

## APPROVED MINUTES

### HARBORFIELDS CENTRAL SCHOOL DISTRICT GREENLAWN, NEW YORK 11740

Kind of Meeting	-	Regular Meeting
Place of Meeting	-	OMS Board Room
Date of Meeting	-	August 24, 2011
Board Members Present	-	Mr. Giuliano, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer
Board Members Absent	-	Mr. Banks, Mrs. Boba, Mr. Toles
Others Present	-	Ms. Todaro, Mr. Nimmo, Dr. Koenig, Ms. Muller, Community Members
Others Absent	-	Mr. Carasiti

Mr. Giuliano called the meeting to order at 6:19 p.m.

#### **EXECUTIVE SESSION**

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (4-0), the Board, district office administrators, and district clerk moved to Executive Session at 6:20 p.m. for the purpose of discussing contracts for non-unit personnel and employment history of a particular individual.

The Board reconvened the public meeting at 7:50 p.m. Mr. Giuliano led the audience in the Pledge of Allegiance and instructed them where to exit the building in case of an emergency.

#### **PUBLIC PARTICIPATION**

There was no public participation at this time.

#### **SUPERINTENDENT'S REPORTS**

##### Superintendent's Report

Ms. Todaro spoke about curriculum initiatives, 3-5 enrichment program, APPR regulations, and getting ready for the opening of school.

##### Staffing Update

Dr. Koenig advised the Board that all positions have been filled. He continued that we are now reviewing actual enrollment compared to projected enrollment. He went on to say that he would present a written report to the Board on staffing and enrollment at the September 7 meeting.

##### Miscellaneous

Mr. Schoer introduced student Scott Oliveri who gave a brief description of the work that he would be doing at the high school erecting a fitness trail as part of his Eagle Scout Leadership service project.

## **BOARD OF EDUCATION MINUTES**

The Board of Education accepted the following minutes:

- Reorganization/Regular Meeting – July 6, 2011
- Special Meeting – July 19, 2011
- Special Meeting – August 3, 2011

## **FINANCE**

### **4.1 Treasurer's Reports**

Upon motion duly made by Mr. Schoer, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the Treasurer's Reports for June and July 2011 were approved.

### **4.2 Financial Status Report**

Upon motion duly made by Mr. Mastroianni, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the Financial Status Report for June 2011 was accepted.

### **4.3 Schedule of Bills**

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the schedule of bills attached to the agenda of August 24, 2011 was accepted.

### **4.4 Budgetary Transfer of Funds**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the budgetary transfer of funds as listed in the attachments to the minutes of August 24, 2011 were approved.

### **4.5 School Services/Specialized Education Agreements**

Upon motion duly made by Mr. Schoer, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following School Services/Specialized Education Agreements for the 2011-2012 school year 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.

- **AHRC Suffolk** 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.
- **Autism Consulting Services, LLC** to provide home tutoring, parent training, and program supervision 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.
  - **Bilinguals, Inc.** to provide professional staff to perform psychological, speech/language, and educational and social history evaluations 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.
  - **Brookville Center for Children's Services, Inc.** to provide educational services, including instruction, related services, and a facility for the provision of the same 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 tuition rates established by the Commissioner of Education.
  - **The Center for Developmental Disabilities** to provide instructional, special education and related 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 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 of July 1, 2011 through June 30, 2012 and compensated as per the terms set forth in said agreement.
  - **Creative Tutoring, Inc.** to provide home tutoring for students on home instruction for the period of July 1, 2011 through June 30, 2012 at a rate of \$42.33 per hour for homebound tutoring services and \$42.33 per period for resource room/special education services.
  - **DaVinci Education & Research, LLC** to provide professional staff and technology 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 in accordance with the schedule set forth in said agreement.
  - **Island Therapies of Suffolk, LLP** to provide occupational therapy, physical therapy, speech therapy, and 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 in accordance with the schedule set forth in said agreement.
  - **Gayle E. Kligman Therapeutic Resources** to provide professional staff and services in accordance with the Individualized Education Programs (IEPs) of disabled students for the period of July 1, 2011 through June 30, 2012 and compensated at rates set forth in said agreement.
  - **Rebecca Kooper** to provide professional staff and services in accordance with the Individualized Education Programs (IEPs) of disabled students for the

