

HARBORFIELDS CENTRAL SCHOOL DISTRICT
GREENLAWN, NEW YORK

Kind of Meeting	-	Reorganization/Regular Meeting
Date of Meeting	-	July 10, 2012
Place of Meeting	-	OMS Board Room
Board Members Present	-	Mr. Giuliano, Mrs. Boba, Mr. Banks, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer
Board Members Absent	-	Mr. Toles
Others Present	-	Ms. Todaro, Mr. Nimmo, Mr. Sallie, Ms. Muller, Chris Guercio, Esq.

Mr. Giuliano called the meeting to order at 5:48 p.m.

EXECUTIVE SESSION

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), the Board met in Executive Session for the purpose of conducting the election of the president and vice president of the Board of Education. At 6:10 p.m., district office administrators and the district clerk were invited into Executive Session for the purpose of personnel disciplinary matters.

At 6:55 p.m., Jill Fichter of Cullen & Danowski entered the meeting for the purpose of meeting with the Board as the Audit Committee. She discussed the upcoming audit including the timetable, principal areas addressed in the audit engagement, and the responsibilities of the district and the auditors. Jill Fichter left the meeting at 7:05 p.m. and Chris Guercio, Esq, entered the meeting at 7:06 p.m. for the purpose of discussing contract negotiations with several bargaining units.

At 8:15 p.m. the public meeting reconvened and Ms. Todaro led those in attendance in the Pledge of Allegiance, and instructed them where to exit the building in case of an emergency.

Ms. Todaro was called upon to administer the oath of office to Ms. Muller, District Clerk.

Ms. Muller, District Clerk, was called upon to administer the oath of office to Mrs. Boba Mr. Mastroianni, and Dr. McDonagh.

Election of President and Vice President – Board of Education

Dr. McDonagh nominated Mr. Giuliano as President of the Board of Education. Mr. Schoer seconded the nomination.

The vote was as follows:

AYES: Mr. Banks, Mrs. Boba, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer
NAYS: None

Mr. Banks nominated Mrs. Boba as Vice President of the Board of Education. Mr. Schoer seconded the nomination.

The vote was as follows:

AYES: Mr. Banks, Mr. Giuliano, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer,
NAYS: None

Ms. Muller, District Clerk, was called upon to administer the oath of office to the President and Vice-President of the Board of Education.

Ms. Muller was called upon to administer the oath of office to Ms. Todaro, Superintendent of Schools.

Appointment of District Clerk/Secretary to the Board of Education

Upon motion duly made by Mr. Schoer, seconded by Mrs. Boba, and carried (6-0), Barbara Muller was appointed District Clerk/Secretary to the Board of Education (part-time) from July 1, 2012 through September 30, 2012 at a prorated rate of \$7,814.

Further, Sharon Whelan was appointed District Clerk/Secretary to the Board of Education (part-time) from October 1, 2012 through June 30, 2013 at a prorated rate of \$17,250.

Appointment of District Treasurer and Deputy Treasurer

Upon motion duly made by Mrs. Boba, seconded by Mr. Mastroianni, and carried (6-0), Paula Francis was appointed District Treasurer for the 2012-2013 school year at an annual stipend of \$2,971.

Further, Sharon Whelan was appointed as Deputy Treasurer for the 2012-2013 school year with no additional remuneration.

The oath of office was administered to the District Treasurer and the Deputy Treasurer by the District Clerk.

Appointment of Claims Auditor

Upon motion duly made by Mr. Mastroianni, seconded by Dr. McDonagh, and carried (6-0), Maryann Viglucci was appointed as Claims Auditor for the 2012-2013 school year at a rate of \$19,291 per annum.

The oath of office will be administered to the Claims Auditor by the District Clerk within thirty days.

Bonding of District Treasurer, Deputy Treasurer, Assistant Superintendent for Business, Purchasing Agent, Superintendent of Schools, and District Clerk

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (6-0), for the 2012-2013 school year a bond of \$3,000,000 was approved for the District Treasurer and Deputy Treasurer; a bond of \$2,000,000 was approved for the Assistant Superintendent for Business and Purchasing Agent; a bond of \$800,000 was approved for the Superintendent of Schools, and a bond of \$200,000 was approved for the District Clerk.

