

HARBORFIELDS CENTRAL SCHOOL DISTRICT  
GREENLAWN, NEW YORK

Kind of Meeting	-	Regular Meeting
Date of Meeting	-	November 14, 2012
Place of Meeting	-	TJL Multi-Purpose Room
Board Members Present	-	Mr. Giuliano, Mrs. 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, Ms. Melone and Community Members

Mr. Giuliano called the meeting to order at 6:15 p.m.

**EXECUTIVE SESSION**

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried unanimously, the Board, district office administrators, and Ms. Victoria Melone moved to Executive Session at 6:16 p.m. for the purpose of discussing contract negotiations and a tenure recommendation.

The Board reconvened the regular meeting at 7:55 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**

Mr. Giuliano announced that while this segment is normally for public participation on agenda items only, the Board was making an exception this evening in order to allow Mr. Louis Voltaggio and several players/cheerleaders from the Harborfields Youth Football League to present a plaque to the Superintendent of Schools thanking her and Mr. John Valente, Director of Athletics, for all their support. Ms. Todaro accepted the plaque and thanked Mr. Voltaggio and each of the children individually.

**SUPERINTENDENT'S REPORTS**

Board of Education Recognition Program

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

- Florence Tuzzi, Dr. Michelle Meskin, Patricia Radovich, Donna Robson for their presentation on *Getting Started with Response to Intervention* at the NYSSBA Annual Board Conference in Rochester, NY, October 25-27, 2012.

### Student Representative's Report

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

- Students are happy to be back in the classroom after Super Storm Sandy, and the high school is back in full swing. Due to the storm, the first quarter marking period has been extended to 11/21/12 to provide students a little extra time to complete their assignments.
- *Newsday's* Marching Band Festival was held at Hofstra University on October 23, 2012 and the band looked and sounded outstanding. The entire festival will be shown on TV on Thanksgiving Day on MSG Varsity.
- Homecoming was a great success. A good deal of money was raised for various charities and lots of toys were donated to *Toys for Tots*. The senior class won best honors for decorating the hallways along with best halftime dance while the freshman class won for best float.
- A new program, known as *Random Acts of Kindness*, has been initiated at the high school whereby students are recognized for being kind when they think no one is watching. To date, five students (Jared Boba, Asia Jenkins, Nair Garcia, Gigi Santomauro and Jasime Tillman) have been recognized under this program.

### Superintendent's Report

Ms. Todaro stated that the DASA and OMS Club presentations were postponed until the February Board meeting. Ms. Todaro announced that due to Super Storm Sandy, the school calendar would be revised in order to meet the state statutory 180 day session requirement, and she noted that this was a discussion item for the Board later in the meeting.

Ms. Todaro went on to thank Allison DeMaria from Syntax for her assistance with the Connect Ed and district website communications in the aftermath of the storm; Ms. Todaro also thanked the PTAs for their assistance in communicating school closing information. Mr. Giuliano thanked Ms. Todaro for all her hard work in keeping the flow of communication going during the storm-related school closing.

Ms. Todaro addressed a recent article published in *Newsday* about questionable courses that teachers can take to boost their salaries. Ms. Todaro noted that Harborfields takes the approval of courses for staff development very seriously and does not approve frivolous courses that are not crucial to teaching our students.

### **BOARD OF EDUCATION MINUTES**

The Board of Education accepted the following minutes:

- Regular Meeting, October 17, 2012

## **CONSENT AGENDA**

At this time, Mr. Giuliano advised that it was the Board's intention to move forward with a Consent Agenda explaining to those in attendance the process involved with a Consent Agenda. Mr. Giuliano further explained that the Board of Education receives the agenda several days in advance of the meeting; thereby affording each member the opportunity to thoroughly review the items they will be voting on.

## **FINANCE CONSENT AGENDA**

### **Call for Removal of Resolutions from the FINANCE Consent Agenda**

Mr. Schoer called for the removal of Items 4.7 and 4.8 from the Finance Consent Agenda for further discussion.

### **Consent Agenda - Finance**

Upon motion duly made by Mr. Toles, seconded by Mr. Banks, and carried unanimously, all items in the area of Finance, with the exception of Items 4.7 and 4.8, on the agenda of November 14, 2012 were approved by the Board of Education by consent. The Board expressed their thanks and appreciation for the gift items included in the Finance Consent Agenda.

#### **4.1 Treasurer's Report**

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

#### **4.2 Schedule of Bills**

Upon the recommendation of the Superintendent of Schools, the Board of Education accepted the Schedule of Bills as attached to the agenda of November 14, 2012.

