

HARBORFIELDS CENTRAL SCHOOL DISTRICT
GREENLAWN, NEW YORK

BOARD OF EDUCATION
REGULAR MEETING PUBLIC AGENDA
July 10, 2012

MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE

ANNUAL REORGANIZATION MEETING

PUBLIC PARTICIPATION

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

SUPERINTENDENT'S REPORT

- 2.1** Superintendent's Report
Diana Todaro, Superintendent of Schools

BOARD OF EDUCATION MINUTES

- 3.1** Special Meeting, June 6, 2012 Pages 13-14
3.2 Regular Meeting, June 20, 2012..... Pages 15-38
3.3 Memo to Board of Education from Ms. Muller Page 39
Re: Corrections to Board of Education Minutes

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

FINANCE

- 4.1** Schedule of Bills..... Pages 40-67

Be it resolved, upon the recommendation of the Superintendent of Schools, the schedule of bills attached to the agenda of this meeting of July 10, 2012 be accepted.

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

- 4.2** Financial Status Report Pages 68-141

Be it resolved, upon the recommendation of the Superintendent of Schools, the Financial Status Report for May 2012 be accepted.

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

4.3 School Service/Specialized Education Agreements Pages 142-171

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

- ✧ **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, 2012 through June 30, 2013 and compensated at tuition rates established by the Commissioner of Education.
- ✧ **Developmental Disabilities Institute** to provide education services in accordance with the Individualized Education Programs (IEPs) of students for the period July 1, 2012 through June 30, 2013 and compensated at rates set forth in said agreement.
- ✧ **Naomi R. Ulrich** 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, 2012 through June 30, 2013 and compensated at rates set forth in said agreement.
- ✧ **The Rehabilitation Institute** to provide professional staff and services in accordance with the Individualized Education Programs (IEPs) of students for the period July 1, 2012 through June 30, 2013 and compensated at rates set forth in said agreement.

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

4.4 Approval of Western Suffolk BOCES 2012-2013 Service Contracts Pages 172-175

Be it resolved, upon the recommendation of the Superintendent of Schools, the service contracts between Western Suffolk BOCES and Harborfields Central School District for the 2012-2013 school year, as attached to the agenda of this meeting of July 10, 2012 be approved, and that the President of the Board of Education be authorized to execute the agreement on behalf of the Harborfields Central School District.

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

4.5 Unemployment Claims Service Agreement..... Pages 176-180

Be it resolved, upon the recommendation of the Superintendent of Schools, the UC eXpress Reimbursing Service Agreement between TALX Corporation and Harborfields Central School District, for the purpose of providing unemployment claims

processing services for the 2012-2013 school year at an annual cost of \$1,349.00 be approved.

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

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

4.6 Consultants..... Pages 181-182

Whereas, the Board recognizes that from time to time, it must retain the services of consultants and/or independent contractors to fulfill the educational mission of the school district; and

Whereas, the Board wishes to delegate to the Superintendent, or the Superintendent's designee, the authority to enter into contracts for educational services, in an amount not to exceed Five Thousand Dollars (\$5,000) per contract, with consultants and/or independent contractors;

Now, therefore, be it resolved as follows:

- 1) That the Board delegates authority to the Superintendent, or the Superintendent's designee, to enter into contracts for educational services in an amount not to exceed Five Thousand Dollars (\$5,000) per contract with consultants and/or independent contractors; and
- 2) Prior Board approval shall be required before the school district contracts for educational services, in an amount exceeding Five Thousand Dollars (\$5,000) per contract, with consultants and/or independent contractors.

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

4.7 Surplus Books Pages 183-187

Be it resolved, upon the recommendation of the Superintendent of Schools, the surplus books as listed in the attachments to the agenda of July 10, 2012 be declared surplus and disposed of accordingly.

- Library books at Washington Drive Primary School

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

HUMAN RESOURCES

5.1 Leaves of Absence..... Pages 188-191

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

Name	Assignment	School	Dates Paid	Dates Unpaid
Bulfin, Kathleen	Special Education Teacher	TJL	10/22/12-1/11/13	1/12/13-2/22/13
Butler, Craig	LOTE Teacher	HHS	9/4/12-10/5/12	N/A
Contreras, Luly	Teaching Assistant	WDPS	N/A	9/1/12-6/30/13
Rochanakit, Jill	Elementary Teacher	TJL	10/15/12-1/15/13	1/16/13-8/31/13

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

5.2 Resignation Page 192

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

- Weilandics, Leigh, Teaching Assistant, OMS, effective June 22, 2012

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

5.3 Termination of Employment Pages 193-194

Be it resolved, upon the recommendation of the Superintendent of Schools, the following employee (#2483) be terminated for abandonment of position as per the attachment to the agenda of July 10, 2012.