Designation of District Purchasing Agent

Upon motion duly made by Mr. Mastroianni, seconded by Mrs. Boba, and carried (6-0), Dennis Graham was appointed as District Purchasing Agent for the 2012-2013 school year at a rate of \$15,000 per annum.

Appointment of Records Management Officer

Upon motion duly made by Mr. Schoer, seconded by Mrs. Boba, and carried (6-0), William H. Nimmo, Assistant Superintendent for Business was appointed as Records Management Officer for the 2012-2013 school year.

Appointment of Records Access Officer and Authorization to Accept Legal Service

Upon motion duly made by Dr. McDonagh, seconded by Mrs. Boba, and carried (6-0), Valerie Brosnan, Secretary to the Superintendent of Schools was appointed Records Access Officer for the 2012-2013 school year with no additional remuneration.

Further, that the Superintendent of Schools and the Secretary to the Superintendent of Schools was authorized to accept legal service for the Harborfields Central School District.

Appointment of Asbestos Compliance Officer

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), Andrew Cacciola, District Maintenance Leader, was appointed as Asbestos Compliance Officer for the 2012-2013 school year with no additional remuneration.

Designation of Banks and Depositories

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), the following banks were designated as depositories for the school district and that accounts be established as soon as possible following the annual reorganization meeting of the Board of Education as may be necessary:

BANKS AND DEPOSITORIES	SCHOOL DISTRICT ACCOUNTS
Bank of America	Student Activity Fund – OMS
Capital One Bank	Student Activity Fund – HHS
Citibank, Greenlawn	Safe Deposit
JP Morgan Chase	Investment Account
HSBC Bank	Investment Account
TD Bank, East Northport	Withholding Tax Depository
TD Bank, East Northport	Capital Fund
TD Bank, East Northport	Scholarship Funds
TD Bank, East Northport	Trust & Agency Funds
TD Bank, East Northport	Debt Service
TD Bank, East Northport	Investment Account
TD Bank, East Northport	Special Aid Fund
TD Bank, East Northport	General Fund
TD Bank, East Northport	School Lunch Fund
TD Bank, East Northport	Payroll Account

Further, that the Bank of New York and J.P. Morgan Chase Bank be designated as Custodial Banks for securities and/or securities held as collateral for the district's investment program.

Further, that Chase Manhattan Bank is designated as Accounting and Cremation Agent and Registrar for Bonds and Coupons.

Authorization for Investments

Upon motion duly made by Mr. Schoer, seconded by Dr. McDonagh, and carried (6-0), Paula Francis, Treasurer, was authorized to invest district monies, under Section 1723-a of the Education Law as outlined in Policy 6240 as attached to the agenda of the annual reorganization meeting of July 10, 2012. Paula Francis, Treasurer, is further authorized to execute in the name of the Board of Education any and all documents relating to the investment program. A quarterly progress report of investments will be given to the Board of Education.

Authorization for Purchasing

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried (6-0), after the Board of Education reviews Policy 6700 and Exhibit 6700-E.1, and 6700-E.2, the Board of Education affirms its purchasing policy for the 2012-2013 school year.

Further, that Dennis Graham, Purchasing Agent, shall be responsible for the establishment and implementation of the procedures and standard forms for use in all purchasing and related activities in the district.

Establishment of Regular Monthly Board of Education Meetings

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), regular meetings of the Board of Education were established as follows for the 2012-2013 school year:

<u>DATE OF MEETING</u>	<u>TYPE/PLACE OF MEETING</u>	<u>DAY OF WEEK OF MEETING</u>
July 10, 2012	Regular/Reorganization Mtg. - OMS	2 nd Tuesday
August 22, 2012	Regular Meeting - OMS	4 th Wednesday
September 5, 2012	Special Meeting - OMS	1 st Wednesday
September 19, 2012	Regular Meeting - OMS	3 rd Wednesday
October 4, 2012	Work Session - New/Newly Tenured Teacher - OMS	1 st Thursday
October 17, 2012	Regular Meeting – WDPS	3 rd Wednesday
November 14, 2012	Regular Meeting – TJL	2 nd Wednesday
December 12, 2012	Regular Meeting – OMS	2 nd Wednesday
January 16, 2013	Regular Meeting – HHS	3 rd Wednesday
February 13, 2013	Regular Meeting – OMS	2 nd Wednesday
March 9, 2013	Budget Work Session – OMS–9:00 a.m.	2 nd Saturday
March 20, 2013	Regular Meeting – OMS	3 rd Wednesday
April 3, 2013	Budget Work Session – OMS	1 st Wednesday
April 17, 2013	Special Meeting/Budget Adoption/ Property Tax Report Card - OMS	3 rd Wednesday
April 23, 2013	Regular Meeting/BOCES Budget Vote - OMS	4 th Tuesday
May 14, 2013	Budget Hearing/Regular Meeting – OMS	2 nd Tuesday
May 21, 2013	Budget Vote/Special Meeting – OMS	3 rd Tuesday
June 5, 2013	Spec. Mtg./Goals Mtg. – Retiree & Volunteer Reception – OMS	1 st Wednesday
June 19, 2013	Regular Meeting – OMS	3 rd Wednesday
June 26, 2013	Special Meeting – Goals Mtg. – OMS	4 th Wednesday
July 10, 2013	Regular/Reorganization Mtg. – OMS	2 nd Wednesday
August 21, 2013	Regular Meeting – OMS	4 th Wednesday

