

APPROVED MINUTES

HARBORFIELDS CENTRAL SCHOOL DISTRICT GREENLAWN, NEW YORK 11740

Kind of Meeting	-	Regular Meeting
Place of Meeting	-	OMS Auditorium
Date of Meeting	-	April 24, 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, Mr. Nimmo, Mr. Sallie, Mr. O'Brien, Ms. Muller, Chris Guercio, Guercio & Guercio, and Community Members

Mr. Giuliano called the meeting to order at 6:09 p.m.

EXECUTIVE SESSION

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried (5-0), the Board, district office administrators, Chris Guercio, and district clerk moved to Executive Session at 6:10 p.m. for the purpose of discussing contract negotiations and employee disciplinary matters.

Mr. Banks entered the meeting at 6:12 p.m. Mrs. Boba entered the meeting at 6:25 p.m. Chris Guercio left the meeting at 7:20 p.m.

The Board recessed at 7:30 p.m. to attend the student recognition program

Board Recognition Program

The following students were recognized for their achievements at this meeting:

- Alex Zhang, WDPS for being named a "State Grade Level Winner" in the Zaner-Bloser National Handwriting Contest
- Owen Greene, WDPS for winning the NYS Reflections Awards of Merit for Musical Entry
- Sean Cornell, Amanda Durso, Ashley Kudler, and Luke Miller - HHS for being recognized in the Poetry for Hart Annual Writing Competition
- Christina Amari and Dylan Irgang – TJL for winning the 2012 Suffolk Zone Outstanding Elementary School Leadership Award
- Kelly Ferguson – HHS for being the highest fundraiser for St. Baldrick's Day

The following staff member was recognized for her outstanding achievement:

- Beth Devaney – HHS for organizing a successful St. Baldrick's Day Fundraiser

PUBLIC PARTICIPATION

There was no public participation at this time.

SUPERINTENDENT'S REPORTS

Student Representative's Report

The student representative was unable to attend this meeting.

Superintendent's Report

Ms. Todaro presented an overview of the 2012-2013 adopted budget. She continued that this budget is fiscally sound, addresses the overall needs of our school-community, and also maintains the Harborfields' Tradition of Excellence. She further stated that the adopted budget reflects a tax levy of 2.86% which represents the allowable tax levy budget according to Chapter 97 of Tax Laws of 2011. Ms. Todaro continued that a budget hearing will be held on Wednesday, May 8, 2012 at 7:45 p.m. at the Oldfield Middle School. The Budget Vote will be held on Tuesday, May 15, 2012 beginning at **12 noon and ending at 10 p.m.** at the Oldfield Middle School Auditorium.

Claims Auditor's Report

Ms. Viglucci, Claims Auditor, reported that there are no problems at this time.

Common Core State Standards

Mr. O'Brien, Special Assistant for Curriculum and Instruction, gave a PowerPoint presentation on Common Core State Standards. He stated that the Common Core Standards is a national initiative, NOT a National curriculum. Common Core Standards:

- Adopted by 48 states
- Built on current state standards, adding college and career readiness standards
- Larger emphasis on informational text and text complexity
- Focus on Mastery of skills

CCSS defines the skills students are expected to know and be able to do, **not** how teachers teach. A comprehensive report on CCSS is on file in the office of the special assistant for curriculum and instruction.

BOARD OF EDUCATION MINUTES

The Board of Education accepted the following minutes:

- Special Meeting, March 10, 2012
- Regular Meeting, March 21, 2012

FINANCE

4.1 Treasurer's Report

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

4.2 Schedules of Bills

Upon motion duly made by Dr. McDonagh, seconded by Mr. Banks, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the schedules of bills attached to the agenda of April 24, 2012 were accepted.

4.3 Financial Status Report

Upon motion duly made by Mr. Banks, seconded by Dr. McDonagh, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Financial Status Report for February 2012 was accepted.

4.4 Health Service Contracts

Upon motion duly made by Mr. Banks, seconded by Dr. McDonagh, and carried unanimously, 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 districts for the 2011-2012 school year were approved.

