

HARBORFIELDS CENTRAL SCHOOL DISTRICT  
GREENLAWN, NEW YORK

BOARD OF EDUCATION  
REGULAR MEETING PUBLIC AGENDA  
Washington Drive Primary School  
December 14, 2011

**MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE**

**EXECUTIVE SESSION 6:00 P.M.**

**PUBLIC PARTICIPATION**

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

**ACTING SUPERINTENDENT'S REPORTS**

- 2.1** Student Representative's Report  
**Bridget Greene, HHS Student Representative**
- 2.2** Acting Superintendent's Report  
**Diana Todaro, Acting Superintendent of Schools**
- 2.3** Overview of Enrichment Program  
**Florence Tuzzi, Principal, TJL**  
**Christine Mayr, Teacher, TJL**

**BOARD OF EDUCATION MINUTES**

- 3.1** Regular Meeting, November 16, 2011 ..... Pages 11-21  
Special Meeting, November 30, 2011..... Pages 22-23

**FINANCE**

- 4.1** Treasurer's Report ..... Pages 24-25

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the Treasurer's Report for November 2011 be approved.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

- 4.2** Schedules of Bills..... Pages 26-55

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the schedules of bills attached to the agenda of December 14, 2011 be accepted.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

**4.3 Financial Status Report ..... Pages 56-112**

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

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**4.4 School Service/Specialized Education Agreement ..... Pages 113-118**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the following School Service/Specialized Education Agreement between the Harborfields Central School District and the contractor listed below, in accordance with Part 200 of the regulations of the Commissioner of Education for children with handicapping conditions be approved.

- **Cleary School for the Deaf** to provide instructional services and 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 rates set forth in said agreement.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**4.5 Parentally Placed Private School/Special Education Service Contract ..... Pages 119-123**

**Be it resolved**, upon the recommendation of the Acting 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 be 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.

- **West Islip Union Free School District**, 1 student attending a private school within the West Islip Union Free School District, effective July 1, 2011 through June 30, 2012.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**4.6 Health Services Agreements ..... Pages 124-131**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the following health services 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 be approved.

- **Deer Park UFSD**, 1 student attending St. Cyril & St. Methodius School at a cost of \$780.52.
- **West Islip**, 1 student attending attending a private school within the West Islip Union Free School District at a cost of \$672.79.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

**4.7 Acceptance of Gifts/Grants and Increase in Appropriations.... Pages 132-148**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the following gifts/grants be accepted:

1. Grants from Cablevision Lightpath (\$37,970.63) and Verizon (\$5,434.46) to be used under the guidance and direction of the Office of Curriculum and Instruction
2. Grant from AT&T Corporation (\$1,072.37) to be used under the guidance and direction of the Office of Curriculum and Instruction
3. Grants from WDPS PTA in the amount of \$1,126.65 and \$328.50 to be used under the guidance and direction of the Principal of Washington Drive Primary School
4. Gift from HACEF in the amount of \$4,573.79 to be used under the guidance and direction of the Office of Curriculum and Instruction to support various district programs

**Be it further resolved**, upon the recommendation of the Acting Superintendent of Schools, pursuant to the anticipated receipt of the gifts/grants to reimburse our expenses, appropriations for 2011-2012 be increased as follows:

1. A2630.2000.42.2630 ..... \$ 43,405.09
2. A2630.2000.42.2630.....\$ 1,072.37
3. A2110.5110.05.2210..... \$ 1,126.65  
A2110.5130.05.2430 ..... \$ 328.50
4. A2110.5100.11.2310..... \$ 597.69  
A2112.2000.34.2400.....\$ 1,269.60  
A2110.5160.11.2540.....\$ 1,200.00  
A2855.5220.36.2855.....\$ 1,506.50

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:**\_\_\_\_\_

**4.8 Acceptance of Gift..... Pages 149-153**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the following gift be accepted:

