

HARBORFIELDS CENTRAL SCHOOL DISTRICT  
GREENLAWN, NEW YORK

Kind of Meeting	-	Regular Meeting
Date of Meeting	-	March 19, 2014
Place of Meeting	-	OMS Auditorium
Board Members Present	-	Dr. McDonagh, Mr. Banks, Ms. Boba, Ms. Gaughan, Mr. Lee, and Mr. Mastroianni
Board Members Absent	-	Mr. Giuliano
Others Present	-	Ms. Todaro, Dr. Ianni, Ms. Whelan, John Sheahan, Esq., and Community Members

Dr. McDonagh called the meeting to order at 6:20 p.m.

**EXECUTIVE SESSION**

Upon motion duly made by Ms. Gaughan, seconded by Mr. Banks, and carried (5-0), the Board and district office administrators moved to Executive Session at 6:21 p.m. for the purpose of discussing the employment history of a particular individual. Ms. Boba joined the meeting at 6:30 p.m.

The Board reconvened the regular meeting at 7:05 p.m. Dr. McDonagh led the audience in the Pledge of Allegiance, and he instructed those in attendance where to exit the building in case of an emergency.

Ms. Todaro asked for a moment of silence in memory of Oldfield Middle School Teacher, Pamela Long, reflecting on Ms. Long's career with the Harborfields Central School District. Oldfield Middle School Principal, Joanne Giordano, also spoke about Ms. Long; recalling her passion for teaching, her warm smile, and love of life.

**COMMUNITY FORUM – BUDGET PRESENTATION**

Ms. Todaro offered an overview on the continuing development of the 2014-2015 proposed budget and explained the purpose of the community forum. She gave a PowerPoint presentation which illustrated the key components of the proposed budget; reviewing those items that have been maintained in the budget and items that have been restored or enhanced. She reviewed the proposed class size guidelines and outlined those areas where reductions are being considered, such as the restructuring of the guidance program at OMS and HHS, administrative restructuring, and reductions due to enrollment decline. Ms. Todaro explained that student enrollment is a critical factor, noting that you have to project out to future years when building a budget. Student enrollment projections show Harborfields in a clear decline. Ms. Todaro mentioned that the state budget is slated to be approved by April 1, 2014, and the district is eagerly awaiting news on the state aid figures. She explained that in developing the 2014-2015 proposed budget, the district took a risk by forecasting the receipt of additional state aid

monies; however, depending on the outcome of the state budget, it may be necessary to reevaluate some of the decisions.

Ms. Todaro announced that the district would be establishing two new committees for the 2014-2015 school year: the Capital Improvement Committee and the Educational Facility Planning Committee. Additional information will be forthcoming.

### **PUBLIC PARTICIPATION**

Several residents voiced their support for the critical role that guidance counselors play, and expressed their concerns over the proposed restructuring in the guidance department at Oldfield Middle School.

Several residents voiced their support for the establishment of a robotics program at Harborfields High School; a complement to the program currently offered at Oldfield Middle School.

A resident questioned what the difference in the tax rate would be between the two budget scenarios (staying within the tax levy cap vs. going over the tax levy cap)? Ms. Todaro responded that, unfortunately, Mr. Nimmo could not attend tonight's meeting; however, she would verify the information with him and get back to the resident.

A resident applauded the work done by teaching assistants, noting that they are an integral part of the staff at Harborfields. She encouraged everyone to work together so the teaching assistants may get the recognition they deserve.

A resident and member of the Harborfields Council of PTAs read a statement on behalf of the PTA Council. She stated that the Council appreciates the district's adopting a new philosophy with this year's budget; however, maintaining, restoring and enhancing are not luxury items; they are a necessity. The PTA Council believes that reserve funds should not be depleted and urged the Board to initiate a budget that exceeds the tax levy cap; pledging the Council's full support of such a budget.

A resident suggested that an advisory committee be put together to help guide the employees in the music area due to the elimination of the Director of Music position.

A resident advocated for full time kindergarten. If it cannot be done this year, she encouraged the Board to work toward it for the future by applying for conversion aid even if we don't plan to use it. It would give the district an idea of what they could expect going forward.

A resident advocated for technology as a teaching tool. He encouraged the Board to develop a special position that would be responsible for improving teaching methods and course selection, noting that lots of course material is available online, and would help control costs.