Establishment of Mileage Reimbursement Rate

Upon motion duly made by Mr. Mastroianni seconded by Mr. Banks, and carried (6-0), mileage reimbursement was adopted at the IRS established rate for the 2012-2013 school year, and that Diana Todaro, Superintendent of Schools, was authorized to approve such requests.

Authorization of Personnel to Open Bids

Upon motion duly made by Dr. McDonagh, seconded by Mrs. Boba, and carried (6-0), with respect to any bids received pursuant to competitive bidding for the district, Dennis Graham, Purchasing Agent, or his designee was authorized to open any and all such bids at the time and place specified in the legal notice.

Authorization of Superintendent of Schools to Approve Budgeted Expenses for Attendance at Meetings and Conferences

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), Diana Todaro, Superintendent of Schools, was authorized to approve budgeted expenses for attendance of school personnel at meetings and conferences for the 2012-2013 school year.

Designation of Board of Education Memberships in Associations

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried (6-0), the Board of Education shall obtain membership in the following associations for the school year 2012-2013 and that members are authorized to attend meetings and functions of said association with necessary expenses defrayed by the district:

Name of Association	Estimated Membership Dues
New York State School Boards Association	\$9,885.00
Nassau-Suffolk School Boards Association	\$3,250.00
SCOPE	\$3,840.00
Huntington Chamber of Commerce	\$675.00

Further, that Board of Education members, Superintendent of Schools, and District Clerk are authorized to attend other conferences, meetings, and functions as deemed appropriate with necessary expenses defrayed by the district.

Designation of Newspapers for Publication of School Notices

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), **The Long Islander**, **Newsday**, and **Times of Huntington** were designated as newspapers in which all advertising required by law or otherwise may be published where advertising in three newspapers having general circulation in the district is required during the school year 2012-2013. Where advertising is required to be placed in only one newspaper, then it shall be placed in the newspaper deemed most appropriate by William H. Nimmo, Assistant Superintendent for Business.

Appointment of General and Labor Counsel

Whereas, on July 8, 2009, the Board of Education adopted and entered into a Legal Services Agreement with Guercio & Guercio, LLP for the period July 1, 2009 through June 30, 2012 to serve as General and Labor Counsel for the district for legal and labor matters authorized by the Board of Education pursuant to the Request for Proposals issued on May 29, 2009 and;

Whereas, the RFP provided for extension of said Legal Services Agreement, and it has been determined that it is in the best interest of the District to continue with such Legal Services Agreement;

Upon motion duly made by Dr. McDonagh, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the law firm of Guercio & Guercio, LLP was reappointed to serve as General Counsel for legal matters authorized by the Board of Education for the 2012-2013 school year in accordance with the Legal Services Agreement attached to the agenda of July 10, 2012 and;

Further, that the law firm of Guercio & Guercio, LLP was reappointed to serve as Labor Counsel for labor matters authorized by the Board of Education for the 2012-2013 school year in accordance with the Legal Services Agreement attached to the agenda of July 10, 2012.

Appointment of Treasurer, Extracurricular Funds

Upon motion duly made by Dr. McDonagh, seconded by Mr. Banks, and carried (6-0), Nancy Greene was appointed Treasurer of the Oldfield Middle School Extracurricular Fund and Georgia Psilakis was appointed Treasurer of the Harborfields High School Extracurricular Fund for the 2012-2013 school year, and

Further, that the extracurricular accounts be operated in accordance with the Regulations of the Commissioner of Education, Section 172.