#### **4.3 Acceptance of Gifts**

Upon the recommendation of the Superintendent of Schools, the Board accepted the following gifts with thanks:

- One (1) 42-inch LED HDTV with 40 ft. of HDMI cable, ceiling mount, extension cord, and surge protector for use at Harborfields High School, donated by Island Photography of Port Washington, NY.
- Plantings for outdoor space at Thomas J. Lahey Elementary School, donated by the TJL PTA.

#### **4.4 Acceptance of Gift and Increase In Appropriations**

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

- Gift from SEPTA (\$525.00) to be used under the guidance and direction of the Principal at Thomas J. Lahey Elementary School for the purchase of 75 online subscriptions to *First in Math*.

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

A2110.5110.06.2210                      \$ 525.00

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

#### **4.5 Surplus Equipment**

Upon the recommendation of the Superintendent of Schools, the Board of Education approved that the surplus equipment, as listed in the attachments to the agenda of November 14, 2012, be declared surplus and disposed of accordingly.

- Four (4) Phonic Ear PE 300 Receivers (Serial #'s: 00045207, 0044912, 02028427, and 02036635)
- Four (4) Phonic Ear PE 300T Transmitters (Serial #'s: L063091, L039668, L045187 and L051004)
- Four (4) Phonic Ear Toteable Speakers

#### **4.6 Joint Municipal Cooperative Bidding Resolution – Western Suffolk BOCES Provision of Electricity (Deregulation) RFP #12-83P**

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

Whereas, various educational and municipal corporations located within the State of New York desire to bid jointly for Provision of Electricity (Deregulation) RFP #12-83P; and

Whereas, the Harborfields Central School District, an educational/municipal corporation is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law Section 119-0 and Education Law Section 1950; and

Whereas, the District is a municipality within the meaning of General Municipal Law Section 119-n and is eligible to participate in the Board of Cooperative Educational Services, Second Supervisory District of Suffolk County (hereinafter Western Suffolk BOCES) Joint Municipal Cooperative Bidding Initiative in the areas mentioned above; and

Whereas, with respect to all activities conducted by the Western Suffolk BOCES, the District wishes to delegate to Western Suffolk BOCES the responsibility for drafting of specifications, advertising for bids/proposals, accepting and opening bids/proposals, tabulating bids/proposals, awarding the bids/proposals, and reporting the results to the District.

Be it resolved, that the District hereby appoints Western Suffolk BOCES to represent it and to act as the lead agent in all matters related to the services as described above; and

Be it further resolved, that the District hereby authorizes Western Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for Western Suffolk BOCES; and

Be it further resolved, that this Agreement with the District shall be for a term of one (1) year as authorized by General Municipal Law Section §119-o.2.j.

Dated: November 14, 2012  
Name of Education or Municipal Corporation: Harborfields Central School District  
Name of Official: ..... William H. Nimmo  
Title: ..... Assistant Supt. for Business  
Contact Person: ..... Dennis Graham  
Title: ..... Purchasing Agent  
Email Address: ..... graham@harborfieldscsd.org

**4.7 Acceptance of Harborfields CSD Audit Report and Financial Statements for Fiscal Year Ending June 30, 2012**

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Harborfields Central School District Audit Report and Financial Statements for the Fiscal Year Ending June 30, 2012, as prepared by Cullen & Danowski, LLP, Certified Public Accountants, was accepted.

**4.8 NSBA Call to Action: Board Resolutions Urging Congress to Stop Sequestration**

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Board accepted the following resolution:

Whereas, a world class public education is essential for the future success of our nation and today's school children; and

Whereas, the Budget Control Act of 2011 includes a provision to impose \$1.2 trillion in across-the-board budget cuts to almost all federal programs including education that would become effective January 2, 2013; and

Whereas, these across-the-board budget cuts would impact school districts during the 2013-14 school year, with the exception of the Impact Aid program, with which a reduction would become effective this school year; and

Whereas, these across-the-board budget cuts, also known as sequestration, would impact education by a reduction in funds of 8.2 percent or more and could result in larger class sizes, fewer course offerings, possible four-day school weeks, loss of extracurricular activities, and teacher and staff layoffs; and

Whereas, sequestration would impact almost every public school system in the nation and the millions of students educated through programs such as Title I grants for disadvantaged students, the Individuals With Disability Education Act (IDEA), English Language Acquisition, Career and Technical Education, 21<sup>st</sup> Century Community Learning Centers, and more; and