- Four (4) gift cards to Michael Stores, Inc. each with a value of \$200.00; one gift card per school. This gift is being made as a condition of settlement agreement between Michael Stores, Inc. and the NYS Attorney General's Office

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

***HUMAN RESOURCES***

**5.1 Revised Certified Home Instructors List for School Year 2011-2012**..... Pages 154-155

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the certified teachers named in the attachment to the agenda of December 14, 2011 be appointed as home instructors for the 2011-2012 school year.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**5.2 Professional Appointments**..... Pages 156-161

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the following professional appointments in accordance with the schedule attached to the agenda of December 14, 2011 be 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>           |
| Goldstein, Shelley   | OMS           | Teaching Assistant          |
| <b>Temporary Full-time</b>   |               |                             |
| for the maximum period through June 30, 2012 to serve at the pleasure of the Board |               |                             |
| Thornton, Robert   | OMS           | Interim Assistant Principal |

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**5.3 Creation of Positions** ..... Pages 162-163

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools the Board of Education hereby creates two permanent positions (three hours per day) 10-month food service workers to be assigned to OMS and TJL effective December 15, 2011.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**5.4 Civil Service Appointments..... Pages 164-168**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the following civil service appointments in accordance with the schedule attached to the agenda of December 14, 2011 be approved.

| Probationary Part-time    |        |                                 |
|---------------------------|--------|---------------------------------|
| Name                      | School | Assignment                      |
| Tivner, Sara              | TJL    | Food Service Worker (10 months) |
| Zappelloni-Roberts, Laura | OMS    | Food Service Worker (10 Months) |

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**5.5 Permanent Appointments**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the following employees be granted permanent appointments.

| Permanent Appointments |          |                                    |                |
|------------------------|----------|------------------------------------|----------------|
| Name                   | School   | Assignment                         | Effective Date |
| Abner, Linda           | District | Senior Clerk Typist<br>(12 months) | 1/7/12         |
| Rushton, Doreen        | District | Clerk Typist<br>(12 month)         | 1/1/12         |
| Szewczuk, Patricia     | District | Principal Clerk<br>(12 months)     | 12/20/11       |

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**5.6 Substitute List Addendum 2011-2012..... Page 169**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the substitute list addendum as attached to the agenda of December 14, 2011 be approved for the maximum period through June 30, 2012 to serve at the pleasure of the Board.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**5.7 Extracompensation Appointment Schedule 2011-2012 ..... Pages 170-172**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the agenda of December 14, 2011 be approved.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**5.8 District Board of Education Members, District Clerk, and District Office Administrators to Attend Conference**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the Board of Education members, district clerk, and the district office administrators be authorized to attend the conference listed below and be reimbursed for expenses in accordance with policy file 2521.

- NYSSBA's Winter Law Conference: "Solving the School Budget Puzzle," January 15, 2012, Islandia Marriott

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**5.9 Approval of Appointments to the District Committee on Special Education** ..... Page 173

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the following parent members be appointed to the District Committee on Special Education effective December 15, 2011 through June 30, 2012:

- Carol Grossman
- Mary McKenna
- Nancy Scanlon

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**5.10 Non-unit Central Office Administrator Contract** ..... Pages 174-178

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the employment agreement for the following central office administrator be accepted for the 2011-2012 school year.

- Diana Todaro, Deputy Superintendent for Curriculum and Instruction

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**5.11 Amendment to Non-unit Central Office Administrator's Contract** ..... Pages 179-181

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the employment agreement for the following central administrator be amended for the 2011-2012 school year.

- Diana Todaro, Deputy Superintendent for Curriculum and Instruction

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

## **INSTRUCTION**

### **6.1 Review of IEP Recommendations and Authorization for Placement and Services..... Pages 182-196**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, after review by the Board of Education of the IEP recommendations that authorization be 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 November 9, 2011, November 21, 2011 and November 30, 2011
- **Committee on Preschool Special Education** meeting dated November 10, 2011, November 17, 2011, November 22, 2011, December 1, 2011 and December 6, 2011
- **Subcommittee on Special Education** meetings dated October 18, 2011, October 28, 2011 and November 7, 2011

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

### **6.2 Guidance Internship..... Page 197**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the following graduate student from Long Island University, C.W. Post be provided a non-paid 300-hour guidance internship commencing January 2011.