Student Accident and Sports Insurance

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), Student Accident Insurance will be purchased for the 2012-2013 school year.

Authorization of Superintendent of Schools or Designee to Approve and Certify Payrolls

Upon motion duly made by Mr. Schoer, seconded by Mrs. Boba, and carried 6-0), Diana Todaro, Superintendent of Schools or her designee was authorized to approve and certify payrolls for the 2012-2013 school year in accordance with the 2012-2013 school budget.

Authorization of Superintendent of Schools to make transfers within Budgetary Appropriations

Upon motion duly made by Dr. McDonagh, seconded by Mrs. Boba, and carried (6-0), Diana Todaro, Superintendent of Schools, was authorized to make transfers within budgetary appropriations for the 2012-2013 school year with such transfers to be limited to \$10,000 per transfer.

Designation of Attendance Officers

Upon motion duly made by Mr. Mastroianni, seconded by Mrs. Boba, and carried (6-0), Dr. Rory Manning, Principal of Harborfields High School, Joanne Giordano, Principal of Oldfield Middle School, Florence Tuzzi, Principal of Thomas J. Lahey Elementary School, and Maureen Kelly, Principal of Washington Drive Primary School were appointed as Attendance Officers for the 2012-2013 school year.

Approval of Custodians of Petty Cash

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (6-0), the persons listed below were authorized as custodians of petty cash funds in an amount of \$100.00:

- Diana Todaro, Superintendent of Schools
- William H. Nimmo, Assistant Superintendent for Business
- Dr. Rory J. Manning, Harborfields High School
- Joanne Giordano, Principal, Oldfield Middle School
- Florence Tuzzi, Principal, Thomas J. Lahey Elementary School
- Maureen Kelly, Principal, Washington Drive Primary School

Regulations of the Commissioner stipulate that payments from petty cash funds may be made for materials, supplies, or services only under conditions calling for **immediate payment upon delivery**.

Further, that the person designated as responsible for petty cash funds shall not authorize the expenditure from petty cash for amounts in excess of \$25.00 for any one purchase.

Authorization and Designation on Single Signature Checks

Upon motion duly made by Mr. Schoer, seconded by Mrs. Boba, and carried (6-0), the District Treasurer, Deputy Treasurer, or the President of the Board of Education were authorized to sign all checks of the Harborfields Central School District.

Designated Signatures:

Paula Francis, District Treasurer
Sharon Whelan, Deputy Treasurer
Nicholas P. Giuliano, President, Board of Education

Approval of Appointment of Surrogate Parents

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), Julie Maier and Louise Mordarski were appointed as surrogate parents for the 2012-2013 school year to represent any disabled child before the Committee on Special Education or the Committee on Preschool Special Education should that child so require representation.

Approval of Appointments to the District Committee on Special Education

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), the following members of the professional staff and parents of children with disabilities who reside in the district were appointed to the District Committee on Special Education effective July 1, 2012 through June 30, 2013.

Victoria A. Melone	Chairperson
Elizabeth Tucci	Chairperson
Dr. Brian Harris	Alternate Chairperson/Psychologist
Dr. Dan Pinto	Alternate Chairperson/Psychologist
Tomas Gonzalez	Alternate Chairperson/Social Worker
Sherry Hafers	Alternate Chairperson/Social Worker
Susan Koenig	Alternate Chairperson/Social Worker
Dr. Mary Aristilde	Alternate Chairperson/Psychologist
Dr. Michelle Meskin	Alternate Chairperson/Psychologist
Dr. Lisa Drake	Alternate Chairperson/Psychologist
Dr. Lauren Gallagher	Alternate Chairperson/Psychologist
Dr. Jack Geffken	Physician as requested
Cheryl Baile	Parent
Marina DiDomencio	Parent
Carol Grossman	Parent
Julie Maier	Parent
Mary McKenna	Parent
Dana Pilla	Parent
Elizabeth Romanelli	Parent
Peggy Scally	Parent
Nancy Scanlon	Parent
Ilene Shapero	Parent
Rachel Spencer	Parent
Diane Young	Parent
Special Education Teacher	Each Student
Classroom Teacher/Counselor	Each Student