- ✧ **Huntington UFSD**, 19 students attending St. Patrick's School at a unit cost of \$711.07
- ✧ **Manhasset Public Schools**, 1 student attending St. Mary's Elementary School at a cost of \$907.57
- ✧ **Smithtown CSD**, 1 student attending Harbor Country Day School, 2 students attending St. Patrick's School and 3 students attending Smithtown Christian School at a unit cost of \$862.75
- ✧ **Westbury UFSD**, 1 student attending Westbury Friends School at a cost of \$799.31

4.5 Acceptance of Gifts

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 gifts were accepted with thanks:

- ✧ Two (2) basketball hoops to be installed on the piece of district-owned land behind the Harborfields Public Library, known as "Pickle Park" from John Malico, a Harborfields High School student as part of an Eagle Scout Leadership service project
- ✧ One (1) table for use in the Oldfield Middle School courtyard donated by the Oldfield Middle School PTA

- ✧ One (1) Border Collie dog donated by Carolyn Mercatante to be used under the direction of the District Maintenance Leader

4.6 Gifts and Increase in Appropriations

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

1. Gift in the amount of \$5,000.00 from SEPTA to be used under the guidance and direction of the Special Assistant for Curriculum and Instruction for the purpose of supporting the Summer Academy program
2. Payment in the amount of \$1,050.00 from the parents of a student for the purpose of enrolling this student in the 2012 Summer Arts Academy, Nassau BOCES Cultural Arts Program
3. Gift in the amount of \$1,000.00 from Mr. Todd Davis to be used under the guidance and direction of the Director of Health, Physical Education and Athletics for the purpose of purchasing physical education supplies

Further, upon the recommendation of the Superintendent of Schools, pursuant to the anticipated receipt of the gifts to reimburse our expenses, appropriations for 2012-2013 be increased as follows:

1. A2170.1530.42.2170.....\$ 5,000.00
2. A2280.4900.42.1681.....\$ 1,050.00
3. A2855.5010.36.2855.....\$ 1,000.00

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

4.7 Acceptance of Scholarship Fund Donation

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 gift was accepted:

- ✧ \$50 from the Art Club at Harborfields High School to be applied to the Roy Schwen Scholarship Fund

4.8 Contracts for Services to Sub-allocate IDEA Flow Through Funds to Special Education Providers

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 contracts for services to sub-allocate IDEA flow through funds to providers for services to students with disabilities, ages 3-21 (Section 611) and ages 3-5 (Section 619) were approved.

- ✧ Alternatives for Children

- ✧ Brookville Center for Children's Services, Inc.
- ✧ Building Blocks Developmental Preschool
- ✧ County of Suffolk, Department of Health Services
- ✧ Developmental Disabilities, Inc.
- ✧ Metro Therapy, Inc.
- ✧ Mid Island Therapy Associates, LLC
- ✧ New York Therapy Placement Services, Inc.
- ✧ NYSARC, Inc. – Suffolk Chapter
- ✧ South Huntington School District
- ✧ Summit School
- ✧ The Center for Discovery, Inc.

4.9 Parentally Placed Private School/Special Education Service Contract

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 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 parentally placed nonpublic schools in said school districts in accordance with Education Law Section 3602-c and regulations of the Commissioner of Education.

- ✧ **Great Neck UFSD**, 1 student attending a private school within the Great Neck UFSD effective July 1, 2011 through June 30, 2012

4.10 Surplus Equipment and Books

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the surplus equipment and books as listed in the attachment to the agenda of April 24, 2012, were declared surplus and will be disposed of accordingly.

- ✧ Two (2) typewriters, nine (9) social studies textbooks, and one (1) overhead projector from Oldfield Middle School

4.11 Appointment of External Accountant

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Board of Education hereby appointed Albrecht, Viggiano, Zureck and Company, P.C., as its External Accountant for the preparation of the district's annual financial statements for the fiscal year ending June 30, 2012 at a fee of \$16,500, as set forth in their proposal dated April 2, 2012; and

Further, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby authorized the Board President to execute a written agreement,⁵

between the District and Albrecht, Viggiano, Zureck and Company, P.C., attached to the agenda of April 24, 2012.

4.12 External Auditor's Report

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepted the following External Audit report for the Harborfields Central School District as prepared by the district's External Auditors, Cullen and Danowski, LLP.

- ✧ Federal Single Audit Report for the period ending June 30, 2011

4.13 2012-2013 Western Suffolk BOCES Administrative Budget and Election of Candidates to Western Suffolk BOCES

Upon motion duly made by Mr. Schoer, seconded by Dr. McDonagh, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Board of Education hereby approved the 2012-2013 Administrative Budget for Western Suffolk BOCES.

