

HARBORFIELDS CENTRAL SCHOOL DISTRICT
GREENLAWN, NEW YORK

Kind of Meeting	-	Regular Meeting
Date of Meeting	-	January 16, 2013
Place of Meeting	-	OMS Auditorium
Board Members Present	-	Mr. Giuliano, Ms. Boba, Mr. Banks, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer, and Mr. Toles
Board Members Absent	-	None
Others Present	-	Ms. Todaro, Mr. Nimmo, Mr. Sallie, Ms. Whelan, and Community Members

Mr. Giuliano called the meeting to order at 6:00 p.m.

EXECUTIVE SESSION

Upon motion duly made by Ms. Boba, seconded by Mr. Schoer, and carried (6-0), the Board and district office administrators moved to Executive Session at 6:01 p.m. for the purpose of confidential discussions on candidates for the position of assistant superintendent.

The Board reconvened the regular meeting at 7:05 p.m. Mr. Giuliano led the audience in the Pledge of Allegiance, and he instructed those in attendance where to exit the building in case of an emergency. He asked that all cell phones and beepers be silenced during the meeting.

PUBLIC PARTICIPATION

There was no public participation at this time.

BOARD RECOGNITION PROGRAM

The following students were recognized by the Board of Education:

- Jacob Wax, Intel Semi-Finalist.
- Katherine Adams, Amanda Conklin, Jacob Wax, Margaret Winthrop, Stephanie Zamow, Young Sung (James) Kim, Gabriella Savino, Brian Umbach, Samuel Vodopia, Ye Seul (Laura) Im, Miranda Abbott, Eric Hochwald, and Daniel Saulle, 2012 NYSCAME/SCMEA High School All-County Music Festival.
- Miranda Abbott and Daniel Saulle, 2013 NAFME All-Eastern Honors Music Ensembles.
- Nina Lesser, NY State Championship Swim Meet (50Y Freestyle, 200Y and 400Y Freestyle Relays).

- Nicolette Gibbons and Kaylee Griskie, NY State Championship Swim Meet (200Y and 400Y Freestyle Relay).
- Sierra Weiner, NY State Championship Swim Meet (200Y Freestyle Relay).
- Rachel Kuenzler, NY State Championship Swim Meet (400Y Freestyle Relay).
- Graham Cohen and Alexandra Katz, Suffolk Zone Award.

The following staff members were recognized by the Board of Education:

- Bryon Proctor, founded “Distant Memories Swim” to raise awareness, funds and support for those currently affected or who will become affected by Alzheimer’s Disease.
- Allison Bilawsky, Clare Jackson, and Alan Walter, for their dedication and support in guiding their music students to be chosen to participate in the 2012 NYSCAME/SCMEA High School All-County and All-State Music Festivals.
- Andrea Thomsen, for her dedication and support in guiding athletes to qualify for the NY State Championship Swim Meet and for coming in 2nd in Suffolk with an undefeated season.
- Brian Harris, Susan Koenig, Mary Fagan, and Sylvia Sales, for going above and beyond.
- Regina Antretter, Michelle DaSilva, Allison Bilawsky, Jennifer Gilhuley, Jessica Lowenhar, Jeff Shade, Susan Turrini, and Augie Rettino, for going above and beyond to support community members during the aftermath of Hurricane Sandy.
- Monica Zenyuh, Adopt A School Program

SUPERINTENDENT’S REPORTS

Student Representative’s Report

Michael Carillo, student representative from HHS, gave the following report:

- The PTA Scholarship Variety Show was a big success with sold out shows for both evenings.
- Harborfields High School students and faculty crafted over 350 handmade snowflakes to send to the students from Sandy Hook Elementary School in Newtown, CT to help them go back to school with a “Winter Wonderland” awaiting them.
- Harborfields High School students Eliza Greenberg, Colleen Morgan, Meaghan Schumm, and Megan Wagenhauser were selected to exhibit their artwork at The Art League of Long Island’s 6th Annual Go APE Advanced Placement Exhibition.
- Harborfields High School senior, Jacob Wax, was selected as a semifinalist in the prestigious Intel Science Talent Search Competition for his research on the

development of computer-based biosensors that would immediately detect the presence of bacteria long before traditional tests that take hours or even days.