- period of July 1, 2011 through June 30, 2012 at the rate set forth in said agreement.
- **Long Island Developmental Consulting, Inc.** to provide professional staff and services in accordance with the Individualized Education Programs (IEPs) of disabled students for the period of July 1, 2011 through June 30, 2012 and compensated at rates set forth in said agreement.
  - **Barry McNamara** to provide staff training for the integrated co-teaching program and RTI models for the period of July 1, 2011 through June 30, 2012 for children with disabilities in accordance with the Individualized Education Programs (IEPs) at a rate of \$1,300.00 per day. For periods of less than a day, the rate shall be \$200.00 per hour.
  - **Metro Therapy, Inc.** to provide occupational therapy, physical therapy, speech therapy, and 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 in accordance with the schedule set forth in said agreement.
  - **Mill Neck Interpreter Services** to provide interpreting services in accordance with the Individualized Education Programs (IEPs) of disabled students for the period of July 1, 2011 through June 30, 2012 and compensated at the rate set forth in said agreement.
  - **New York Therapy Placement Services, Inc.** to provide occupational therapy, physical therapy, speech therapy, and 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 at rates in accordance with the schedule set forth in said agreement.
  - **O'Brien Speech, Language, and Learning, PLLC** to provide occupational therapy, physical therapy, speech therapy, and 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 at rates in accordance with the schedule set forth in said agreement.
  - **Positive Behavior Support Consulting & Psychological Resources, PC** to provide clinical services which include special education services, parent training, staff training/supervision, CSE meetings, behavior assessment and intervention, counseling, speech therapy, occupational therapy, skills training and inclusion consultation in accordance with the Individualized Education Programs (IEPs) for the period July 1, 2011 through June 30, 2012 and compensated at the rates set forth in said agreement.
  - **The Rehabilitation Institute** to provide professional services and staff to perform psychological evaluations, speech/language services, physical and occupational therapy, social workers, ABA, evaluations and testing, and teacher aides for children with disabilities in accordance with the Individualized Education Programs (IEPs) for the period of July 1, 2011 through June 30, 2012. The rates are in accordance with the schedule set forth in said agreement.
  - **Rose Psychological Solutions** to provide teacher and staff training, parent training, meetings with students, curriculum consultation, behavior program consultation, development and ongoing training for special classes and other

- services as requested in accordance with the Individualized Education Programs (IEPs) of disabled students for the period of July 1, 2011 through June 30, 2012 at the rate of \$200.00 per hour.
- **Marion K. Salomon & Associates, Inc.** to provide ABA services and psychological evaluations, special education related services (speech, occupational and physical therapy), and classroom observations in accordance with the Individualized Education Programs (IEPs) of disabled students for the period of July 1, 2011 through June 30, 2012 and compensated in accordance with the schedule set forth in said agreement.
  - **Syosset Home Tutoring** to provide home tutoring for students on home instruction for the period of July 1, 2011 through June 30, 2012 at a rate of \$42.33 per hour for homebound tutoring services and \$42.33 per period for resource room/special education services.
  - **Naomi R. Ulrich** to provide occupational therapy in accordance with the Individualized Education Programs (IEPs) of disabled students for the period of July 1, 2011 through June 30, 2012 at a rate of \$45.00 per 30-minute individual sessions, and \$60.00 for 30-minute group sessions.
  - **Up Wee Grow** to provide occupational therapy, physical therapy and speech services in accordance with the Individualized Education Programs (IEPs) for the period July 1, 2011 through June 30, 2012 and compensated at the rates set forth in said agreement.
  - **Woods Services, Inc.** to provide adequate and appropriate educational services and instruction and/or a facility in accordance with the Individualized Education Programs (IEPs) of disabled students for the period of July 1, 2011 through August 31, 2011 at the rate of \$32,134.24.