A resident expressed disappointment that restoration of a full-time librarian at Washington Drive Primary School was not included in the budget. She also encouraged the Board to explore grant opportunities for technology and to consider leasing computer equipment rather than purchasing it, noting that since technology is constantly changing and evolving, leasing equipment would permit the district to stay current rather than purchasing equipment that becomes obsolete in a few years time. Ms. Todaro noted that the district does have an allocation in the budget to ensure that we have wireless technology in the district through a lease purchase plan through BOCES.

A resident expressed disappointment over the elimination of the Director of Music position. He believes the position is necessary to prevent fragmentation over the district's four buildings and encouraged the Board to restore that position as quickly as financially possible.

A resident asked for clarification of the new CDOS (Career Development and Occupational Studies) for students with disabilities. Ms. Todaro explained that CDOS is an initial course that is intended to indicate a student's readiness for entry-level jobs. It encompasses career awareness, resume writing, and preparing students on how to develop a plan. Under new CDOS graduation requirements, districts need to have a series of courses that students would have to enroll in. The state has required a special certificate for school to career; Harborfields has two teachers in the district so certified.

The Board members offered several comments regarding the budget development:

- Encouraged residents to support the letter writing campaign for GEA.
- Spoke about the governor's proposed legislation regarding a property tax freeze for residents whose districts stay within the tax levy cap; NYSSBA believes some version of the legislation will get passed.
- Must exercise caution when considering to breach the tax levy cap; believes the education plan is great; however, we should look more closely at our use of reserves. Reserve funds have grown considerably through the years and we should explore using some to remain within the tax cap.
- Expressed support for the direction the district is headed in; a couple of members expressed some uneasiness with the 0.7 AIS staff reduction, guidance department restructuring and lack of full-time librarian at WDPS.

Ms. Todaro noted that they have carefully looked at the impending retirements and the shift in some assignments, and she's confident the model they have developed will work out fine.

Dr. McDonagh noted that the next two to three weeks is a critical time for the Board and district administration to hear from the community on the budget development, and he encouraged residents to reach out via email, phone, etc.

## **SUPERINTENDENT'S REPORTS**

### **Student Representative's Report**

Ryan Cates, student representative from HHS, gave the following report:

- The girl's basketball team had a phenomenal season. They racked up an undefeated regular season along with finishing as league, Suffolk County and Long Island Champions. While they didn't claim the state championship, they played an incredible season and should be applauded by everyone in the community.
- The Mock Trial team made it to the playoffs.
- Students Frances Chi and Micayla Beyer earned Awards of Excellence at the Huntington Art Council's "High Arts Showcase X."
- High school student Larry Lesser won an Award of Excellence in the PTA Reflections Contest, and students Nora Gleeson and Peggy Williamson each received an Award of Merit for their literature entries.
- Several students won awards in the BOCES Skills USA competition: Rachel Antonison (1<sup>st</sup> place - TV & Video Production), Karen Flood (1<sup>st</sup> place - Audio Production), Liam Gensel (2<sup>nd</sup> place – Quiz Bowl), and Colton Schwartz (3<sup>rd</sup> place – Design & Advertising Art).
- The Global Justice Concert will be held on Friday, March 21, 2014 at 7:00 p.m. Proceeds from this event will go to the Magic Penny, a charitable organization that supports educational initiatives to those less fortunate around the globe.
- The high school recently honored Dr. Rory Manning during "Principals Appreciation Week" with Mr. Cates acknowledging that one week is not enough to honor the amazing work and dedication that Dr. Manning brings to the high school.

### **Superintendent's Report**

Ms. Todaro announced that student recognition will take place at the April 24, 2014 Board meeting, noting that the district has a large number of recognition awards to distribute. She also announced that the Suffolk County Police Department's 2<sup>nd</sup> Precinct will be conducting an emergency preparedness drill at Harborfields High School on Sunday, March 23, 2014. As a result of this drill, the high school will be off limits to students, staff and community until at least mid-afternoon. Ms. Todaro mentioned that the district will be holding a public hearing at the June 18, 2014 Board meeting in order to address the recently enacted legislation on the veterans' property tax exemption. Ms. Todaro announced that the library park property is listed as an Item for Discussion on tonight's agenda; however, she noted that a meeting was recently held with Town Supervisor Frank Petrone and Councilman Mark Cuthbertson. At this point, the town has indicated that it is not their intent to purchase the property; however, they have expressed interest

in entering into an agreement with the district to take over running the park. The district will continue to explore this option as additional information becomes available.

