

HARBORFIELDS CENTRAL SCHOOL DISTRICT
GREENLAWN, NEW YORK

BOARD OF EDUCATION

REGULAR MEETING PUBLIC AGENDA

July 6, 2011

7:45 p.m.

MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE

ANNUAL REORGANIZATION MEETING

PUBLIC PARTICIPATION

Residents are invited to address the Board of Education with comments or concerns regarding action items on the agenda.

SUPERINTENDENT'S REPORT

- 2.1 Superintendent's Report
Frank J. Carasiti, Superintendent of Schools

BOARD OF EDUCATION MINUTES

- 3.1 Special Meeting, June 9, 2011 Pages 14-15
3.2 Regular Meeting, June 15, 2011..... Pages 16-38

Motion: _____ Second: _____ Action: _____

FINANCE

- 4.1 Schedule of Bills..... Pages 39-65

Be it resolved, upon the recommendation of the Superintendent of Schools, the schedule of bills attached to the agenda of this meeting of July 6, 2011 be accepted.

Motion: _____ Second: _____ Action: _____

- 4.2 Financial Status Report Pages 66-138

Be it resolved, upon the recommendation of the Superintendent of Schools, the Financial Status Report for May 2011 be accepted.

Motion: _____ Second: _____ Action: _____

4.3 School Service/Specialized Education Agreements Pages 139-151

Be it resolved, 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 be approved.

- **Always Learning LL, Inc.** to provide professional staff and services in accordance with the Individualized Education Programs (IEPs) of disabled students for the period July 1, 2010 through June 30, 2011 at a rate of \$1,200.00 per day.
- **Tammy Rogers** to provide professional staff and services for deaf and hearing impaired students in accordance with the Individualized Education Programs (IEPs) of disabled students for the period July 1, 2011 through June 30, 2012 at a rate of \$75.00 per 45 minute session.

Motion:_____ **Second:**_____ **Action:**_____

4.4 Gifts and Increase in Appropriations..... Pages 152-170

Be it resolved, upon the recommendation of the Superintendent of Schools, the following gifts be accepted:

1. \$5,000.00 from TJJ PTA to be administered under the guidance and direction of Florence Tuzzi, Principal, TJJ
2. \$500.00 from Joseph Toles for Natural Helpers to be administered under the guidance and direction of Dr. David Bennardo, Principal, HHS
3. \$700.00 worth of redeemable coupons to the Language Arts and Reading Company, Zaner-Bloser to be administered under the guidance and direction of Maureen Kelly, Principal, WDPS
4. \$500.00 gift card to Barnes & Noble book store from Covanta Huntington, LP to be administered under the guidance and direction of Maureen Kelly, Principal, WDPS

Be it further resolved, that pursuant to the receipt of the gifts, appropriations for 2011-2012 be increased as follows:

1. A2110.5110.06.2210 \$5,000.00
2. A2110.4060.12.2590..... \$500.00

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

Motion:_____ **Second:**_____ **Action:**_____

4.5 Acceptance of Fund Donation..... Pages 171-174

Be it resolved, upon the recommendation of the Superintendent of Schools, the following funds be accepted:

- \$306.68 from WDPS PTA to be used under the guidance and direction of Maureen Kelly, Principal, WDPS for the Washington Drive Outreach Fund

Be it further resolved, the funds totaling \$306.68 be accepted for credit to the Expendable Trust Account.

Motion: _____ **Second:** _____ **Action:** _____

4.6 Surplus Books Pages 175-179

Be it resolved, upon the recommendation of the Superintendent of Schools, the surplus books as listed in the attachment to the agenda of July 6, 2011, be declared surplus and disposed of accordingly.

- Library books at Washington Drive Primary School

Motion: _____ **Second:** _____ **Action:** _____

4.7 Unemployment Claims Service Agreement..... Pages 180-184

Be it resolved, upon the recommendation of the Superintendent of Schools, the UC eXpress Reimbursing Service Agreement between TALX Corporation and the Harborfields Central School District, for the purpose of providing unemployment claims processing services for the 2011-2012 school year at an annual cost of \$1,349.00 be approved.

Be it further resolved, that the President of the Board of Education be authorized to execute the contract on behalf of the district.

Motion: _____ **Second:** _____ **Action:** _____

4.8 Adoption of New and Revised Board of Education Policies..... Pages 185-189

Be it resolved, upon the recommendation of the Superintendent of Schools, the following new and revised policies as attached to the agenda of July 6, 2011 be adopted.

- **File 6245:** Fund Balance Policy
- **File 6700:** Purchasing

Motion: _____ **Second:** _____ **Action:** _____

4.9 SCOPE Child Care License Agreement Pages 190-201

Be it resolved, 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 July 6, 2011 be approved.