#### **4.6 Contracts for Services to Sub-allocate IDEA Flow Through Funds to Special Education Providers**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (4-0), 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
- Variety Child Learning Center

#### **4.7 Parentally Placed Private School/Special Education Service Contract**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following 2010-2011 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.

**District of Location:**

- **West Islip Union Free School District**, 1 student attending a private school within the West Islip Union Free School District effective July 1, 2010 through June 30, 2011

**4.8 Gifts/Grant and Increase in Appropriations**

Upon motion duly made by Mr. Mastroianni, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following gifts and grant were accepted with thanks:

1. Gift from OMS PTA (\$5,961.08) to be used under the guidance and direction of Joanne Giordano, Principal, OMS for the purpose of purchasing technology equipment
2. Gift from Harborfields' Booster Club (\$4,481.15) to be used under the guidance and direction of John Valente, Director of Physical Education, Health, and Athletics for the purpose of purchasing four (4) new AED units and eleven (11) back-up batteries
3. Grant from WDPS PTA and SEPTA (\$2,895.37) to be used under the guidance and direction of Maureen Kelly, Principal, WDPS for the purpose of purchasing Wilson Language Learning program materials

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

1. A2110.2000.42.2110.....\$ 1,067.13  
A2630.2000.42.2630.....\$ 3,222.00  
A2630.4602.42.2630.....\$ 145.95  
A2630.5115.42.2630.....\$ 1,526.00
2. A1621.2000.55.1621.....\$ 4,481.15
3. A2110.5040.05.2350.....\$ 2,895.37

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 Gifts**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following gifts were accepted with thanks:

1. Fitness trail to be erected on the grounds at Harborfields High School by student, Scott Oliveri, as part of an Eagle Scout Leadership service project
2. Three hundred dollars (\$300.00) worth of professional books from the New York State Association of Curriculum and Development to WDPS
3. Four (4) copies of the children's book, "*Milly Goes to Montauk*" written by Rianna Shaikh, a parent of a WDPS student

#### **4.10 Youth Court Program**

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the agreement between the Town of Huntington and the Harborfields Central School District for the continuation of the Youth Court Program as attached to the agenda of August 24, 2011 was approved.

Further, that the Superintendent of Schools was authorized to execute the agreement on behalf of the Harborfields Central School District.

#### **4.11 Surplus Books**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the surplus books and instructional materials as listed in the attachment to the agenda of August 24, 2011, were declared surplus and will be disposed of accordingly.

- Textbooks and instructional materials at Washington Drive Primary School

#### **4.12 Bid**

Upon motion duly made by Mr. Mastroianni, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following bid as attached to the official minutes of August 24, 2011 was approved.

- **Bid 2010-1:** Transportation-Acme Bus Corp. and Huntington Coach Corp.

#### **4.13 Lease Financing for the Energy Performance Contract**

Dr. McDonagh offered the following resolution for approval and moved its adoption:

**Resolution of Harborfields Central School District of Greenlawn, New York, (THE "DISTRICT") DECLARING THE FINDINGS OF THE DISTRICT WITH RESPECT TO THE PROPOSALS FOR THE TAX-EXEMPT LEASE FINANCING OF SAID SCHOOL DISTRICT AND OTHER DETERMINATIONS IN CONNECTION THEREWITH.**

THE BOARD OF EDUCATION OF THE HARBORFIELDS CENTRAL SCHOOL DISTRICT OF GREENLAWN, NEW YORK, HEREBY RESOLVES (by a majority vote of all members of said Board) AS FOLLOWS:

Section 1. The Board of Education of the Harborfields Central School district of Greenlawn (the "District" or "Lessee") received several proposals from various firms to provide financing for the Energy Performance Contract with Johnson Controls, Inc. (the Agreement").

Section 2. Following a discussion of the Board of Education, and based upon the written recommendation received from New York Municipal Advisors Corporation, the District's Financial Advisor, it is hereby determined that the proposal of JP Morgan Chase Bank, N.A. (the "Lessor"), which represents the lowest responsible bid received by the District, is hereby accepted.