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

5.4 Professional Appointments Pages 195-205

Be it resolved, upon the recommendation of the Superintendent of Schools, the following professional appointments, in accordance with the schedule attached to the agenda of July 10, 2012 be approved.

Part-time		
for the maximum period through June 30, 2012 to serve at the pleasure of the Board		
Name	School	Assignment
Antenucci, Marco	OMS	Art Teacher
Ferraro, Catherine	TJL/OMS	Music Teacher
McCoy, Robert	OMS/HHS	English Teacher
Pinto, Michael	HHS	Science Teacher

Rinaldi, Nicholas	TJL/OMS	Music Teacher
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Motion: _____ **Second:** _____ **Action:** _____

5.5 Permanent Appointment

Be it resolved, upon the recommendation of the Superintendent of Schools, the following employee be granted a permanent appointment.

Name	School	Assignment	Effective Date
Theofield, Theresa	OMS	Clerk Typist	7/19/12

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

5.6 Revision of Temporary Summer Personnel Appointments Page 206

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

*Per the 2011-2012 salary schedule

TEACHER ASSISTANTS-SUMMER ACADEMY FOR THE PERIOD JULY 2, 2012 – JULY 26, 2012				
Name	Position	Location	Hours Per Day	Hourly Rate*
Mary Ann Broderick	Teaching Assistant	TJL	2.5 hours	\$17.14
Therese DiOrio	Teaching Assistant	WDPS	2.5 hours	\$17.14
Ann Marie Johnson	Teaching Assistant	WDPS	2.5 hours	\$17.57
Virginia Leon	Teaching Assistant	TJL	2.5 hours	\$16.16
Judith Lom	Teaching Assistant	TJL	2.5 hours	\$17.14
Madeline Page	Teaching Assistant	WDPS	2.5 hours	\$17.94
Carolyn Roca	Teaching Assistant	WDPS	2.5 hours	\$19.33
Diane Sargent	Teaching Assistant	TJL	2.5 hours	\$16.16
Alison Schmitz	Teaching Assistant	WDPS	2.5 hours	\$17.94

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

5.7 Rescind Temporary Summer Personnel Appointment Page 207

Be it resolved, upon the recommendation of the Superintendent of Schools, the following temporary summer personnel appointment be rescinded.

Name	Position	Location	Reason
Brenda Seth	Teaching Assistant	TJL	Assignment not being renewed for 2012/2013

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

5.8 Longevity Increments Pages 208-209

Be it resolved, upon the recommendation of the Superintendent of Schools, longevity increments be granted to administrative personnel as per the schedule attached to the agenda of July 10, 2012.

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

5.9 Separation Payment Page 210

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,

Be it resolved, upon recommendation of the Superintendent of Schools, the Board of Education authorizes said separation payment as described in the separation payment agenda enclosure.

- Baksys, Clifford

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

5.10 Substitute Lists for School Year 2012-2013 Pages 211-220

Be it resolved, upon the recommendation of the Superintendent of Schools, the substitute lists as attached to the agenda of July 10, 2012 be approved for the 2012-2013 school year.

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

5.11 Contract Between Teacher Registry Consultants and Harborfields Central School District Pages 221-226

Be it resolved, upon the recommendation of the Superintendent of Schools, the Harborfields Central School District enter into an agreement with Teacher Registry Consulting for the services of the substitute registry to secure substitute teachers for the

period of July 1, 2012 through June 30, 2013, and that the Superintendent of Schools be authorized and directed to execute the contract on behalf of the district.

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

5.12 Translators List for School Year 2012-2013 Page 227

Be it resolved, upon the recommendation of the Superintendent of Schools, the translators list as attached to the agenda of July 10, 2012 be approved for the 2012-2013 school year.

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

5.13 Certified Home Instructors List for School Year 2012-2013..... Pages 228-229

Be it resolved, upon the recommendation of the Superintendent of Schools, the certified teachers named in the attachment to the agenda of July 10, 2012 be appointed as home instructors for the 2012-2013 school year.

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

5.14 Establishment of Standard Work Day for Appointed and Elected Official..... Pages 230-231

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

Title	Name	Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (Hrs/Day)	Term Begins/ Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
Appointed Official							
District Treasurer	Paula Francis	XXXX	XXXXXXXX	7	7/1/12-6/30/13	Y	N/A

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

5.15 Memorandum of Agreement between Harborfields Central School District and Harborfields Administrators' Association Pages 232-235

Be it resolved, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Superintendent of Schools to execute a Memorandum of Agreement (MOA) with Harborfields Administrators' Association and Harborfields Central School District for the 2012-2013 APPR Plan Document. The MOA shall be incorporated by reference within the minutes of the regular meeting of July 10, 2012.

