

APPROVED MINUTES

HARBORFIELDS CENTRAL SCHOOL DISTRICT GREENLAWN, NEW YORK 11740

Kind of Meeting	-	Regular Meeting
Place of Meeting	-	OMS Auditorium
Date of Meeting	-	November 16, 2011
Board Members Present	-	Mr. Giuliano, Mrs. Boba, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer, Mr. Toles
Board Members Absent	-	Mr. Banks
Others Present	-	Ms. Todaro, Acting Superintendent, Mr. Nimmo, Mr. Sallie, Ms. Muller, Community Members

Mr. Giuliano called the meeting to order at 6:10 p.m.

EXECUTIVE SESSION

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), the Board, district office administrators, and district clerk moved to Executive Session at 6:11 p.m. for the purpose of discussing a legal matter, contract/negotiation issues, and a particular student issue.

At 7:10 p.m. the Board recessed to attend the OMS Blue Ribbon Ceremony.

The Board reconvened the public meeting at 8:20 p.m. Mr. Giuliano led the audience in the Pledge of Allegiance and instructed those in attendance where to exit the building in case of an emergency. He also asked that all cell phones and beepers be silenced during the meeting.

PUBLIC PARTICIPATION

There was no public participation at this time.

ANNOUNCEMENTS

Board Recognition Program

The following students/staff were recognized for outstanding achievements:

- Mi Kyung Kim, Siemens Semi-Finalist
- Kasey Stolba, News 12 Scholar Athlete of the Week
- Dr. David Bennardo, Advanced Placement Honor School for 2nd Year in a Row
- Joanne Giordano, Oldfield Middle School was named as a "National Blue Ribbon School of Excellence"

ACTING SUPERINTENDENT'S REPORTS

Student Representative's Report

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

- 60 new National Helpers attended at 72 hour training session
- Leaders Club – 6 students inducted into the Thespian Society
- ***Lend Me a Tenor*** was performed November 4 and 5
- October 27 HHS hosted Safe Halloween

Acting Superintendent's Report

Ms. Todaro stated that Superintendent's Conference Day was held on November 8. She stated that it was a very successful day. She advised the Board that November 15 was School Related Professionals' Day honoring Teaching Assistants, Paraprofessionals, and all district support staff. Ms. Todaro thanked all support staff for all they do for the district.

Harborfields Council of PTAs Presentation

Colleen Rappa, President, Harborfields Council of PTAs, explained the mission statement of the Council of PTAs. A comprehensive copy of the mission statement is on file with the district clerk.

Overview of APPR Process

Ms. Todaro gave an overview of the APPR (Annual Professional Performance Review) Plan. She stated that the new evaluation system is designed to measure teacher and principal effectiveness based on performance, including measures of student achievement and evidence of educator effectiveness in meeting New York State teacher or school leader standards.

A comprehensive report is on file in the office of the Acting Superintendent of Schools.

Overview of Tax Cap Legislature

Mr. Nimmo gave a report on "Understanding New York's Property Tax Levy Cap." He stated that the Property Tax Cap NYS Laws of 2011 are as follows:

- Begins in the 2012-13 year budget
- In effect through 2016-17
- Not really a "cap"
- Defines a CPI based Tax Levy Limit and an Allowable Tax Levy
- Sets a higher level of voter approval if the proposed levy exceeds the Allowable Levy

A comprehensive report is on file in the office of the Assistant Superintendent for Business.

BOARD OF EDUCATION MINUTES

The Board of Education accepted the following minutes:

- Special Meeting, October 6, 2011
- Regular Meeting, October 19, 2011
- Special Meeting, November 2, 2011

FINANCE

4.1 Treasurer's Report

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

4.2 Schedules of Bills

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the schedules of bills attached to the agenda of November 16, 2011 were accepted.

4.3 Financial Status Report

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Toles, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the Financial Status Report for September 2011 was accepted.

4.4 Budgetary Transfer of Funds

Upon motion duly made by Mr. Toles, seconded by Dr. McDonagh, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the budgetary transfer of funds as attached to the official minutes of November 16, 2011 were approved.

4.5 Surplus Equipment

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the surplus equipment as listed in the attachments to the agenda of November 16, 2011 was declared surplus and will be disposed of accordingly.