Section 3. The President of the Board of Education (the "Authorized Representative"), as chief fiscal officer of the Lessee, acting on behalf of the Lessee, is hereby authorized to negotiate, enter into, execute, and deliver one or more lease purchase agreements (collectively the "Equipment Leases" or individually the "Equipment Lease") with the Lessor, such documents to be made available for public inspection at the District Office of the Lessee. The Authorized Representative is hereby authorized to negotiate, enter into, execute, and deliver such other documents relating to the Equipment Leases (including, but not limited to, escrow agreements) as the Authorized Representative deems necessary and appropriate. All other related contracts and agreements necessary and incidental to the Equipment Leases are hereby authorized.

Section 4. By a written instrument signed by the Authorized Representative, said Authorized Representative may designate specifically identified officers or employees of the Lessee to execute the deliver agreements and documents relating to the Equipment Leases on behalf of the Lessee.

Section 5. The aggregate original principal amount of the Equipment Leases shall not exceed \$4,402,650.00 and shall bear interest as set forth in the Equipment Leases and shall contain such options to purchase by the Lessee as set forth therein.

Section 6. The Lessee's obligations under the Equipment Leases shall be subject to annual appropriation or renewal by the Board of Education as set forth in each Equipment Lease and the Lessee's obligations under the Equipment Leases shall not constitute a general obligation of the Lessee or indebtedness under the Constitution or laws of the State of New York.

Section 7: The proceeds of any Equipment Leases may be applied to reimburse the Lessee for expenditures made after the effective date of this resolution for the purpose for which said proceeds are authorized, or on or prior to such date if the Board of Education has adopted a prior statement of intent to issue bonds for such purpose. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.



Section 8: The Authorized Representative is hereby authorized to take any and all other actions necessary in connection with the Agreement and any financing related thereto.

Section 9: This resolution shall take effect immediately.

The adoption of the foregoing resolution was seconded by Board Member Mr. Schoer and duly put to a vote on roll call, which resulted as follows:

AYES: Mr. Giuliano, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer

NAYS: None

## **HUMAN RESOURCES**

### **5.1 Resignations**

Upon motion duly made by Mr. Mastroianni, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following resignations were accepted:

- DeStafano, Tara, Teaching Assistant, TJL, effective close of business August 31, 2011
- Valerio, Michelle, Teaching Assistant, TJL, effective close of business July 1, 2011

### **5.2 Terminations of Employment**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following employees (#971, #1855, #2675) were terminated for abandonment of position as attached to the official minutes of August 24, 2011.

### **5.3 Leave of Absence**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following leave of absence was approved:

<b>Name</b>	<b>Assignment</b>	<b>School</b>	<b>Dates Paid</b>	<b>Dates Unpaid</b>
Jackson, Clare	Music Teacher	HHS/OMS	11/12/11-2/17/12	N/A

**5.4 Professional Appointments**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following professional appointments in accordance with the schedule attached to the official minutes of August 24, 2011 were approved.

<b>Part-time</b>		
for the maximum period through June 30, 2012 to serve at the pleasure of the Board		
<b>Name</b>	<b>School</b>	<b>Assignment</b>
Flanagan, Ciaran	HHS	English Teacher
Gillam, Daniel	OMS	Technology Teacher
Marotta, Donna	HHS/OMS	Special Education Teacher
<b>Temporary Part-time</b>		
for the maximum period through June 30, 2012 to serve at the pleasure of the Board		
O'Brien, Michael	District	Special Assistant to the Deputy Superintendent
<b>Regular Substitute</b>		
for the maximum period through June 30, 2012 to serve at the pleasure of the Board		
<b>Name</b>	<b>School</b>	<b>Assignment</b>
Reisert, Christina	TJL	Special Education Teacher

**5.5 Change in Status**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following change in status in accordance with the schedule attached to the official minutes of August 24, 2011 was approved:

- **Dolce, Jennifer**, from part-time Mathematics Teacher, HHS, 0.6 to part-time Mathematics Teacher, HHS, 0.8 effective September 1, 2011

**5.6 Civil Service Appointments**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (4-0), 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 August 24, 2011 were approved.