- DECA Business Competition winners and honorable mentions go to: Dylan Kaufman (1st Place), Christopher Berg (2nd Place), Kelly Moore, Sasha Moore, and Jessica Schilling (Top 10 Winners), Jose Villatoro, Benjamin Belfar, Jessica Guarino, and Renee Buchholtz (Honorable Mentions)
- Lauren Antonucci, Scholar Artist and Harborfields High School senior, was recently highlighted in *Newsday* for her photography talents.
- Leadership Club held an Eighties Zumba night with the proceeds donated to Hurricane Sandy victims in Long Beach, NY.
- Several students (Andrew Attivissimo, Tim Horne, Joseph Masselli, James Kim, Jordan Annunziata, Alrick Fogah and Rainell Pitt) received recognition through the Random Acts of Kindness Program

Superintendent's Report

Ms. Todaro announced that the Board of Education held a special meeting last week on January 10, 2013, at which time a resolution was passed approving a lease agreement between the district and Treasure Cove, Inc., a local preschool, for the rental of classroom space at Washington Drive Primary School. Ms. Todaro explained that enrollment is significantly declining and coming into the 2012-2013 school year, the district realized they would have about six classrooms at Washington Drive that would not be used. Ms. Todaro noted that the lease agreement would provide additional revenue for the district.

National Grid and LIPA Presentation

Representatives from National Grid and LIPA presented the district with checks totaling \$302,364, representing rebates the district received from both companies as a result of the Energy Performance Contract. Mr. Andrew Cacciola, Facilities Director, gave a brief overview of the improvements made by the district through the Energy Performance Contract and stated that overall savings realized by the district would be compiled at the end of the school year.

HHS Club Presentations: Leadership and Interact

Ms. Todaro announced that each year the Board of Education identifies specific goals and objectives, and one of the Board's goals this year was to give the community an overview of the various clubs available to the students. Ms. Todaro invited Dr. Rory Manning, Principal at Harborfields High School, to introduce the club advisors and some student members from two of the high school's clubs, the *Interact Club* and the *Leadership Club*. Mr. Gregory Taylor, Leadership Club Advisor, and Ms. Kristen

Greening, Interact Club Advisor, along with several of their students presented an overview of their respective club's mission and the various events and activities they are involved with throughout the school year.

Claims Auditor's Report

The district's Claims Auditor, Ms. Maryann Viglucci, reported that for the first six months of the school year, there were five confirming purchase orders out of approximately 2,100 documents processed.

Safety and Security Presentation

Ms. Todaro noted that the safety and security of our students and staff has always been a priority for the district, and the topic has now been brought to the forefront in the aftermath of the terrible tragedy at Sandy Hook Elementary School in Newton, CT. Ms. Todaro explained that the district took immediate action in the aftermath of the Newton, CT tragedy by scheduling emergency staff meetings to review safety procedures and mailed a letter to community residents to reassure what safety measures are in place. Ms. Todaro explained that the district is looking at many elements to further enhance security in our schools and displayed a PowerPoint presentation to highlight what steps the district has taken and continues to take to keep students and staff safe.

2013-2014 Budget Presentation

Ms. Todaro announced that preparation of the proposed 2013-2014 budget is currently underway, and she gave a brief PowerPoint presentation providing an overview of the budget timeline, unfunded state and federal mandates, enrollment projections, and other areas of concern. She noted that the material presented did not include any specific numbers at this stage on where cuts/reductions would be made, as the state has yet to release their numbers on state aid. She explained that the state's numbers should be available next week, and she would be able to provide more specific information at the February 13, 2013 Board meeting.

BOARD OF EDUCATION MINUTES

The Board of Education accepted the following minutes:

- Regular Meeting, December 12, 2012
- Special Meeting, January 10, 2013

FINANCE CONSENT AGENDA

4.1 Call for Removal of Resolutions from the FINANCE Consent Agenda

There were no items removed from the Finance Consent Agenda.