Whereas, Harborfields Central School District, as well as other public schools, would be impacted nationwide by an estimated \$2.7 billion loss from just three programs alone – Title I grants, IDEA special education state grants and Head Start – that serve a combined 30.7 million children; and

Whereas, federal funding for K-12 programs was already reduced by more than \$835 million in Fiscal Year 2011, and state and local funding for education continues to be impacted by budget cuts and lower local property tax revenues; and

Whereas, states and local governments have very limited capacity to absorb further budget cuts from sequestration, as Harborfields Central School District has already implemented cuts commensurate to state and local budget conditions;

Now therefore, be it resolved, that the Harborfields Central School District urges Congress and the Administration to amend the Budget Control Act to mitigate the drastic cuts to education that would affect our students and communities, and to protect education as an investment critical to economic stability and American competitiveness.

## **HUMAN RESOURCES CONSENT AGENDA**

### **Call for Removal of Resolutions from the HUMAN RESOURCES Consent Agenda**

Mr. Mastroianni called for the removal of Item 5.4 from the Human Resources Consent Agenda for further discussion.

**Consent Agenda – Human Resources**

Upon motion duly made by Mr. Toles, seconded by Mr. Schoer, and carried unanimously, all items in the area of Human Resources, with the exception of Item 5.4, on the agenda of November 14, 2012 were approved by the Board of Education by consent.

**5.1 Resignations**

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

- Peter J. Barbour, Part-time Technology Teacher, OMS, effective close of business October 19, 2012

**5.2 Leave of Absence**

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

Name	Assignment	School	Dates Paid	Dates Unpaid
Elizabeth DeVaney	Art Teacher	HHS	2/25/13 – 5/24/13	N/A

**5.3 Revision of Leave of Absence**

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

Name	Assignment	School	Dates Paid	Dates Unpaid
Elizabeth Albano	Speech Teacher	WDPS	From: 10/18/12 – 1/15/13 To: 10/10/12 – 1/8/13	From: N/A To: 1/9/13 – 1/18/13

**5.5 Extra Assignments**

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following extra assignments in accordance with the schedule attached to the official minutes of the meeting of November 14, 2012:

Name	School	Extra Assignment
Ellick, Steven	OMS	0.1 Technology Teacher
Ello, Pamela	OMS	0.1 Technology Teacher

**5.6 Permanent Appointment**

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following permanent appointment:

Name	Position	Building	Effective Date
Susan Curasi	Principal Stenographer	OMS	11/14/12

**5.7 Part-Time Appointment**

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following professional part-time appointments in accordance with the schedule attached to the official minutes of the meeting of November 14, 2012:

Part-Time for the maximum period through June 30, 2013 to serve at the pleasure of the Board		
Name	School	Assignment
Ianni, Anna Maria	OMS	0.15 FACS Teacher 5:15 hrs./day Teaching Assistant

**5.8 Civil Service Appointments**

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following civil service appointments in accordance with the schedule attached to the official minutes of the meeting of November 14, 2012:

Name	School	Assignment
Lynn Elliott	TJL	Part-Time Clerk Typist
Lorri O'Malley	District Office	Clerk Typist (Emergency Conditional)
Jacqueline Ozzimo	Business Office	Account Clerk (Contingent Permanent)

**5.9 Addendum to 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 November 14, 2012, for the maximum period through June 30, 2013 to serve at the pleasure of the Board.

**5.10 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,



## APPROVED MINUTES

**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 the recommendation of the Superintendent of Schools, the Board of Education authorizes said separation payment as described in the separation payment agenda enclosure.

- Greene, Nancy, Senior Clerk Typist, Oldfield Middle School

### **5.11 District Committee on Special Education Appointment**

Upon the recommendation of the Superintendent of Schools, the Board of Education approved that the following member of the professional staff be appointed to the District Committee on Special Education effective July 1, 2012 through June 30, 2013:

- Anna Zaharia Alternate Chairperson/Social Worker

### **5.11 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 Harborfields Building Administrators Association (HBAA), establishing the position of K-8 Assistant Principal and identifying the benefits for the incumbent holding said position effective the close of business on July 1, 2012. The MOA shall be incorporated by reference within the minutes of the regular meeting of November 14, 2012.

### **5.4 Change of Status**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Toles, and carried unanimously, the following change of status was tabled at this time:

Name	Assignment	School	Type of Appointment	Dates Unpaid
Melissa Reisen	Elementary Teacher	TJL	Regular Substitute	From: 1/16/13 - 6/30/13 To: 12/6/12 – 6/30/13
Linda Romandetti	From: Clerk Typist To: Senior Clerk Typist	OMS	Probationary	12/3/12

## **INSTRUCTION CONSENT AGENDA**

### **Call for Removal of Resolutions from the INSTRUCTION Consent Agenda**

There were no items removed from the Instruction Consent Agenda.