## **PUBLIC PARTICIPATION**

A resident expressed appreciation for the Board's efforts to find solutions to the library park property issue, and she is pleased to hear that there may be a possible path forward where the district would no longer be in the police business, but the park may yet be preserved.

## **BOARD OF EDUCATION MINUTES**

The Board of Education accepted the following minutes:

- Regular Meeting, February 12, 2014
- Special Meeting, March 5, 2014
- Special Meeting, Budget Work Session, March 8, 2014

## **FINANCE**

### **4.1 Treasurer's 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 Board of Education approved the Treasurer's Report for January 2014.

### **4.2 Schedule of Bills**

Upon motion duly made by Mr. Mastroianni, seconded by Ms. Gaughan, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education accepted the Schedule of Bills, as attached to the agenda of March 19, 2014.

### **4.3 Financial Status Report**

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education accepted the Financial Status Report for January 2014.

### **4.4 Private School Placement/Special Education Services Contract**

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education approved the following special education services contract between the Harborfields Central School District "District of Residence" and the school "District of Location" listed below. The "District of Residence" will be billed for special education services for children residing in the Harborfields Central School District and attending nonpublic schools in said

school district in accordance with Education Law Section 3602-c and regulations of the Commissioner of Education.

- One (1) student residing within the Harborfields Central School District attending a private school within the Half Hollow Hills Central School District effective July 1, 2013 through June 30, 2014

#### **4.5 Health Services Contracts**

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education approved the following health services contracts between the Harborfields Central School District and the school districts listed below, for the purpose of providing health services for children residing in the Harborfields Central School District and attending non-public schools in said school districts for the 2013-2014 school year.

- Smithtown CSD, one (1) student attending Harbor Country Day School at a cost of \$861.11, and three (3) students attending Smithtown Christian School at a cost of \$861.11, totaling \$2,583.33
- Huntington UFSD, twenty (20) students attending St. Patrick's School at a cost of \$585.00, totaling \$11,700.00

#### **4.6 Independent Evaluation Agreement**

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education approved the following Independent Evaluation Agreement between Harborfields Central School District and the provider listed below, in accordance with all applicable Federal, State and local laws, rules, and regulations from the New York State Education Department.

- Dr. Edward M. Petrosky will conduct an independent evaluation during the 2013-2014 school year of the student identified on confidential schedule "A" and prepare a report of the independent examination which will be presented to the district.

#### **4.7 Surplus Books & Equipment**

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 books, as listed in the attachments to the agenda of March 19, 2014, were declared surplus and will be disposed of accordingly.

- Library books from Thomas J. Lahey Elementary School
- Library books from Oldfield Middle School
- Library books from Harborfields High School

#### **4.8 Acceptance of Gifts**

Upon motion duly made by Mr. Mastroianni, seconded by Ms. Boba, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following gift was accepted by the Board of Education with thanks:

- One (1) audio equipment pop-up console rack and case and one (1) video camera with accessories, donated by district residents, Mr. and Mrs. Eric Solomon, for use by Harborfields High School's Multimedia Publishing class and the Journalism/Media club.

#### **4.9 Acceptance of Gifts/Grants and Increase in Appropriations**

Upon motion duly made by Ms. Boba, seconded by Ms. Gaughan, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following gifts/grants were accepted by the Board of Education with thanks:

- Grant from TjL PTA in the amount of \$1,994.41 to be used under the guidance and direction of the Principal at Thomas J. Lahey Elementary School to support equipment and instructional supply purchases for curriculum programs at TjL.
- Gift from Harborfields Booster Club in the amount of \$2,500.00 to be used under the guidance and direction of the Director of Health, Physical Education and Athletics, for the purposes outlined in the memorandum attached to the agenda of March 19, 2014.
- Gift from Huntington and American Sports League in the amount of \$250.00 to be used under the guidance and direction of the Director of Health, Physical Education and Athletics, for the purposes outlined in the memorandum attached to the agenda of March 19, 2014.