Approval of Staff Members to Serve As Chairperson of Their Building Subcommittee on Special Education

Upon motion duly made by Dr. McDonagh, seconded by Mrs. Boba, and carried (6-0), the following staff members will serve as chairperson of their building's subcommittee on Special Education:

Dr. Dan Pinto	Washington Drive Primary School
Dr. Lisa Drake	Thomas J. Lahey Elementary School
Dr. Michele Meskin	Thomas J. Lahey Elementary School
Dr. Mary Aristilde	Oldfield Middle School
Dr. Lauren Gallagher	Washington Drive Primary School/Thomas J. Lahey
Dr. Brian Harris	Harborfields High School
Thomas Gonzalez	Out-of-District Placement
Sherry Hafers	Out-of-District Placement
Susan Koenig	Out-of District Placement

Approval of Appointments to the District Committee on Preschool Special Education

Upon motion duly made by Mr. Schoer, seconded by Mrs. Boba, and carried (6-0), the following members of the professional staff and parents of preschool children who reside in the district were appointed to the District Committee on Preschool Special Education effective: July 1, 2012 through June 30, 2013.

Victoria A. Melone	Chairperson
Elizabeth Tucci	Chairperson
Dr. Dan Pinto	Alternate Chairperson/Psychologist
Dr. Michele Meskin	Alternate Chairperson/Psychologist
Cheryl Baile	Parent
Marina DiDomencio	Parent
Carol Grossman	Parent
Julie Maier	Parent
Mary McKenna	Parent
Dana Pilla	Parent
Elizabeth Romanelli	Parent
Peggy Scally	Parent
Nancy Scanlon	Parent
Ilene Schapero	Parent
Rachel Spencer	Parent
Diane Young	Parent
Suffolk County/Dept. of Health Evaluator	Services Representative Evaluation Site Representative
Special Education Teachers	Each Student
Elaine Colavito	Retired General Education Teacher
Allan Lauber	Retired General Education Teacher and Retired Special Education Teacher
Fredarica Friedman	Retired Special Education Teacher

Approval of Revised Special Education Plan and Annual Report

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), the revised Special Education Plan and Annual Report to the Board of Education was approved for the 2012-2013 school year.

Approval of Procedures for Appointment and Compensation of Impartial Hearing Officers in Disputes Relating to Identification, Classification, and Placement of Disabled Students, Electronic Reporting To State Education Department, and Adoption of Updated List of Impartial Hearing Officers

Upon motion duly made by Mr. Banks, seconded by Dr. McDonagh, and carried (6-0), the Board of Education hereby adopted the updated list of impartial hearing officers for Suffolk County promulgated by the New York State Education Department in connection with requests for impartial hearings under the I.D.E.A. and Education Law, §4404. The district list shall be accessed on the New York State Education Department's website which includes the names of those other certified impartial hearing officers whose names appear on the State list and who indicate their interest in hearing appeals in matters affecting the Harborfields Central School District.

Upon receipt of a request for an impartial hearing, the President of the Board of Education, or on the occasion of his or her absence or inability, the Vice President of the Board of Education, is hereby authorized and directed to appoint an impartial hearing officer from the District's alphabetical rotational list. The President of the Board or on the occasion of his or her absence or inability, the Vice President of the Board shall make such appointment in accordance with the principles set forth in Section 200.5 of the Regulations of the Commissioner of Education. The District Clerk, or acting District Clerk, under the direction of the President of the Board, shall initiate the selection process by contacting the impartial hearing officer whose name first appears after the impartial hearing officer who last served, and shall canvass the list as provided in the regulations until an appointment is accepted. Should a hearing officer decline appointment, the District Clerk or his or her designee shall offer appointment to each successive hearing officer whose name next appears on the alphabetical list until such appointment is accepted.

The Board believes that an expeditious hearing is essential to accomplish the purpose of I.D.E.A. and Education Law, §4404. To this purpose, the President of the Board or his or her designee shall only appoint those hearing officers who are prepared to commit to conduct hearing sessions of not less than six hours in duration, inclusive of a lunch break, where appropriate. Travel time to and from the hearing location shall not be counted toward fulfillment of this time commitment.