4.2 Finance Consent Agenda

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (6-0), all items in the area of Finance on the agenda of January 16, 2013 were approved by the Board of Education by consent. The Board expressed their thanks and appreciation for the donation made by former Board member Judith Chen to the James T. Brennan Memorial Scholarship Fund.

4.3 Private School Placement/Special Education Services Contracts

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following special education services contracts between the Harborfields Central School District "District of Resident" and the schools "District of Location" listed below. The "District of Residence" will be billed for special education services for children residing in the Harborfields Central School District and attending nonpublic schools in said school districts in accordance with Education Law Section 3602-c and regulations of the Commissioner of Education.

- One (1) student residing within the Harborfields Central School District attending a private school within the Half Hollow Hills Central School District effective July 1, 2012 through June 30, 2013
- Three (3) students residing within the Harborfields Central School District attending a private school within the Huntington Union Free School District effective July 1, 2012 through June 30, 2013
- One (1) student residing within the Harborfields Central School District attending a private school within the Syosset Central School District effective July 1, 2011 through June 30, 2012
- One (1) student residing within the Harborfields Central School District attending a private school within the Syosset Central School District effective July 1, 2012 through June 30, 2013.

4.4 Schedule of Bills

Upon the recommendation of the Superintendent of Schools, the Board of Education accepted the Schedule of Bills attached to the agenda of January 16, 2013.

4.5 Treasurer's Report

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the Treasurer's Report for November 2012.

4.6 Financial Status Report

Upon the recommendation of the Superintendent of Schools, the Board of Education accepted the Financial Status Report for November 2012.

4.7 Acceptance of Scholarship Fund Donation

Upon the recommendation of the Superintendent of Schools, the Board of Education accepted the following gift:

- \$500.00 donation from Judith A. Chen to be applied to the James T. Brennan Memorial Scholarship Fund

4.8 Acceptance of Gifts/Grants and Increase In Appropriations

Upon the recommendation of the Superintendent of Schools, the Board of Education accepted the following gift/grant:

- E-Rate Grant from Verizon Wireless in the amount of \$1,155.02 to be used under the guidance and direction of the Office of Curriculum and Instruction to support the district's technology program.

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

A2630.2000.42.2630	\$1,155.02
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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 Health Services Agreements

Upon the recommendation of the Superintendent of Schools, the Board of Education approved 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 2012-2013 school year:

- Comsewogue School District, one (1) student attending North Shore Christian School at a cost of \$730.24
- Syosset UFSD, three (3) students attending St. Edward the Confessor School at a cost of \$859.23 each, totaling \$2,577.69 and ten (10) students attending Our Lady of Mercy Academy at a cost of \$859.23 each, totaling \$8,592.30

4.10 Surplus Books

Upon the recommendation of the Superintendent of Schools, the Board of Education approved that the surplus books, as listed in the attachments to the agenda of January 16, 2013, be declared surplus and disposed of accordingly.

- Library books in the Harborfields High School Library

HUMAN RESOURCES CONSENT AGENDA

5.1 Call for Removal of Resolutions from the HUMAN RESOURCES Consent Agenda

There were no items removed from the Human Resources Consent Agenda.

5.2 Human Resources Consent Agenda

Upon motion duly made by Ms. Boba, seconded by Mr. Banks, and carried (6-0), all items in the area of Human Resources on the agenda of January 16, 2013 were approved by the Board of Education by consent.

5.3 Resignation

Upon the recommendation of the Superintendent of Schools, the Board of Education accepted the following resignation:

- Jenna Vanek, part-time Teaching Assistant, TJL, effective close of business January 8, 2013

5.4 Leaves of Absence

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following leaves of absence:

Name	Assignment	School	Dates Paid	Dates Unpaid
Paul Romanelli	Elementary Teacher/Dean	OMS	5/6/13 – 5/31/13	N/A
Elana Samartino	Special Education Teacher	OMS	4/29/13 – 8/31/13	N/A

5.5 Professional Appointment

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following professional appointment in accordance with the schedule attached to the official minutes of the meeting of January 16, 2013:

Part-time for the maximum period through June 30, 2013 to serve at the pleasure of the Board		
Name	School	Assignment
Frisenda, Courtney-Ann	HHS	Teaching Assistant

5.6 Reappointment of Oldfield Middle School Treasurer, Extracurricular Funds

Upon the recommendation of the Superintendent of Schools, the Board of Education appointed Linda Romandetti to serve as Treasurer of the Oldfield Middle School Extracurricular Fund for the period December 1, 2012 through June 30, 2013.