Further, upon the recommendation of the Superintendent of Schools, that the Board of Education casts its ballot for two vacant positions for election to Western Suffolk BOCES.

1. Mr. Sydney Finkelstein
2. Mr. Salvatore Marinello

4.14 Extension of Transportation Contract

Upon motion duly made by Mr. Banks, seconded by Mr. Toles, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the extension of a contract for pupil transportation from the contractor listed below was approved.

- ✧ Acme Bus Corporation (2012-2013 school year)

4.15 SCOPE Child Care License Agreement

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Toles, and carried unanimously, this item was tabled at this time.

4.16 Adoption of Revised Board of Education Policies

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 revised policies as attached to the agenda of April 24, 2012 were adopted.

- ✧ **File 2120.2: Voting Procedures**
- ✧ **File 2120.2-R: Voting Procedures Regulations**

4.17 Budgetary Transfer of Funds

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and upon the recommendation of the Superintendent of Schools, the budgetary transfer of funds as listed in the attachments to the official minutes of April 24, 2012 were approved.

HUMAN RESOURCES

5.1 Resignations

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

- Dell'Accio Toni, Paraprofessional, HHS, effective the close of business June 30, 2012 for the purpose of retirement
- Donnelly, Joan, Teaching Assistant, TJL, effective the close of business June 30, 2012 for the purpose of retirement
- Muller, Barbara, District Clerk/Secretary to the Board of Education, effective the close of business September 30, 2012 for the purpose of retirement
- Reece, Ralph, Maintenance Mechanic II, Buildings and Grounds, effective the close of business July 27, 2012 for the purpose of retirement
- Riker, Kathleen, School Transportation Coordinator, Business Office, effective the close of business July 12, 2013 for the purpose of retirement

5.2 Leaves of Absence

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 leaves of absence were approved:

Name	Assignment	School	Dates Paid	Dates Unpaid
Ambrosio, Vincent	English Teacher	HHS	4/16/12-4/20/12	N/A
Holm, Gina	Speech Teacher	TJL	9/4/12-10/19/12	N/A
Revision of Leave of Absence				
Name	Assignment	School	Dates Paid	Dates Unpaid
Stone, John	Science Teacher	HHS	FROM: 3/30/12-4/5/12 TO: 3/26/12-4/5/12	N/A

5.3 Professional Appointment

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 professional appointment in accordance with the schedule attached to the official minutes of April 24, 2012 was approved.

PART-TIME			
for the maximum period through June 30, 2012 to serve at the pleasure of the Board of Education			
Name	School	Assignment	Effective Date
Herbert, David	WDPS	Teaching Assistant	4/25/12

5.4 Civil Service Appointment

Upon motion duly made by Mr. Toles, seconded by Mr. Banks, and carried unanimously, 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 April 24, 2012 was approved.

Probationary		
Name	School	Assignment
Mott, Ellen	WDPS	Food Service Worker

5.5 Substitute List Addendum 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 substitute list addendum as attached to the official minutes of April 24, 2012 was approved for the maximum period through June 30, 2012 to serve at the pleasure of the Board of Education.

5.6 Extracompensation Appointment Schedule 2011-2012

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, 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 April 24, 2012 were approved.

5.7 District Board of Education Members, District Clerk, and District Office Administrators to Attend Conferences

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

- ✧ NYSSBA Annual Convention, October 25-27, 2012, Rochester, New York

5.8 Appointment of Medical Inspector

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried unanimously, and upon the recommendation of the Superintendent of Schools, that the Board of Education hereby appointed Dr. Salim Matar as School Medical Inspector pursuant to Section 913 of the Education Law in order to evaluate the ability of the

employee named in the attached confidential Schedule "A" to perform his/her duties;
and

Further, pursuant to Section 913 of the New York State Education Law, the Board of Education directed the employee named in the attached confidential Schedule "A" to appear for a medical examination in the office of Dr. Salim Matar on Thursday, May 10, 2012 at 4:30 p.m.

5.9 Appointment of Medical Inspector

Upon motion duly made by Mr. Schoer, seconded by Mrs. Boba, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Board of Education hereby appointed Dr. Norman Turowsky as School Medical Inspector pursuant to Section 913 of the Education Law in order to evaluate the ability of the employee named in the attached confidential Schedule "A" to perform his/her duties; and

Further, pursuant to Section 913 of the New York State Education Law, the Board of Education directed the employee named in the attached confidential Schedule "A" to appear for a medical examination in the office of Dr. Norman Turowsky on Monday, April 30, 2012 at 9:15 a.m.