<b>Probationary</b>		
<b>Name</b>	<b>School</b>	<b>Assignment</b>
Marmo, Mary	TJL	Clerk Typist (12-month)
Picardi, Nicholas	WDPS	Custodial Worker I
Siele, William	HHS	Custodial Worker I

**5.7 Reappointment of Teaching Assistants**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the Teaching Assistants, contained in the attachments to the official minutes of August 24, 2011, were reappointed from September 1, 2011 through June 30, 2012 to serve at the pleasure of the Board.

#### **5.8 Substitute List Addendum 2011-2012**

Upon motion duly made by Mr. Schoer, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the substitute list addendum as attached to the official minutes of August 24, 2011 was approved for the maximum period through June 30, 2012 to serve at the pleasure of the Board.

#### **5.9 Extracompensation Appointment Schedule 2011-2012**

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the official minutes of August 24, 2011 were approved.

#### **5.10 Salary Schedules for Non-Unit Bargaining Personnel**

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (4-0), this item was tabled at this time.

#### **5.11 Separation Payment**

Whereas the District's Corrective Action Plan pursuant to the New York State Comptroller's audit of 2007 requires that the Board of Education approve separation payment for unused sick and vacation accruals for the individual separating from the district; and,

Whereas the administration has prepared calculations for retirees and/or individuals separating from district service in accordance with existing collective bargaining agreements and/or Board of Education policy as per the separation payment agenda enclosures; and,

Whereas the separation payment agenda enclosures and collective bargaining agreements and/or Board of Education Policies have been reviewed by district counsel; and,

Upon motion duly made by Mr. Schoer, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the Board of Education authorized said separation payment as described in the separation payment agenda attached to the official minutes of August 24, 2011.

- Gass, Linda, Principal Account Clerk/Purchasing Agent, Business Office

#### **5.12 Vacation Payment**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, that vacation payment be made to Janice Farrell, for work performed training her replacement on three days, June 24, 27, and 29, 2011, days which were originally scheduled as vacation days. (Note: Ms. Farrell retired effective close of business June 30, 2011.)

**5.13 District Board of Education and Staff Members to Attend a Conference**

Upon motion duly made by Mr. Schoer, seconded by Dr. McDonagh, and carried (4-0), 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 conference, and be reimbursed for expenses in accordance with policy file 2521 for Board members.

- NYSSBA 2011 Board Officers' Academy, August 26, 2011, Marriott, Islandia, New York
- N-SSBA Annual Resolutions Dinner, September 27, 2011, Fox Hollow, Woodbury, New York

**5.14 Establishment of Standard Work Day for Appointed and Elected Official - REVISED**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the Harborfields Central School District/Location Code 74757 hereby established 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	N/A

**5.15 Memorandum of Agreement between Harborfields Building**

**Administrators Association (HBAA) and  
Harborfields Central School District**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the Board of Education authorized the Superintendent of Schools to execute a Memorandum of Agreement (MOA) with the Harborfields Building Administrators Association (HBAA) and Harborfields Central School District. The MOA shall be incorporated by reference within the minutes of the regular meeting of August 24, 2011.

**5.16 Election of Voting Delegate to the New York State School Boards Association 2011 Annual Convention**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried (4-0), Gary Schoer will represent the Harborfields Central School District as a voting delegate at the 2011 Annual Business Meeting of the New York State School Boards Association Convention.

If the voting delegate, after arrival at the convention, is unable to serve, it is his responsibility to transfer the "Voting Delegate" identification to an alternate designated by the Board. The alternate voting delegate is Nicholas P. Giuliano.

**INSTRUCTION**

**6.1 Review of IEP Recommendations and Authorization  
for Placement and Services**

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (4-0), 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 May 11, 2011, May 18, 2011, May 25, 2011, June 1, 2011, June 2, 2011, June 3, 2011, June 9, 2011, June 15, 2011, July 27, 2011, August 3, 2011, August 9, 2011, and August 10, 2011
- **Committee on Preschool Special Education** meeting dated June 2, 2011, July 12, 2011, July 14, 2011, July 28, 2011, August 9, 2011, August 15, 2011
- **Subcommittee on Special Education** meetings dated May 11, 2011, May 18, 2011, May 25, 2011, May 27, 2011, June 1, 2011, June 2, 2011, June 3, 2011, June 7, 2011, June 10, 2011, June 14, 2011, June 16, 2011 and July 27, 2011

**6.2 Internships**

Upon motion duly made by Mr. Schoer, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following graduate students were provided with a non-paid internship commencing September 2011.