Be it further resolved, that the President of the Board of Education be authorized and directed to execute the agreement.

Motion: _____ **Second:** _____ **Action:** _____

4.10 Contract for Services to Sub-allocate IDEA Flow Through Funds to Special Education Providers Pages 202-204

Be it resolved, upon the recommendation of the Superintendent of Schools, the following contract 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) be approved.

- Developmental Disabilities, Inc.

Motion: _____ **Second:** _____ **Action:** _____

4.11 Amended School Lunch Pricing Schedule for the 2011-2012 School Year Pages 205-206

Be it resolved, upon the recommendation of the Superintendent of Schools, the following amended pricing schedule for school lunch for the 2011-2012 school year pursuant to the district’s participation in the National School Lunch Program and the requirements set forth in Section 205 of the Healthy, Hunger-Free Kids Act of 2010 to be effective July 1, 2011 be adopted.

Program	Elementary	Secondary	Kindergarten
Lunch	\$2.05	\$2.30	\$2.05 (Special Education Full Day)

Motion: _____ **Second:** _____ **Action:** _____

4.12 Bid Page 207

Be it resolved, upon the recommendation of the Superintendent of Schools, the following bid as attached to the agenda of July 6, 2011 be approved.

- Bid #2011-1: Food Service Equipment and Installation

Motion: _____ **Second:** _____ **Action:** _____

4.13 Consultants..... Pages 208-209

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) 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.

Motion: _____ **Second:** _____ **Action:** _____

HUMAN RESOURCES

5.1 Leaves of Absence..... Pages 210-211

Be it resolved, upon the recommendation of the Superintendent of Schools, the following leaves of absence be approved.

Name	Assignment	School	Dates Paid	Dates Unpaid
Raynor, Maureen	Mathematics Teacher	HHS	9/21/11-12/1/11	N/A
Revision of Leave Dates				
Dini, Andrea	Elementary Teacher	WDPS	From 5/2/11-10/3/11 To 5/2/11-8/31/11	N/A

Motion: _____ **Second:** _____ **Action:** _____

5.2 Recall from Preferred Eligible List

Whereas, a full-time vacancy is deemed to exist in the tenure area listed below and the teacher listed below has been identified as the most senior person on the District's Preferred Eligible List in such tenure area, it is hereby resolved that the following staff member be recalled to service in accordance with Section 2510.3 of the Education Law.

- Reisen, Melissa, Elementary Teacher, TJL

Motion: _____ **Second:** _____ **Action:** _____

5.3 Professional Appointments Pages 212-216

Be it resolved, upon the recommendation of the Superintendent of Schools, the following professional appointments, in accordance with the schedule attached to the agenda of July 6, 2011 be approved.

Part-time for the maximum period through June 30, 2012 to serve at the pleasure of the Board		
Name	School	Assignment
Keys, Carolyn	HHS	LOTE Teacher
Proctor, Bryan	WDPS	Physical Education Teacher

Motion: _____ **Second:** _____ **Action:** _____

5.4 Civil Service Appointment Pages 217-219

Be it resolved, upon the recommendation of the Superintendent of Schools, the following civil service appointment in accordance with the schedule attached to the agenda of July 6, 2011 be approved.

Emergency Conditional Probationary		
Name	School	Assignment
Abner, Linda	District Office	Senior Clerk Typist (12-month)

Motion: _____ **Second:** _____ **Action:** _____

5.5 Changes in Status Page 220

Be it resolved, upon the recommendation of the Superintendent of Schools, the following changes in status in accordance with the schedule attached to the agenda of July 6, 2011 be approved:

- Moccaldi, Melissa, from Part-time Elementary Teacher, WDPS to Regular Substitute, TJL from 9/1/11-6/30/12 to 11/29/11-6/30/12

- Pisano, Jacinta, from Elementary Teacher, TJL to Part-time Elementary Teacher, WDPS
- Sacks, Cari, Elementary Teacher, WDPS from 11/29/11-6/30/12 to 9/1/11-6/30/12

Motion: _____ **Second:** _____ **Action:** _____

5.6 Longevity Increments Pages 221-222

Be it resolved, upon the recommendation of the Superintendent of Schools, longevity increments be granted to those civil service personnel as per the schedule attached to the agenda of July 6, 2011.

Motion: _____ **Second:** _____ **Action:** _____

5.7 Temporary Summer Personnel

Be it resolved, upon the recommendation of the Superintendent of Schools, the following temporary summer worker be appointed.

Name	Assignment	School	Hours Per Day	Hourly Rate
TEACHER-SUMMER ACADEMY For the period July 5, 2011 – July 28, 2011				
Carroll, Marisa	Teacher Summer Academy	WDPS	2.5 hours	\$42.33

Motion: _____ **Second:** _____ **Action:** _____

5.8 Substitute Lists for School Year 2011-2012 Pages 223-233

Be it resolved, upon the recommendation of the Superintendent of Schools, the substitute lists as attached to the agenda of July 6, 2011 be approved for the 2011-2012 school year.