### **Consent Agenda – Instruction**

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried unanimously, all items in the area of Instruction on the agenda of November 14, 2012 were approved by the Board of Education by consent.

#### **6.1 Overnight Field Trip to Rochester, New York**

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

- Approximately five (5) All-State NYSSMA students from the Harborfields School District to attend the 2012 NYSSMA All-State Musicians competition in Rochester, New York, November 29, 2012 through December 2, 2012.

#### **6.2 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 November 14, 2012.

#### **6.3 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 SCSE and CPSE:

- **Subcommittee on Special Education** meeting dated October 12, 2012.
- **Committee on Preschool Special Education** meetings dated October 18, 2012.

#### **6.4 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 1800: Student Transportation Services

## **ITEMS FOR DISCUSSION**

### 2012-2013 Calendar Revisions

Ms. Todaro announced that the district lost ten (10) days of instruction in the aftermath of Super Storm Sandy and have made up four (4) days through the use of two (2) conference days (11/6/12 & 11/9/12) and two (2) snow days (11/7/12 & 11/8/12); leaving a balance of six (6) instructional days to be made up. Ms. Todaro noted that New York State Education Law requires a school district to be in session for a minimum of 180 days and will lose state aid if that statutory requirement is not met. The Education Commissioner has the ability to waive five days of lost instruction; however, this waiver only applies if schools have already used up all available vacation time. To date, there has been no indication from NYSED or from the state legislature that any amendment to current regulations will be forthcoming.

Ms. Todaro presented a revised school calendar for 2012-2013 that removes the February recess (2/18/12 – 2/22/12) which would reinstate five (5) days; has school in session on Friday, May 24, 2013, and a superintendent's conference day on Monday, June 24, 2012; reinstating an additional two (2) days. These calendar revisions bring the total number of days to 181, leaving the district with one day in the event of another snow day; however, Ms. Todaro noted that if more than one snow day is necessary, school would then be open on Monday, March 25, 2012 and on remaining days during the March recess if additional snow days are necessary. The Board members agreed that it was important for the district to identify a calendar now that would insure the 180 requirement; therefore the 2012-2013 calendar, as revised, will be presented for adoption at the December 12, 2012 Board meeting.

### Budget Timeline

Ms. Todaro stated that the budget timeline was established to address the planning process for development of the 2013-2014 budget. Since the timeline was prepared prior to Super Storm Sandy, Ms. Todaro indicated that the Board could discuss the timeline at the next Board meeting, particularly the area of meeting with the principals and directors.

### Newsletters

Ms. Todaro noted that the Board has previously discussed the topic of increasing the number of newsletters produced for the district. Overall, an increase of \$4,840 would be incurred to increase newsletter production, based on information provided by Syntax. Discussion ensued about other avenues of communication such as email, social media, etc. A suggestion was made to conduct a survey of the community to get feedback on how they'd like to receive information; perhaps giving them the option to opt out of receiving it via postal mail. The majority of Board members thought it best to stay with what the district is presently doing for now, and not spend extra money at this time.

## **BOARD OF EDUCATION ACTIVITIES**

NYSSBA Annual Convention, October 25-27, 2012, Rochester, NY

Mr. Giuliano, Mr. Schoer, and Ms. Todaro attended the NYSSBA Annual Convention. Ms. Todaro attended several workshops and commented that it was nice to have an opportunity to network with representatives from other districts and share different ideas on a variety of topics. Mr. Giuliano complimented Ms. Tuzzi and her teachers on their presentation, *Getting Started with Response to Intervention*; he thought they did an excellent job. Mr. Schoer echoed his statements; noting that the presentation was the highlight of the seminars and recommended that a presentation on the program be given to the entire Board at some point. All three stated that there were a lot of presentations on technology. Mr. Schoer stated that he attended a seminar covering the Atlanta cheating scandal and found it to be quite interesting; noting the importance of establishing a culture of integrity and ethics in all school districts.

## **PUBLIC PARTICIPATION**

A resident addressed the Board stating that the suggestion to allow residents to opt out of newsletter mailings was a good idea. Mr. Voltaggio thanked the Board and Ms. Todaro for taking the time out to accept the award earlier.

## **ADJOURNMENT**

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried unanimously, the Board adjourned the regular meeting of November 14, 2012 at 9:39 p.m.

Respectfully submitted,

Sharon M. Whelan  
District Clerk