5.7 Extracompensation Appointments Schedule 2012-2013

Upon the recommendation of the Superintendent of Schools, the Board of Education, approved the appointees specified on the Extracompensation Appointment Schedule, as attached to the official minutes of the meeting of January 16, 2013.

5.8 Addendum to the 2012-2013 Substitute List

Upon the recommendation of the Superintendent of Schools, the Board of Education, approved the substitute list addendum, as attached to the official minutes of the meeting of January 16, 2013, for the maximum period through June 30, 2013 to serve at the pleasure of the Board.

5.9 Tenure Appointment

Upon the recommendation of the Superintendent of Schools, the Board of Education granted tenure to the following personnel according to the provisions of Section 3012 of the New York State Education Law:

Effective Date	Name	Tenure Area	Building
2/1/13	Jennifer Washington	Special Education (K-12)	TJL

5.10 Memorandum of Agreement

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the Memorandum of Agreement between Harborfields Central School District and the United Public Service Employees Union.

5.11 Education Law Section 913 Examination

Upon the recommendation of the Superintendent of Schools, the Board of Education appointed Dr. Hal Gerstein as School Medical Inspector pursuant to Section 913 of the New York State Education Law in order to evaluate the ability of the employee named in the confidential Schedule "A" to perform his/her duties; and pursuant to Section 913 of the New York State Education Law, the Board of Education directs the employee named in the confidential Schedule "A" to appear for a medical examination in the office of Dr. Hal Gerstein on January 24, 2013 at 11:00 a.m. or any rescheduled date.

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

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the resolution authorizing the Board of Education members, district clerk, and the district office administrators to attend the conference listed below and be reimbursed for expenses in accordance with Policy File 2521:

- N-SSBA Conference: Long Island Schools in the Eye of the Storm, January 31, 2013, Hilton Long Island/Huntington, NY

INSTRUCTION CONSENT AGENDA

6.1 Call for Removal of Resolutions from the INSTRUCTION Consent Agenda

Mr. Schoer called for the removal of Item 6.3 from the Instruction Consent Agenda for further discussion.

6.2 Instruction Consent Agenda

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), all items in the area of Instruction on the agenda of January 16, 2013 with the exception of Item 6.3 were approved by the Board of Education by consent.

6.4 Overnight Field Trip

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following overnight field trip:

- Approximately 100 high school students from the Harborfields Central School District Marching Band and Kickline Team to attend a Marching Band Clinic at SUNY Farmingdale on August 15-17, 2013.

6.5 Review of IEP Recommendations and Authorization for Placement and Services

Upon the recommendation of the Superintendent of Schools, the Board of Education, having reviewed the IEP recommendations, approved that authorization be granted to provide for the placement and services contained in the following recommendations of the CSE, SCSE and CPSE:

- **Committee on Special Education** meetings dated November 30, 2012, December 12, 2012, December 17, 2012, December 19, 2012 and January 2, 2013.
- **Subcommittee on Special Education** meetings dated November 29, 2012, December 6, 2012 and December 17, 2012.
- **Committee on Preschool Special Education** meetings dated December 13, 2012 and December 20, 2102.

6.6 Adoption of Revised Board of Education Policy

Upon the recommendation of the Superintendent of Schools, the Board of Education adopted the following revised policies as attached to the agenda of January 16, 2013:

- File 5420: Student Health Services
- File 5420-R: Student Health Services Regulation
- File 6240-R Investments-Regulation

6.7 First Reading of Board of Education Policies

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

- File 6240: Investments

6.3 Adoption of Revised 2013-2014 Calendar

Ms. Todaro announced that the New York State Education Department sent out a notification earlier today that the 2013-2014 school year would be ending on June 27, 2014 due to the extension of the Regents exam schedule which added more testing days in June. In light of this change, the district will need to modify the calendar and present it at a subsequent Board meeting.