- Phonic Ear Receivers

4.6 Gifts and Increase in Appropriations

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

1. Gift from TJJ PTA (\$388.60) to be used under the guidance and direction of Florence Tuzzi, Principal, TJJ for the purchase of playground equipment
2. Gift from Harborfields Council of PTAs Parents As Partners Committee (\$3,600.00) to be administered under the guidance and direction of Thomas Gellert, Director of Music and Art to cover costs of the Rachel's Challenge Program
3. Grant from MSG Varsity Network LLC (\$2,000) to be administered under the guidance and direction of Dr. David Bennardo, Principal, Harborfields High School to cover the stipend paid to the media club advisor

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

- | | |
|----------------------------|-------------|
| 1. A2110.5130.06.2210..... | \$ 388.60 |
| 2. A2112.4900.34.2400..... | \$ 3,600.00 |
| 3. A2850.1520.12.2850..... | \$ 2,000.00 |

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

4.7 Gifts

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

1. Donations totaling \$250.00 for the James T. Brennan Scholarship Fund from Gail Brill, Teaching Assistant at TJJ (\$5.00), Karen Short, Teaching Assistant at HHS (\$20.00), and \$225.00 from the United Teaching Assistants of Harborfields
2. Two (2) children's books: "Everything Rocks and Minerals" and "Jump into Science Rocks and Minerals" by Steve Tomecek to the Washington Drive Primary School
3. POW/MIA flag to the Washington Drive Primary School from Jen McRae Fitzsimmons, a district resident

4.8 School Service/Specialized Education Agreements

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

- **ASPIRE Center for Learning and Development** to provide educational services, including behavior plan development and implementation, ongoing parent training, counseling services, and speech and language 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 for in said agreement.
- **Myra, Allen, Speech and Learning Center** to provide educational services, including special education speech and language consulting 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 for in said agreement.

4.9 Appointment of Acting District Clerk to Serve at Annual Meeting and Election of the Harborfields Public Library and Appointment of Director to Accept Absentee Ballots

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, Ann Marie Jones was appointed as Acting District Clerk of the Harborfields Public Library for the purpose of performing such duties of the District Clerk as may be required under the Education Law in connection with the Annual Election of the Harborfields Public Library to be held on April 3, 2012. Ann Marie Jones' authority shall be limited solely to those actions required of a school district clerk in connection with the said Annual Meeting and Election, and upon the performance of such duties the authority vested in Ann Marie Jones by this resolution shall terminate.

Carol Albano, Director of the Harborfields Public Library, or her designee was appointed for the purpose of accepting absentee ballots for the Harborfields Public Library Budget Vote and Trustee Election to be held on April 3, 2012.

4.10 Acceptance of Harborfields Central School District Audit Report and Financial Statements for the year ended June 30, 2011

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Toles, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the Board of Education accepted the Harborfields Central School District Audit Report and Financial Statements for the year ended June 30, 2011 prepared by Cullen & Danowski, LLP, Certified Public Accountants.

4.11 Parentally Placed Private School/Special Education Service Contracts

Upon motion duly made by Mr. Toles, seconded by Dr. McDonagh, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following parentally placed private school/special education service contracts between the

Harborfields Central School District “District of Residence” and the school “District of Location” listed below were 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 district in accordance with Education Law Section 3602-c and regulations of the Commissioner of Education.

- Three (3) Harborfields Central School District students attending a private school within the Huntington UFSD effective July 1, 2010 through June 30, 2011
- One (1) Harborfields Central School District student attending a private school within the Oyster Bay–East Norwich Central School District effective July 1, 2011 through June 30, 2012.

4.12 Bid

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Toles, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following bid as attached to the official minutes of November 16, 2011 was approved.

- **Bid 2011-3 – Transportation Bid**

HUMAN RESOURCES

5.1 Resignation

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

- Maxwell, Heather, Part-time Teaching Assistant, OMS, effective close of business November 22, 2011

5.2 Revision of Resignation

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

- Allen, Jacquelin, Assistant Principal, OMS, effective close of business December 9, 2011

5.3 Leaves of Absence

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

Name	Assignment	School	Dates Paid	Dates Unpaid
Cirnigliaro, Adam	Teaching Assistant	TJL	N/A	1/17/12-5/11/12
Cox, Jordan	Assistant Principal	TJL	2/27/12-3/16/12	N/A
Gavin, Kristin	English Teacher	HHS	1/3/12-2/3/12	2/6/12-2/17/12

5.4 Professional Appointments

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following professional appointments in accordance with the schedule attached to the official minutes of November 16, 2011 were approved.

Part-time for the maximum period through June 30, 2012 to serve at the pleasure of the Board of Education		
Name	School	Assignment
Brussell, Douglas T.	OMS	Teaching Assistant
Weilandics, Leigh	OMS	Teaching Assistant

5.5 Change in Status

Upon motion duly made by Mr. Mastroianni, seconded by Mrs. Boba, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following change in status in accordance with the schedule attached to the official minutes of November 16, 2011 was approved:

- Clark, Lidia, from Food Service Worker, TJL, to Cook Manager, TJL effective November 17, 2011

5.6 Substitute List Addendum 2011-2012

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the substitute list addendum as attached to the official minutes of November 16, 2011 was approved for the maximum period through June 30, 2012 to serve at the pleasure of the Board of Education.