INSTRUCTION

6.1 Review of IEP Recommendations and Authorization

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, SCSE and CPSE.

- **Committee on Special Education** meetings dated March 5, 2012, March 13, 2012, March 14, 2012, March 20, 2012, March 21, 2012, March 22, 2012, March 29, 2012 and April 4, 2012
- **Subcommittee on Special Education** meetings dated March 1, 2012, March 2, 2012, March 5, 2012, March 6, 2012, March 9, 2012, March 12, 2012, March 16, 2012, March 19, 2012, March 20, 2012, March 21, 2012, March 23, 2012, March 26, 2012, March 27, 2012, March 28, 2012, March 30, 2012, April 2, 2012 and April 4, 2012
- **Committee on Preschool Special Education** meetings dated March 8, 2012, March 15, 2012, March 22, 2012, and March 29, 2012

4.15 SCOPE Child Care License Agreement

Upon motion duly made by Mr. Toles, seconded by Dr. McDonagh, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the

proposed license agreement between SCOPE and Harborfields CSD, as attached to the agenda of the meeting of April 24, 2012 was approved, and the President of the Board of Education was authorized and directed to execute the agreement.

ITEMS FOR DISCUSSION

Update on Renting Classroom Space at WDPS

Ms. Todaro advised the Board that a meeting was scheduled with groups from the community interested in renting space at WDPS. She continued that an area of six classrooms have been identified which, with building modifications, could be effectively segregated from the operation of the school. The entire space is approximately 8,900 square feet, including classrooms, bathrooms, and hallways. The total cost associated with this space is approximately \$45,900 annually. A local commercial realtor feels the highest rate we could expect to receive would be \$10 per square foot or \$89,000 annually. However, two neighboring school districts (Northport and Commack) are currently renting space at rates of \$12 per square foot and \$20,000 per room, respectively, while providing only partial custodial services. The district has received letters of interest from several organizations, including SCOPE, YMCA, and local early childhood care providers. In investigating this project, we have received advice to be careful with our tenant selection. NYSIR has advised us that a lease document drawn up by our attorney is critical to these types of relationships clearly defining insurance requirements that transfer risk to the tenant.

BOARD OF EDUCATION ACTIVITIES

SCOPE's 11th Annual School District Awards Dinner, March 26, 2012, Villa Lombardi's, Holbrook, New York

Mr. Giuliano, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer, Ms. Todaro, Mr. Nimmo, Mr. Sallie, Ms. Muller, and Ms. Brosnan attended SCOPE'S 11th Annual School District Awards Dinner. Mr. Schoer reported that we honored Dr. McDonagh, board member; Paul Romanelli, teacher; Gail Sanders, district administrator; Bernice Kehoe, support staff; and Louise Pietroforte, community member. Mr. Schoer stated that this is an annual awards dinner where we honor some key people in the district. Each person is called up and presented with a plaque to honor them.

Legislative Breakfast with Elwood School District, Cold Spring Harbor School District and Harborfields School District, March 24, 2012

Mr. Giuliano, Mr. Mastroianni, Mr. Schoer, Ms. Todaro, and Mr. Nimmo attended the legislative breakfast which was held at the Elwood Middle School. Mr. Mastroianni reported that Assemblymen Conte and Raia were in attendance as well as Senator Marcellino. Senator Marcellino advised that we should not be seeing a decline in state aid next year; however, offered nothing as far as mandate relief.

PUBLIC PARTICIPATION

President of the HHS PTSA advised that on behalf of the council of PTAs they support the 2012-2013 school budget.

EXECUTIVE SESSION

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried unanimously, the Board, district office administrators, and district clerk moved to Executive Session at 9:38 p.m. for the purpose of discussing employment history of a particular individual.

The Board reconvened the regular meeting at 11:00 p.m.

ADJOURNMENT

Upon motion duly made by Mr. Mastroianni, seconded by Dr. McDonagh, and carried unanimously, the Board adjourned the regular meeting of April 24, 2012 at 11:01 p.m.

Respectfully submitted,

Barbara Muller
District Clerk