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

5.16 Agreement between South Huntington UFSD and Harborfields Central School District for Fingerprinting Services Pages 236-240

Be it resolved, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Superintendent of Schools to execute a contract with South Huntington Union Free School District for provision of electronic fingerprinting services. The contract shall be incorporated by reference within the minutes of the regular meeting of July 10, 2012.

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

5.17 Appointment of Acting Principal in the Principal's Absence at Washington Drive Primary School

Be it resolved, upon the recommendation of the Superintendent of Schools, in the event that Maureen Kelly, Principal of Washington Drive Primary School is not physically present in the school building on one or more days (or portions thereof,) during the 2012-2013 school year, that Marguerite Greene, Assistant Principal be appointed "Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

Be it further resolved, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

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

5.18 Appointment of Acting Principal in the Principal's Absence at Thomas J. Lahey Elementary School

Be it resolved, upon the recommendation of the Superintendent of Schools, in the event that Florence Tuzzi, Principal of Thomas J. Lahey Elementary School is not physically present in the school building on one or more days (or portions thereof,) during the 2012-2013 school year, that Jordan Cox, Assistant Principal be appointed "Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

Be it further resolved, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

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

5.19 Appointment of Acting Principal in the Principal's Absence at Oldfield Middle School

Be it resolved, upon the recommendation of the Superintendent of Schools, in the event that Joanne Giordano, Principal of Oldfield Middle School is not physically present in the school building on one or more days (or portions thereof,) during the 2012-2013 school year, that Wayne Cronk, Assistant Principal be appointed "Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

Be it further resolved, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

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

5.20 Appointment of Acting Principal in the Principal's Absence at Harborfields High School

Be it resolved, upon the recommendation of the Superintendent of Schools, in the event that Dr. Rory Manning, Principal of Harborfields High School is not physically present in the school building on one or more days (or portions thereof,) during the 2012-2013 school year, that Robert Kelly, Assistant Principal be appointed "Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

Be it further resolved, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

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

5.21 Extracompensation Appointment Schedule for School Year 2012-2013..... Pages 241-254

Be it resolved, upon the recommendation of the Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the agenda of July 10, 2012 be approved.

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

5.22 District Board of Education and Staff Members to Attend Conferences

Be it resolved, upon the recommendation of the Superintendent of Schools, the Board of Education members, District Clerk, and district office administrators be authorized to attend the following conferences, and be reimbursed for expenses in accordance with policy file 2521 for Board members.

- ✧ SCOPE’s Annual Dinner Meeting, August 9, 2012, St. John’s University, Oakdale Campus, Oakdale, New York
- ✧ NYSASBO’s 43rd Annual Summer Business Management Workshop, District Clerk Strand, July 15-18, 2012, Hotel Albany, Albany, New York

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

INSTRUCTION

6.1 Review of IEP Recommendations and Authorization for Placement and Services Pages 255-296

Be it resolved, upon the recommendation of the 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 May 1, 2012, May 9, 2012, May 14, 2012, May 15, 2012, May 22, 2012, June 7, 2012, June 11, 2012 and June 15, 2012
- **Committee on Preschool Special Education** meeting dated May 10, 2012, May 17, 2012, May 24, 2012, and June 21, 2012
- **Subcommittee on Special Education** meetings dated May 1, 2012, May 2, 2012, May 14, 2012, May 15, 2012, May 17, 2012, May 22, 2012, May 23, 2012, June 6, 2012, June 11, 2012, June 12, 2012, and June 13, 2012

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

6.2 First Reading of Board of Education Policies..... Pages 297-301

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

- **File 4526.1: Internet Safety**
- **File 4526.1-R: Internet Safety Regulation**

6.3 Adoption of Revised Board of Education Policies Pages 302-304b

Be it resolved, upon the recommendation of the Superintendent of Schools, the following revised policies as attached to the agenda of July 10, 2012 be adopted.

- **File 9510.7: Hourly Support Staff**
- **File 9510.7-E.1: Hourly Support Staff Pay Rates**
- **File 5280: Interscholastic Athletics**

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

ITEMS FOR DISCUSSION

7.1 Board of Education Goals for the 2012-2013 School Year Pages 305-309

7.2 Budget Timeline Pages 310-311

BOARD OF EDUCATION ACTIVITIES

- SEPTA Dinner, Bivio Restaurant, Huntington, NY, June 14, 2012
Nicholas P. Giuliano, President, Board of Education
Diana Todaro, Superintendent of Schools

- Graduation, Harborfields High School, June 24, 2012
Board of Education
Diana Todaro, Superintendent of Schools
William Nimmo, Assistant Superintendent for Business

PUBLIC PARTICIPATION

ADJOURNMENT