The Board shall compensate an impartial hearing officer for his or her services at the maximum rate established for such purpose by the Commissioner of Education, which rate is currently \$100 per hour for all pre-hearing, hearing, and post-hearing activities (including travel). The District will reimburse reasonable automotive travel expenses in the nature of mileage expense at the IRS approved rate for not to exceed 200 miles per

day and tolls necessarily incurred. The District will not reimburse air fare expenses, meal expenses or lodging expenses under any circumstances.

The District Clerk or his or her designee shall transmit a copy of this policy to all hearing officers on the District's alphabetical list in order to apprise them of the District's policy with respect to appointment and compensation of impartial hearing officers.

The Superintendent shall designate an individual or individuals who shall be responsible for implementation of the State Education Department's web-based reporting system.

Authorization for Grant Applications

Whereas, the nature of State, Federal, and County Grant applications require approval of the Board of Education, and

Whereas, the timeliness of information and deadline requirements are not necessarily coordinated with meetings of the Board of Education, now therefore,

Upon motion duly made by Dr. McDonagh, seconded by Mr. Banks, and carried (6-0), this resolution authorized Diana Todaro, Superintendent of Schools, to apply for any and all funding which in her judgment is appropriate for the Harborfields Central School District for the 2012-2013 school year, and

Further, that the Superintendent of Schools report such application for funding to the Board of Education at the next regular meeting following.

Authorization for Key Communicators

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried (6-0), a list of Key Communicators was established for the Harborfields Central School District and that written communication be maintained with these individuals during the course of the 2012-2013 year.

Readoption of all Policies and Code of Ethics

Upon motion duly made by Mr. Mastroianni, seconded by Dr. McDonagh, and carried (6-0), all Policies and Code of Ethics in effect during the 2011-2012 school year be readopted for use for the 2012-2013 school year.

Appointment of School Physician

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education hereby appointed Jack Geffken, D.O., F.A.C.P., as School Physician and Emergency Health Care Provider for the district's PAD/AED Program for the 2012-2013 school year at an annual fee of \$30,457, as set forth in the proposal attached to the agenda of July 10, 2012.

Readoption of School District Code of Conduct

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried (6-0), the School District Code of Conduct in effect during the 2011-2012 school year was readopted for use during the 2012-2013 school year.

- **File 0115:** **Student Harassment and Bullying Prevention and Intervention**
- **File 0115R:** **Student Harassment and Bullying Prevention and Intervention Regulation**
- **File: 5310** **School Code of Conduct and Discipline**
- **File: 5310-R** **School Code of Conduct and Discipline Regulations**

Authorization for District-owned Cellular Telephones

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried (6-0), the following positions were authorized for use of a district-owned cellular telephone in accordance with File 8332-R of the Board of Education Policy Manual:

- Superintendent (1)
- Assistant Superintendents (1 each)
- Director of Pupil Personnel Services (1)
- Principals (1 for each building for emergency use)
- Athletic Director (1 plus 8 for coaches at away contests)
- District Maintenance Leader (1)
- Maintenance Supervisor (1)
- District Courier (1)
- Technology Coordinator (1)
- Computer Technicians (1 each)

List of Co-curricular Activities and Clubs K-12

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried (6-0), the co-curricular activities and clubs as attached to the official minutes of July 10, 2012 were approved and available for students in grades K-12.

Adoption of District Safety Plan and Appointment of District Safety Committee

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the District Safety Plan for the 2012-2013 school year was approved as updated by the District Safety Committee on June 20, 2012.

Further, that the members of the District Safety Committee, as listed in the attachments to the official minutes of July 10, 2012 be appointed for the 2012-2013 school year.

Appointment of Internal Auditor

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools and the Audit Committee, the Board of Education hereby appointed R.S. Abrams & Co., LLP, as its Internal Auditor for the 2012-2013 school year at an annual fee of \$23,700, as set forth in the agreement attached to the agenda of July 10, 2012, and

Further, that the Board of Education hereby authorized the Board President to execute the written agreement, as attached to the agenda of July 10, 2012, between the district and R.S. Abrams & Co., LLP.

Appointment of Dignity for All Students Act Coordinators

Upon motion duly made by Mrs. Boba, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education hereby certifies the administrators listed in the official minutes of July 10, 2012 as Dignity for All Students Act Coordinators for the 2012-2013 school year.

Organizational Chart

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the organizational chart for the 2012-2013 school year was adopted in accordance with Board of Education policy file #3240.

At this time, the regular meeting of July 10, 2012 continued.