Motion: _____ **Second:** _____ **Action:** _____

5.9 Extracompensation Appointment Schedule for School Year 2011-2012..... Pages 234-247

Be it resolved, upon the recommendation of the Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the agenda of July 6, 2011 be approved.

Motion: _____ **Second:** _____ **Action:** _____

5.10 Contract Between Teacher Registry Consultants and the Harborfields Central School District..... Pages 248-254

Be it resolved, upon the recommendation of the Superintendent of Schools, the Harborfields Central School District enter into agreement with Teacher Registry Consulting for the services of the substitute registry to secure substitute teachers for the period of July 1, 2011 through June 30, 2012, and that the Superintendent of Schools be authorized and directed to execute the contract on behalf of the district.

Motion:_____ **Second:**_____ **Action:**_____

5.11 Translators List for School Year 2011-2012 Page 255

Be it resolved, upon the recommendation of the Superintendent of Schools, the translators list as attached to the agenda of July 6, 2011 be approved for the 2011-2012 school year.

Motion:_____ **Second:**_____ **Action:**_____

5.12 Certified Home Instructors List for School Year 2011-2012..... Pages 256-257

Be it resolved, upon the recommendation of the Superintendent of Schools, the certified teachers named in the attachment to the agenda of July 6, 2011 be appointed as home instructors for the 2011-2012 school year.

Motion:_____ **Second:**_____ **Action:**_____

5.13 Adoption of Revised Board of Education Policies Pages 258-260

Be it resolved, upon the recommendation of the Superintendent of Schools, the following revised policies as attached to the agenda of July 6, 2011 be adopted.

- **File 9510.7:** Hourly Support Staff
- **File 9510:7-E.1:** Hourly Support Staff Pay Rates

Motion:_____ **Second:**_____ **Action:**_____

5.14 Memorandum of Agreement between Harborfields Central School District and United Teachers of Harborfields..... Pages 261-263

Be it resolved, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Superintendent of Schools to execute a Memorandum of Agreement (MOA) with the United Teachers of Harborfields and Harborfields Central School District. The MOA shall be incorporated by reference within the minutes of the regular meeting of July 6, 2011.

Motion:_____ **Second:**_____ **Action:**_____

5.15 Establishment of Standard Work Day for Appointed and Elected Official..... Pages 264-265

Be it resolved, upon the recommendation of the Superintendent of Schools, that the Harborfields Central School District/Location Code 74757 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the timekeeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (Hrs/Day)	Term Begins/ Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
Appointed Official							
District Treasurer	Paula Francis	XXXX	XXXXXXXX	7	7/1/11-6/30/12	Y	8.71

5.16 Human Resources Training Consultant Page 266

Be it resolved, upon the recommendation of the Superintendent of Schools, that Catherine Schillinger be appointed as Human Resources Training Consultant effective July 7, 2011 at the hourly rate of \$34.72 (cost not to exceed \$2,500).

Motion: _____ **Second:** _____ **Action:** _____

5.17 Appointment of Medical Inspector

Be it resolved, upon the recommendation of the Superintendent of Schools, that pursuant to Section 913 of the Education Law, the Board of Education hereby authorizes Dr. Michael Schwartz to serve as school medical inspector for the purpose of continuing a medical examination of the employee listed on Confidential Attachment A, for the purpose of determining said employee's fitness to continue to perform the duties of employee's position.

Be it further resolved, pursuant to the authority of Section 913 of the Education Law, the employee listed in Confidential Attachment A, is hereby directed to submit to medical examinations at the office of Dr. Michael Schwartz to determine employee's fitness to continue to perform the duties of employee's position.

Motion: _____ **Second:** _____ **Action:** _____

INSTRUCTION

6.1 Review of IEP Recommendations and Authorization for Placement and Services Pages 267-320

- **Committee on Special Education** meetings dated April 6, 2011, May 23, 2011, May 24, 2011, May 26, 2011, June 3, 2011, June 14, 2011, June 15, 2011, June 17, 2011, June 21, 2011, June 22, 2011 and June 23, 2011
- **Committee on Preschool Special Education** meeting dated May 6, 2011, May 12, 2011, May 26, 2011, June 2, 2011, June 16, 2011 and June 23, 2011
- **Subcommittee on Special Education** meetings dated April 26, 2011, May 4, 2011, May 6, 2011, May 10, 2011, May 19, 2011, May 24, 2011, May 26, 2011, June 3, 2011, June 8, 2011, June 13, 2011, June 14, 2011, June 15, 2011, and June 20, 2011