- Rebecca Boker assigned to Harborfields High School's Guidance Department

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

### **6.3 Adoption of Revised Board of Education Policies ..... Pages 198-212**

**Be it resolved**, upon the recommendation of the Acting Superintendent of Schools, the following revised policies as attached to the agenda of December 14, 2011 be adopted.

- **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**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**6.4 First Reading of Revised Board of Education Policies ..... Pages 213-258**

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

- **File 8121 First Aid**
- **File 8132 Fire Drills**
- **File 8132-R: Fire Drills Regulation**
- **File 8240 Traffic and Parking on School Property**
- **File 8260 Wellness Center Acceptable Use Policy**
- **File 8260-R Wellness Center Acceptable Use Regulation**
- **File 8260-E Wellness Center Acceptable Use Release Form**
- **File 8300 Material Resources Management**
- **File 8330 Authorized Use of School-Owned Materials and Equipment**
- **File 8332 Use of Cell Phones**
- **File 8332-R Cellular Telephone Regulation**
- **File 8410 Student Transportation**
- **File 8413 Transportation for Nonpublic School Students**
- **File 8414 School Bus Safety**
- **File 8414-R School Bus Safety Regulation**
- **File 8520 Free and Reduced Price Food Services**
- **File 8700 Insurance**
- **File 9000 Personnel Policy Goals**
- **File 9110.2 Sexual Harassment of Employees**
- **File 9110.4 Employees with HIV-Related Illness**
- **File 9110.4-R Employees with HIV-Related Illness Regulations**
- **File 9120 Staff Ethics**
- **File 9120.1 Conflict of Interest**
- **File 9160 Personnel Records**
- **File 9170 Meals and Refreshments**
- **File 9170-R Meals and Refreshments Regulation**
- **File 9210 Staff Positions**
- **File 9220 Staff Qualifications**
- **File 9220-R Staff Qualifications Regulation**
- **File 9320 Substance Abuse Policy**
- **File 9330 Smoking on School Premises by Staff**
- **File 9340 Employee Assistance Program**
- **File 9420 Staff Evaluation**
- **File 9645 Disclosure of Wrongful Conduct**



- **File 9675**            **Vacation Accrual and Payment**
- **File 9810**            **Negotiations Legal Status**

## **ITEM FOR DISCUSSION**

### **7.1**    Volunteers for Clubs

## **BOARD OF EDUCATION ACTIVITIES**

- N-SSBA Semi-Annual Dinner Meeting, November 29, 2011, The Morrelly Center, Bethpage, New York  
**Gary Schoer, Board Member**  
**Diana Todaro, Acting Superintendent of Schools**  
**William H. Nimmo, Assistant Superintendent for Business**  
**Andrew Cacciola, School Maintenance Leader**
- Western Suffolk BOCES Annual Dinner-Wilson Tech, December 1, 2011  
**Nicholas P. Giuliano, President, Board of Education**  
**Donald W. Mastroianni, Board Member**  
**Gary Schoer, Board Member**  
**Diana Todaro, Acting Superintendent of Schools**  
**William H. Nimmo, Assistant Superintendent for Business**
- Western Suffolk BOCES Meeting-December 7, 2011, Wheatley Center, Dix Hills  
**Nicholas Giuliano, President, Board of Education**  
**Diana Todaro, Acting Superintendent of Schools**  
**William Nimmo, Assistant Superintendent for Business**  
**Colleen Rappa, President, Harborfields Council of PTAs**

## **PUBLIC PARTICIPATION**

## **ADJOURNMENT**