PUBLIC PARTICIPATION

There was no public participation at this time.

SUPERINTENDENT'S REPORT

Superintendent's Report

Ms. Todaro advised the Board that the APPR was submitted to the state on June 29, 2012 and that the state will return the information to the district in two weeks. Assuming the APPR is approved, Ms. Todaro stated that she would like to recognize the APPR committee at the September meeting.

Ms. Todaro advised the Board that a grant was received by the district in the amount of \$75,000 from Senator Marcellino. This grant will pay for two computer labs – one at TJL and the other at OMS.

Ms. Todaro informed the Board that on August 29, 2012 a small reception will be held from 5:00 p.m. to 6:30 p.m. at the high school to introduce our new high school principal, Dr. Rory Manning.

BOARD OF EDUCATION MINUTES

The Board of Education accepted the following minutes and also the corrections as noted in Ms. Muller's memo:

- Special Meeting, June 6, 2012
- Regular Meeting, June 20, 2012
- Memo to Board of Education from Ms. Muller

Re: Corrections to Board of Education Minutes

FINANCE

4.1 Schedule of Bills

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the schedule of bills attached to the agenda of this meeting of July 10, 2012 were accepted.

4.2 Financial Status Report

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Financial Status Report for May 2012 was accepted.

4.3 School Service/Specialized Education Agreements

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried (6-0), and 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 were 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.

4.4 Approval of Western Suffolk BOCES 2012-2013 Service Contracts

Upon motion duly made by Mrs. Boba, seconded by Mr. Banks, and carried (6-0), and 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 was approved, and that the President of the Board of Education was authorized to execute the agreement on behalf of the Harborfields Central School District.

4.5 Unemployment Claims Service Agreement

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer and carried (6-0), and 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 was approved.

Further, the President of the Board of Education was authorized to execute the contract on behalf of the district.

4.6 Consultants

Upon motion duly made by Mr. Schoer, seconded by Dr. McDonagh, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following resolution was approved:

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.

4.7 Surplus Books

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the surplus books as listed in the attachments to the agenda of July 10, 2012 were declared surplus and will be disposed of accordingly.

- Library books at Washington Drive Primary School

HUMAN RESOURCES

5.1 Leaves of Absence

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

5.2 Resignation

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

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

5.3 Termination of Employment

Upon motion duly made by Mr. Mastroianni, seconded by Dr. McDonagh, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following employee (#2483) was terminated for abandonment of position as per the attachment to the official minutes of July 10, 2012.

5.4 Professional Appointments

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following professional appointments, in accordance with the schedule attached to the official minutes of July 10, 2012 were 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

5.5 Permanent Appointment

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following employee was granted a permanent appointment.

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

5.6 Revision of Temporary Summer Personnel Appointments

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following temporary summer personnel were 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

5.7 Rescind Temporary Summer Personnel Appointment

Upon motion duly made by Mr. Mastroianni, seconded by Mrs. Boba, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following temporary summer personnel appointment was rescinded.

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

5.8 Longevity Increments

Upon motion duly made by Mr. Banks, seconded by Dr. McDonagh, and carried (6-0), and upon the recommendation of the Superintendent of Schools, longevity increments were granted to administrative personnel as per the schedule attached to the official minutes of July 10, 2012.

5.9 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 Mrs. Boba, and carried (6-0), and upon recommendation of the Superintendent of Schools, the Board of Education authorized said separation payment as described in the separation payment attached to the official minutes of July 10, 2012.

➤ Baksys, Clifford

5.10 Substitute Lists for School Year 2012-2013

Upon motion duly made by Dr. McDonagh, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the substitute lists as attached to the official minutes of July 10, 2012 were approved for the 2012-2013 school year.

5.11 Contract between Teacher Registry Consultants and Harborfields Central School District

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Harborfields Central School District will 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 was authorized and directed to execute the contract on behalf of the district.

5.12 Translators List for School Year 2012-2013

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the translators list as attached to the official minutes of July 10, 2012 was approved for the 2012-2013 school year.

5.13 Certified Home Instructors List for School Year 2012-2013

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the certified teachers named in the attachment to the official minutes of July 10, 2012 were appointed as home instructors for the 2012-2013 school year.