Motion: _____ **Second:** _____ **Action:** _____

6.2 Overnight Field Trips Pages 321-326

Be it resolved, upon the recommendation of the Superintendent of Schools, the following overnight field trips be approved:

- Approximately 24 high school students from the girls' cheerleading team to participate in a cheerleading instructional camp in Greely, Pennsylvania from August 26-29, 2011
- Approximately 14 high school students from the girls' volleyball team to participate in a volleyball tournament in Horseheads, New York from October 14-15, 2011
- Approximately 30 high school students from the Model United Nations club to attend the Model United Nations conference in Philadelphia, Pennsylvania from January 26-29, 2012

Motion: _____ **Second:** _____ **Action:** _____

6.3 Donation of Library Books..... Pages 327-328

Be it resolved, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Deputy Superintendent to accept the donation of books to school libraries at WDPS, TJJ, OMS and HHS for the 2011-2012 school year. The donated books will be accepted in accordance with the Board of Education policy 1800-E after careful review by school librarians to ensure the alignment with curriculum.

Motion: _____ **Second:** _____ **Action:** _____

6.4 Adoption of Revised Board of Education Policies Pages 329-364

- File 5162:** Student Dismissal Precautions
- File 5162-R:** Student Dismissal Precautions Regulation
- File 5210:** Student Organizations
- File 5280:** Interscholastic Athletics
- File 5280.1:** Selection Classification Program for Participation on Interscholastic Teams
- File 5305:** Eligibility for Interscholastic and Extracurricular Activities
- File 5305-R:** Eligibility for Interscholastic and Extracurricular Activities Regulation
- File 5311.4:** Care of School Property by Students
- File 5312.3:** Smoking
- File 5314:** Corporal Punishment Complaints
- File 5314-E.1:** Corporal Punishment Complaints Exhibit
- File 5314-E.2:** Corporal Punishment Complaints Exhibit
- File 5320:** Student Conduct on School Buses
- File 5320-R:** Student Conduct on School Buses Regulation
- File 5330:** Interrogations and Searches
- File 5410:** Student Insurance Programs
- File 5420:** Student Health Services
- File 5420-E.1:** Student Health Services Exhibit
- File 5420-E.2:** Student Health Services Exhibit
- File 5430:** Student Psychological Services
- File 5440:** Substance Abuse Policy
- File 5440-R:** Guidelines Handling Substance Abuse in the Schools Regulation
- File 5450:** Student Safety
- File 5454:** Student Automobile Use
- File 5690:** Loss of Student Property
- File 5800:** Student Awards and Scholarships

Motion: _____ **Second:** _____ **Action:** _____

ITEMS FOR DISCUSSION

- Student Tutoring at Harborfields Public Library
- Policy Review Process
- Fees for using Harborfields Central School District's Facilities Pages 365-371

BOARD OF EDUCATION ACTIVITIES

- UTH End of Year Reception, The Harbor Club, Huntington, NY, June 9, 2011
Board of Education
William Nimmo, Assistant Superintendent for Business
Dr. Howard Koenig, Assistant Superintendent for Human Resources

- HACO Dinner Honoring Frank J. Carasiti, Off Broadway, Greenlawn, NY, June 11, 2011
Board of Education
Frank J. Carasiti, Superintendent of Schools
Diana Todaro, Deputy Superintendent
William Nimmo, Assistant Superintendent for Business
Dr. Howard Koenig, Assistant Superintendent for Human Resources

- SEPTA Dinner, Thatched Cottage, Centerport, NY, June 16, 2011
Nicholas P. Giuliano, President, Board of Education
Donald W. Mastroianni, Board Member
Joseph Toles, Board Member
Diana Todaro, Deputy Superintendent

- PTA Installation Reception, Dao Restaurant, Huntington, NY, June 20, 2011
Nicholas P. Giuliano, President, Board of Education
Dr. Thomas McDonagh, Board Member
Joseph Toles, Board Member
Diana Todaro, Deputy Superintendent
William Nimmo, Assistant Superintendent for Business
Dr. Howard Koenig, Assistant Superintendent for Human Resources

- Moving Up Ceremony, Oldfield Middle School, June 22, 2011
Donald W. Mastroianni, Board Member
Diana Todaro, Deputy Superintendent
William Nimmo, Assistant Superintendent for Business
Dr. Howard Koenig, Assistant Superintendent for Human Resources

- HHS Pre-Prom, Harborfields High School, June 24, 2011
Maggie Boba, Vice President, Board of Education
Diana Todaro, Deputy Superintendent

- Graduation, Harborfields High School, June 25, 2011
Board of Education
Diana Todaro, Deputy Superintendent
William Nimmo, Assistant Superintendent for Business
Dr. Howard Koenig, Assistant Superintendent for Human Resources

PUBLIC PARTICIPATION

ADJOURNMENT