Upon motion duly made by Ms. Boba, seconded by Mr. Schoer, and carried (6-0), the Board of Education tabled this item for action at a subsequent meeting.

ITEMS FOR DISCUSSION

Update of Alternative Transportation Scenario

In follow up to their discussions at the December 12, 2012 Board meeting, the Board reviewed the maps presented to them illustrating the areas eligible for busing under the current transportation zones and the proposed alternative zones that would be enacted should the district choose to revise the mileage distances, as outlined in the alternative transportation memo provided by Mr. Nimmo. The Board discussed the potential savings to the district, and Mr. Nimmo further indicated that he would be setting up a meeting with the bus company to discuss possible alternative measures they could recommend to help offset costs.

Survey for the APPR Process

Ms. Todaro spoke of the district's APPR process, noting that there had been some previous discussion on including a survey instrument in the evaluation process. Until recently, NYSED had no approved surveys available. Ms. Todaro stated that last month she had an opportunity to speak with representatives from a firm, K-12 Insight, that had developed a survey which was approved by NYSED; however, the cost of incorporating such a survey would run about \$40,000 annually, and there were many unanswered questions with regard to the implementation process, especially with the assignment of points in the evaluation process since NYSED has provided no guidance in this area. Discussion ensued on the pros and cons of using a survey. It was noted that soliciting feedback, be it positive or negative, could be a useful tool for teachers and administrators in terms of support and development and would demonstrate to the community that the district respects the opinions of our students and their families. There was also discussion on whether the district could design its own survey, thereby saving a significant amount of money. Ms. Todaro noted that in order for points to be assigned to a teacher or administrator's evaluation, it would have to be from a state endorsed instrument, therefore, a district designed survey could not be used in the APPR evaluation system. Ms. Todaro stated that she would explore this issue further and will meet with committees and administrators to examine what type of survey instrument would be most beneficial; perhaps one that provides feedback on how we're doing as a district, but she again cautioned that any survey must be based on specific evidence and must be NYSED approved before it could be incorporated into the APPR evaluation process.

Mr. Toles entered the meeting at 9:10 p.m.

BOARD RECOGNITION PROGRAM

Mr. Giuliano announced that those students and staff members who were not able to attend the Board Recognition Program earlier in the evening had now arrived and the Board would resume the recognition program.

The following students were recognized by the Board of Education:

- Trevor Simon, Nicholas Starost, Samuel Axelrod, Edward (Theo) Simpson, Christopher Brandine, and Kennedy Burgess, 2012 NYSCAME/SCMEA High School All-County Music Festival
- Edward (Theo) Simpson, 2013 SCMEA All-County Jazz Band

The following staff member was recognized by the Board of Education:

- Dan Bilawsky, for going above and beyond to support community members during the aftermath of Hurricane Sandy.

PUBLIC PARTICIPATION

A resident addressed the Board stating that she values every member of the community's school system and urged the Board to develop a budget that supported all programs and not to make cuts.

A resident addressed the Board to inquire about the alternative transportation scenario and whether the information on the true value of the savings would be communicated to the community. Mr. Nimmo responded that the community would be kept informed.

EXECUTIVE SESSION

Upon motion duly made by Mr. Schoer, seconded by Ms. Boba, and carried unanimously (7-0), the Board and district office administrators moved to Executive Session at 9:40 for the purpose of reviewing confidential safety plans and measures for the district's buildings.

Messrs. Nimmo and Sallie left the meeting at 10:15 p.m.

The Board reconvened the regular meeting at 11:19 p.m.

ADJOURNMENT

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried unanimously (7-0), the Board adjourned the regular meeting of January 16, 2013 at 11:20 p.m.

Respectfully submitted,

Sharon M. Whelan
District Clerk