- McElhone-Bobo, Shannon, 300 hours, guidance counselor intern at HHS
- Staiano, Lynnmarie, 21 hours per week, social worker intern, Special Education Department
- Torres-Sanchez, Jaimyn, 300 hours, guidance counselor intern at HHS
- Wilde, Joy, 200 hours, guidance counselor intern at HHS

### **6.3 Annual Professional Performance Review (APPR)**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the 2009 Annual Professional Performance Review (APPR) Plan which is in the process of being aligned with Education Law §3012c was adopted. Upon finalizing all items as per collective bargaining negotiations, the APPR Plan will be subject to modification as required by law.

Further, the Superintendent of Schools will file the aforementioned APPR Plan in the office of the District Clerk and post same to the district's website on or before September 10, 2011.

### **6.4 Overnight Field Trip**

Upon motion duly made by Mr. Mastroianni, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following overnight field trip was approved:

- Approximately sixteen (16) high school students from the boys' and girls' cross country team to participate in the Vernon Verona Sherrill Invitational in Verona, New York from September 16-17, 2011

### **6.5 Policies**

#### **Adoption of Revised Policies**

Upon motion duly made by Mr. Schoer, seconded by Dr. McDonagh, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following revised policies as attached to the agenda of August 24, 2011 were adopted.

- **File 1500-E:** Rental Fees Exhibit
- **File 5420-R:** Student Health Services Regulation

#### **First Reading of Revised and Reviewed Policies**

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

- **File 2000:** Board Operational Goals
- **File 2100:** School Board Legal Status
- **File 2110:** School Board Powers and Duties
- **File 2110R:** School Board Powers and Duties Regulation
- **File 2110.1** School Board Access to Personnel Records
- **File 2111:** Board Member Authority
- **File 2111-E:** School Board Member Code of Conduct Exhibit
- **File 2111.1:** Board Member School Visits
- **File 2120:** School Board Elections
- **File 2120.1:** Candidates and Campaigning
- **File 2120.2:** Voting Procedures
- **File 2120.2R:** Voting Procedures Regulation
- **File 2121:** Board Member Qualifications
- **File 2122:** Board Member Oath of Office
- **File 2130:** Board Member Resignation
- **File 2140:** Board Member Removal From Office
- **File 2150:** Unexpired Term Fulfillment
- **File 2160:** School District Officer and Employee Code of Ethics
- **File 2170:** Board Member Conflict of Interest
- **File 2210:** Board Reorganizational Meeting
- **File 2220:** Board Officers
- **File 2230:** Appointed Board Officials
- **File 2240:** Board-Superintendent Relationship
- **File 2250:** Board Committees
- **File 2260:** Citizens Advisory Committees
- **File 2265:** Shared Decision-Making and School-Based Planning
- **File 2265.2** Student Involvement in Decision-Making
- **File 2270:** School Attorney
- **File 2310:** Regular Meetings
- **File 2320:** Special Meetings
- **File 2330:** Executive Sessions
- **File 2340:** Notice of Meetings
- **File 2341.1** Consent Agenda
- **File 2342:** Agenda Preparation and Dissemination
- **File 2350:** Board Meeting Procedures
- **File 2351:** Quorum
- **File 2352:** Rules of Order
- **File 2353:** Voting Method
- **File 2360:** Minutes
- **File 2382:** Broadcasting and Taping of Board Meetings