5.14 Establishment of Standard Work Day for Appointed and Elected Official

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), 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	7/1/12-6/30/13	Y	N/A

5.15 Memorandum of Agreement between Harborfields Central School District and Harborfields Administrators' Association

Upon motion duly made by Dr. McDonagh, seconded by Mr. Banks, and carried (6-0), 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 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.

5.16 Agreement between South Huntington UFSD and Harborfields Central School District for Fingerprinting Services

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education authorized 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.

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

Upon motion duly made by Dr. McDonagh, seconded by Mrs. Boba, and carried (6-0), and 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 was appointed "Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

Further, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

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

Upon motion duly made by Mr. Banks, seconded by Mrs. Boba, and carried (6-0), and 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 was appointed "Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

Further, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

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

Upon motion duly made by Mr. Banks, seconded by Mrs. Boba, and carried (6-0), and 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 was appointed "Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

Further, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

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

Upon motion duly made by Mrs. Boba, seconded by Mr. Banks, and carried (6-0), and 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 purpose of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

Further, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

5.21 Extracompensation Appointment Schedule for School Year 2012-2013

Upon motion duly made by Mr. Banks, seconded by Dr. McDonagh, and carried (4-0-2) and upon the recommendation of the Superintendent of Schools, the appointees

specified on the Extracompensation Appointment Schedule attached to the official minutes of July 10, 2012 was approved as amended.

The vote was as follows:

AYES: Mr. Giuliano, Mr. Banks, Dr. McDonagh, Mr. Mastroianni
NAYS: None
ABSTAIN: Mrs. Boba, Mr. Schoer

5.22 District Board of Education and Staff Members to Attend Conferences

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (6-0), 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 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

INSTRUCTION

6.1 Review of IEP Recommendations and Authorization for Placement and Services

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), 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 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

6.2 First Reading of Board of Education Policies

The following new policies were 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

Upon motion duly made by Dr. McDonagh, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following revised policies as attached to the agenda of July 10, 2012 were adopted.

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

6.1A Committees on Special Education

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), the following resolution was adopted:

Whereas, the legislature has passed a bill requiring Committees on Special Education to take a student's home life and cultural environment into account when making special education placements and require reimbursement within 30 days of tuition payments made by parents for unapproved placements; and

Whereas, the bill may violate the least restrictive environment requirements of the federal IDEA; and

Whereas, the bill may impose a significant financial burden on the District;

The Board of Education calls on Governor Cuomo to veto this burdensome and inappropriate legislation.

ITEMS FOR DISCUSSION

Board of Education Goals for the 2012-2013 School Year

Listed below are the Board of Education Goals for the 2012-13 school year:

Goal #1:

The Board of Education, in collaboration with the superintendent, will identify strategies for enhancing communication with the Harborfields' school-community

GOALS #2

The Board of Education, in collaboration with the superintendent, will implement a plan to enhance revenues, by identifying, studying, and analyzing alternative sources of revenue, in addition to identifying strategies to reduce district expenditures.

GOAL #3

The Board of Education, in collaboration with the superintendent, will identify a long-range *Educational Vision* by studying alternative methods for delivering K – 12 instruction.

Budget Timeline

It was the consensus of the Board to continue with the same budget timetable as the district used this past year. Mr. Mastroianni stated that the Board/Superintendent should meet with the principals and directors in public without mentioning names if personnel issues come up. Dr. McDonagh stated that prior to the Board's discussion with the principals/directors they should be advised by the superintendent to come to the meeting with their priorities. They need to inform the Board of what can be cut from their budget.

BOARD OF EDUCATION ACTIVITIES

SEPTA Dinner, Bivio Restaurant, Huntington, NY, June 14, 2012

Mr. Giuliano and Ms. Todaro attended this dinner. Mr. Giuliano stated that the dinner was very nice and that SEPTA recognized teachers by providing grants to them for their programs.

Graduation, Harborfields High School, June 24, 2012

The Board of Education, Ms. Todaro, and Mr. Nimmo attended the graduation ceremony. Mr. Banks commented that it was the best and most moving graduation ceremony that he has ever attended. He continued that he heard a lot of praise from the public. A board member stated that the teaching staff should be encouraged to attend graduation.

PUBLIC PARTICIPATION

There was no public participation at this time.

ADJOURNMENT

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried (6-0), the Board adjourned the Reorganization/Regular Meeting of July 10, 2012 at 9:30 p.m.

Respectfully submitted,

Barbara Muller
District Clerk