Further, upon the recommendation of the Superintendent of Schools, pursuant to the anticipated receipt of the funds to reimburse our expenses, appropriations for 2013-2014 be increased as follows:

A 2110.2000.06.4003	\$ 572.80
A 2110.5110.06.2210	\$1,421.61
A 2855.4120.36.2855	\$ 500.00
A 2855.4200.36.2855	\$2,000.00
A 2855.2000.36.2855	\$ 250.00

#### **4.10 Acceptance of Scholarship Fund Donation**

Upon motion duly made by Ms. Boba, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following donation to the respective Scholarship Fund was accepted:

- Gift in the amount of \$4,000.00 from the O'Lear family for credit to the Timothy O'Lear Memorial Scholarship Fund within the Expendable Trust Account.

#### **4.11 Appointment of External Accountant**

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education appointed Albrecht, Viggiano, Zureck and Company, P.C., as its External Accountant for the preparation of the district's financial statements for the fiscal year ending June 30, 2014 at a fee of \$16,750, as set forth in their proposal dated January 28, 2014; and

Further, the Board President was authorized to execute the written agreement between the District and Albrecht, Viggiano, and Company, P.C., a copy of which is attached to the agenda of March 19, 2014.

#### **4.12 Notice of Budget Hearing and Election of HCSD**

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 Notice of the Budget Hearing and Election of the Harborfields Central School District, Town of Huntington, County of Suffolk, State of New York, was approved; and

Further, upon the recommendation of the Superintendent of Schools, the District Clerk was authorized and directed to publish the Notice of Annual District Meeting and Election in the form annexed hereto.

#### **4.13 Establishment of Scholarship Fund**

Upon motion duly made by Ms. Boba, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Pamela A. Long Memorial Scholarship Fund was hereby established, thereby authorizing the school district to accept donations and make disbursements from an Expendable Trust and Agency Account which will be established for that particular purpose in accordance with established guidelines.

### **HUMAN RESOURCES**

#### **5.1 Resignations**

Upon motion duly made by Mr. Mastroianni, seconded by Ms. Gaughan, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following resignations were accepted:

- Dono, MaryAnne, Reading Teacher, for the purpose of retirement, effective the close of business June 30, 2014



- Nigro, Anita, School Guidance Counselor, for the purpose of retirement, effective the close of business June 30, 2014
- Sheil, Isabel, Special Education Teacher, for the purpose of retirement, effective the close of business June 30, 2014

**5.2 Leaves of Absence**

Upon motion duly made by Mr. Banks, seconded by Ms. Gaughan, 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
Jennifer Ambrosio	Special Education Teacher	HHS	05/27/14 – 10/22/14	N/A
Dr. Michelle Meskin	School Psychologist	TJL	N/A	07/18/14 – 06/22/15
Janine Sena	Elementary Teacher	TJL	09/02/14 – 11/24/14	11/25/14 – 02/20/15

**5.3 Revision of Leave of Absence**

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following revision of a leave of absence was approved:

Revision of Leave of Absence				
Name	Assignment	School	Dates Paid	Dates Unpaid
Jennifer Gutmann	Reading Teacher	TJL	From: 2/24/14 – 03/24/14 To: 02/10/14 – 03/17/14	From: 03/25/14 – 05/26/14 To: 03/18/14 – 05/16/14

**5.4 Professional Appointment**

Upon motion duly made by Mr. Banks, seconded by Ms. Gaughan, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following professional appointment in accordance with the schedule attached to the official minutes of March 19, 2014 was approved:

Part-time for the maximum period through June 30, 2014 to serve at the pleasure of the Board		
Name	School	Assignment
Monika Safulak	WDPS	Part-time Teaching Assistant

**5.5 Extracompensation Appointment Schedule 2013-2014**

Upon motion duly made by Mr. Mastroianni, seconded by Ms. Boba, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education approved the appointees specified on the Extracompensation Appointment Schedule attached to the official minutes of March 19, 2014.

**5.6 Addendum to the 2013-2014 Substitute List**

Upon motion duly made by Ms. Boba, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the substitute list addendum, as attached to the official minutes of March 19, 2014, was approved for the maximum period through June 30, 2014 to serve at the pleasure of the Board.

**5.7 Revision of Home Instruction List**

Upon motion duly made by Mr. Mastroianni, seconded by Ms. Boba, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the certified teacher named in the attachment to the official minutes of March 19, 2014, was appointed as a home instructor for the 2013-2014 school year.