- **File 2390:** Board Hearings
- **File 2410:** Formulation, Adoption, and Amendments of Policies
- **File 2440:** Administration in Policy Absence
- **File 2450:** Policy Dissemination
- **File 2450-E:** Policy Dissemination Exhibit
- **File 2460:** Policy Review and Evaluation
- **File 2510:** New Board Member Orientation
- **File 2520:** Board Member Training
- **File 2521:** School Board Conferences, Conventions, Workshops
- **File 2530:** Membership in School Boards Associations
- **File 2550:** Board Member Compensation and Expenses
- **File 2700:** Board-Staff Communications
- **File 3000:** Administrative Goals
- **File 3100:** Superintendent of Schools
- **File 3120:** Duties of the Superintendent
- **File 3130:** Superintendent's Contract
- **File 3160:** Evaluation of Superintendent
- **File 3220:** Administrative Councils, Cabinets and Committees
- **File 3240:** Line and Staff Relations
- **File 3240-E:** Organization Chart
- **File 3250:** School Building Administration
- **File 3300:** Policy Implementation
- **File 3310:** Development of Regulations
- **File 3400:** Administrative Reports

### **ITEMS FOR DISCUSSION**

#### **2011-2012 Board of Education Goals**

The Board discussed the suggested goals for the 2011-12 school year. Ms. Todaro advised the Board that goals will be prepared and presented at the September 7 meeting.

#### **Facility Usage Fee Review Update**

Ms. Todaro advised the Board that a proposal establishing fees for use of facilities will be presented at the September 21, 2011 meeting. A plan to identify various classes will be considered.

#### **2011-2012 Board of Education Meeting Reports/Agenda Items Schedule**

A copy of Board of Education Meetings Reports/Agenda was attached to this agenda outlining all Board meetings and anticipated reports that would be given at these meetings. Ms. Todaro advised the Board that school visits have been scheduled for Tuesday, September 27. Additionally, a webinar to view the Board Docs program has



been scheduled for September 27 between 4:30 p.m. and 6 p.m. in the OMS Board Room.

#### 2011-2012 Board of Education Student Representative

Ms. Todaro informed the Board that the student representative from Harborfields High School for the 2011-12 school year will be Bridget Greene.

#### Library Tutoring Policy

Ms. Todaro advised the Board that she is still waiting for a response from the library regarding this policy. She continued that she would get a tally of legal expenses associated with the library tutoring issue.

#### Meet the Teacher Nights, 2011-2012 School Year

Ms. Todaro asked the Board if anyone would be interested in attending Meet the Teacher Nights. A list of dates, grades, and times was included in the agenda packet. The Board stated that they would e-mail Ms. Todaro if they were available to attend some of these meetings.

#### Letter to Key Communicators

On behalf of the Board, Ms. Todaro prepared a letter to be sent to Key Communicators in our district. The Board approved the letter.

#### NYSHIP - Health Insurance Loss Runs

Mr. Mastroianni stated that we should indicate to Senator Marcellino that we are not satisfied with the letter we received from the Department of Civil Service related to the district's inability to obtain competitive bids on a healthcare plan due to the fact that they cannot provide the district with loss runs. Dr. McDonagh asked if the district is expending legal fees regarding this matter. Ms. Todaro indicated that the district is expending legal fees. Mr. Mastroianni asked that this item be placed on the agenda from time to time to get an update as to what is happening.

### **BOARD OF EDUCATION ACTIVITIES**

There were no Board of Education activities.

### **PUBLIC PARTICIPATION**

A resident stated that this is a more effective Board and administration than we had in Harborfields five years ago. She continued that with regard to the Board's goals, she felt the Board should change the language which would help them achieve their goals.

### **EXECUTIVE SESSION**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried (4-0), the Board, district office administrators, and district clerk moved to Executive Session at 9:20 p.m. for the purpose of discussing contract negotiations.

The Board reconvened the public meeting at 9:40 p.m.

**5.10 Salary Schedules for Non-Unit Bargaining Personnel**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the salary schedule for non-bargaining personnel was approved in accordance with the schedule attached to the official minutes of August 24, 2011.

**ADJOURNMENT**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (4-0), the Board adjourned the regular meeting of August 24, 2011 at 9:43 p.m.

Respectfully submitted,

Barbara Muller  
District Clerk