5.7 Extracompensation Appointment Schedule 2011-2012

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the official minutes of November 16, 2011 were approved.

5.8 New Teacher Mentor Program for 2011-2012 School Year

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following staff members were approved for participation in the New Teacher Mentor Program during the 2011-2012 school year for a stipend of \$40.77 per hour for a maximum of 45 hours.

New Teacher Mentors	School
Carnaxide, Michelle	HHS
Ello, Pamela	OMS
Fleishman, Carol	HHS
Kraham, Alison	TJL
Scott, Jennifer	OMS

5.9 Non-unit Central Office Administrator Contract

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), this item was tabled at this time.

5.10 Amendment to Non-unit Central Office Administrators Contracts

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the employment agreement for William H. Nimmo, Assistant Superintendent for Business, was approved, as amended.

Upon motion duly made by Dr. McDonagh, seconded by Mr. Toles, and carried (6-0), Diana Todaro's contract 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 vacation accrual 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 Dr. McDonagh, seconded by Mr. Toles, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, that the Board of Education authorized said separation payment as described in the separation payment as attached to the official minutes of November 16, 2011.

- Allen, Jacquelin, Assistant Principal, OMS

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

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

- N-SSBA Semi-Annual Dinner Meeting, November 29, 2011, The Morrelly Center, Bethpage, New York
- NYSSBA Winter Law Conference, Solving the School Budget Puzzle, January 12, 2012, Islandia Marriott
- Federal Legislative Network conference, February 5-7, 2012, Washington, D.C.

INSTRUCTION

6.1 Overnight Field Trips

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Toles, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the overnight field trips listed below were approved.

- Approximately 100 students from Harborfields High School's Marching Band and Kickline Teams to participate in a Marching Band Clinic at SUNY Farmingdale, New York from August 16-18, 2012
- Approximately 30 students from the Harborfields High School Varsity Wrestling Team to participate in a wrestling tournament in Berlin, Connecticut from December 16-17, 2011.

6.2 Textbook Adoption

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following textbook was adopted:

- Imaginez: Le Francais sans Frontiers for Harborfields High School's LOTE program

6.3 Review of IEP Recommendations and Authorization for Placement and Services

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Toles, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, after review by the Board of Education of the IEP recommendations that authorization was granted to provide for the placement and services contained in the following recommendations of the CSE, CPSE, and SCSE.

- **Committee on Special Education** meetings dated October 12, 2011, October 19, 2011, November 2, 2011 and November 7, 2011
- **Committee on Preschool Special Education** meeting dated October 13, 2011, October 20, 2011 and October 27, 2011
- **Subcommittee on Special Education** meetings dated October 20, 2011 and October 26, 2011

6.4 First Reading of Revised Board of Education Policies

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

- File 7000: Facilities Development Goals
- File 7100: Facilities Planning
- File 7120: Enrollment Projections
- File 7360: Construction Contracts, Bidding and Awards
- File 8000: Support Services Goals
- File 8100: School Building Safety
- File 8115: Pesticides and Pest Management
- File 8122: Accident Reports
- File 8130: Emergency Plans
- File 8132: Fire Drills
- File 8132-R: Fire Drills Regulation
- File 8133: Bomb and Other Serious Threats
- File 8134: Emergency Closings

ITEM FOR DISCUSSION

Scholarship for Frank J. Carasiti

Mrs. Boba advised the Board that she spoke with the Carasiti family and their wish is to create a scholarship in Mr. Carasiti's name. Since this is an outside activity, it would be handled through HACO.

BOARD OF EDUCATION ACTIVITY

NYSSBA Annual Convention, Buffalo Niagra Convention Center, Buffalo, New York, October 27-30, 2011

This item will be discussed at the December 14, 2011 Board meeting.

PUBLIC PARTICIPATION

There was no public participation at this time.

EXECUTIVE SESSION

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried (6-0), the Board and Acting Superintendent moved to Executive Session at 9:20 p.m. for the purpose of discussing a personnel contract.

The Board reconvened the regular meeting at 10:50 p.m.

ADJOURNMENT

Upon motion duly made by Mr. Toles, seconded by Dr. McDonagh, and carried (6-0), the Board adjourned the regular meeting of November 16, 2011 at 10:51 p.m.

Respectfully submitted,

Barbara Muller
District Clerk