**5.8 Compensation to Inspectors from the Board of Elections for Attendance at Carillon House for Residents to Vote by Absentee Ballot**

Upon motion duly made by Ms. Boba, seconded by Ms. Gaughan, and carried (6-0), and upon the recommendation of the Superintendent of Schools, pursuant to Education Law §1501-c, and Election Law §8-407, the following Inspectors from the Board of Elections will participate at the Carillon House in order for residents to vote by absentee ballot with regard to the Harborfields Annual Budget Vote and Election to be held on May 20, 2014. The Inspectors will receive \$10.00 per hour or a minimum per diem rate of \$50.00 for their service.

- Lottie Bennett, Rose Dougherty, Gerald Schehr

**5.9 Appointment of Election Inspectors for the Harborfields Central School District Annual Budget Vote and Election**

Upon motion duly made by Ms. Boba, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following people were appointed to serve as Inspectors of Election for the Annual Election and Budget Vote of Qualified Voters to be held on May 20, 2014. The Chief Inspector and Chairperson will be compensated at a rate of \$15.00 per hour and the Inspectors of Election at a rate of \$12.50 per hour.

Kathleen Riker, Chief Inspector		
Laura Antonison *	Lottie Bennett *	Joan Caldarella
Theresa Damm	Lawrence Davis *	Rose Dougherty *
Jackie Dwyer	Barbara Endres *	Helen Gillen Flanders
Shelly Feinman	Linda Gass	Joann Guido
Barbara Hanna *	Claire Intemann *	Irene Levee
Mary MacDonnell *	Dena Maldon *	Jacqueline Martello
Carol O'Hea	Lorri O'Malley	Janet Palacios *
Janice Perdikoylis	Jane Pressman *	Carol Ann Queally
Gerald Schehr	Kate Shreck	Irene Smith *
Carol Solimando	Barbara Sperber *	Marilyn Valeo
Catherine Verdi		

\* These Inspectors are certified by the Suffolk County Board of Elections as required to use the new scanner machines.

Further, upon the recommendation of the Superintendent of Schools, the District Clerk was authorized to hire additional Inspectors of Election, if necessary.

## **INSTRUCTION**

### **6.1 Review of IEP Recommendations and Authorization for Placement and Services**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Superintendent of Schools, after reviewing the IEP recommendations, the Board granted authorization to provide for the placement and services contained in the following recommendations of the CSE, SCSE, and CPSE:

- **Committee on Special Education** meetings dated February 6, 2014, February 10, 2014, February 14, 2014, February 26, 2014, and March 5, 2014.
- **Subcommittee on Special Education** meetings dated January 29, 2014, January 31, 2014, February 4, 2014, February 6, 2014, February 10, 2014, February 11, 2014, February 24, 2014, February 25, 2014, February 26, 2014, February 27, 2014, and March 3, 2014.
- **Committee on Preschool Special Education** meetings dated February 6, 2014 and February 27, 2014.

### **6.2 Overnight Field Trip**

Upon motion duly made by Ms. Boba, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the overnight field trip to

Shelter Island, NY to attend the Quinipet Camp & Retreat Center for approximately 60 high school students from the Natural Helpers Club was approved.

**6.3 Readoption of 2013-2014 School Calendar**

Upon motion duly made by Mr. Mastroianni, seconded by Ms. Gaughan, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Harborfields Central School District's 2013-2014 calendar, as contained in the official minutes of the meeting of March 19, 2014, was readopted.

**ITEMS FOR DISCUSSION**

Library Park Property

The Board members briefly discussed the library park property. At this point in the process, they are waiting to hear back from the Town of Huntington; noting that it appears that the town is anxious to bring this to a conclusion.

**PUBLIC PARTICIPATION**

A resident questioned if there was a website where she could obtain more information on the school to career program. Ms. Todaro suggested she give her a call.

A resident inquired about the opportunities with which parents can work at the school. Ms. Todaro stated that presently, parent volunteers work at the Oldfield Middle School store.

**EXECUTIVE SESSION**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), the Board, district office administrators and district counsel moved to Executive Session at 8:53 p.m. for the purpose of discussing contract negotiations.

Ms. Boba left the meeting at 8:53 p.m.

**ADJOURNMENT**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (5-0), the Board adjourned the regular meeting of March 19, 2014 at 10:50 p.m.

Respectfully submitted,

Sharon M. Whelan  
District Clerk