

HARBORFIELDS CENTRAL SCHOOL DISTRICT  
Greenlawn, New York

**BOARD OF EDUCATION**  
**ANNUAL REORGANIZATION PUBLIC MEETING AGENDA**  
July 8, 2014

**MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE**

**EXECUTIVE SESSION – 6:00 P.M.**

1. Diana Todaro, Superintendent of Schools, will call the meeting to order at 7:45 p.m. and lead the audience in the Pledge of Allegiance.
2. The oath of office will be administered to the District Clerk by the Superintendent of Schools.
3. Diana Todaro will ask the District Clerk to administer the oath of office to Mr. Giuliano and Mr. Steinberg.
4. The President of the Board of Education will be elected. It will be announced to the public that this is an election among school board members and that four (4) votes are necessary for election.
5. The same procedure will be followed for the election of the Vice President.
6. The oath of office will be administered to the President and Vice President by the District Clerk.
7. The oath of office will be administered to the Superintendent of Schools by the District Clerk.
8. **Appointment of District Clerk/Secretary to the Board of Education**

**Be it resolved**, that Sharon Whelan be appointed District Clerk/Secretary to the Board of Education (part-time) from July 1, 2014 through June 30, 2015 at an annual rate of \$23,754.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

9. **Appointment of District Treasurer and Deputy Treasurer**

**Be it resolved**, that Paula Francis be appointed District Treasurer for the 2014-2015 school year at an annual stipend of \$10,563.

**Be it further resolved**, that Sharon Whelan be appointed as Deputy Treasurer for the 2014-2015 school year with no additional remuneration.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

10. The oath of office will be administered to the District Treasurer and the Deputy Treasurer by the District Clerk within thirty days.

11. **Appointment of Claims Auditor**

**Be it resolved**, that Maryann Viglucci be appointed as Claims Auditor for the 2014-2015 school year at a rate of \$19,923 per annum.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

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

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

**Be it resolved**, for the 2014-2015 school year that a bond of \$3,000,000 be approved for the District Treasurer and Deputy Treasurer; a bond of \$2,000,000 be approved for the Assistant Superintendent for Business and Purchasing Agent; a bond of \$800,000 be approved for the Superintendent of Schools, and a bond of \$200,000 be approved for the District Clerk.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

14. **Designation of District Purchasing Agent**

**Be it resolved**, that Dennis Graham be appointed as District Purchasing Agent for the 2014-2015 school year at a rate of \$15,492 per annum.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

15. **Appointment of Records Management Officer**

**Be it resolved**, that William H. Nimmo, Assistant Superintendent for Business, be appointed as Records Management Officer for the 2014-2015 school year.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

16. **Appointment of Records Access Officer and Authorization to Accept Legal Service**

**Be it resolved**, that Valerie Brosnan, Secretary to the Superintendent of Schools be appointed Records Access Officer for the 2014-2015 school year with no additional remuneration.

**Be it further resolved**, that the District Clerk be authorized to accept legal service for the Harborfields Central School District. In the absence of the District Clerk, the Secretary to the Superintendent of Schools is hereby authorized to accept legal service for the Harborfields Central School District.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

17. **Appointment of Asbestos Compliance Officer**

**Be it resolved**, that Andrew Cacciola, District Maintenance Leader, be appointed as Asbestos Compliance Officer for the 2014-2015 school year with no additional remuneration.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

18. **Designation of Banks and Depositories**

**Be it resolved**, that the following be 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:

<b>BANKS AND DEPOSITORIES</b>	<b>SCHOOL DISTRICT ACCOUNTS</b>
Bank of America	Student Activity Fund – OMS
Capital One Bank	Student Activity Fund – HHS
Citibank, Greenlawn	Safe Deposit
JP Morgan Chase	Investment/Lease Agreement Escrow Accounts
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

**Be it further resolved**, 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.

**Be it further resolved**, that Chase Manhattan Bank be designated as Accounting and Cremation Agent and Registrar for Bonds and Coupons.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

19. **Authorization for Investments**

**Be it resolved**, that Paula Francis, Treasurer, be 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 8, 2014. 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.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**20. Authorization for Purchasing**

**Be it resolved,** that 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 2014-2015 school year.

**Be it further resolved,** 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.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**21. Establishment of Regular Monthly Board of Education Meetings**

**Be it resolved,** the regular meetings of the Board of Education be established as follows for the 2014-2015 school year:

<u>DATE OF MEETING</u>	<u>TYPE/PLACE OF MEETING</u>	<u>DAY OF WEEK OF MEETING</u>
July 8, 2014	Regular/Reorganization Meeting – OMS	2 <sup>nd</sup> Tuesday
August 20, 2014	Regular Meeting - OMS	3 <sup>rd</sup> Wednesday
September 17, 2014	Regular Meeting – OMS	3 <sup>rd</sup> Wednesday
October 15, 2014	New/Newly Tenured Reception Audit Committee-External Audit Report Regular Meeting – OMS	3 <sup>rd</sup> Wednesday
November 12, 2014	Regular Meeting – OMS	2 <sup>nd</sup> Wednesday
December 10, 2014	Regular Meeting – OMS	2 <sup>nd</sup> Wednesday
January 14, 2015	Regular Meeting – OMS	2 <sup>nd</sup> Wednesday
February 11, 2015	Regular Meeting – OMS	2 <sup>nd</sup> Wednesday
March 7, 2015	Budget Work Session – OMS 9:00 a.m.–12:00 p.m. Community Session	1st Saturday
March 18, 2015	Regular Meeting – OMS Community Forum	3 <sup>rd</sup> Wednesday

<u>DATE OF MEETING</u>	<u>TYPE/PLACE OF MEETING</u>	<u>DAY OF WEEK OF MEETING</u>
April 22, 2015	Regular Meeting - OMS Budget Adoption/Property Tax Report Card	4 <sup>th</sup> Wednesday
April 28, 2015	Regular Meeting – OMS BOCES Budget Vote	4 <sup>th</sup> Tuesday
May 12, 2015	Regular Meeting– OMS Budget Hearing	2 <sup>nd</sup> Tuesday
May 19, 2015	Special Meeting – OMS Budget Vote	3 <sup>rd</sup> Tuesday
June 17, 2015	Retiree & Volunteer Reception Regular Meeting – OMS	3 <sup>rd</sup> Wednesday
July 7, 2015	Regular/Reorganization Mtg. – OMS	1st Tuesday
August 19, 2015	Regular Meeting – OMS	3 <sup>rd</sup> Wednesday

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**22. Establishment of Mileage Reimbursement Rate**

**Be it resolved,** that mileage reimbursement be adopted at the IRS established rate for the 2014-2015 school year, and that Diana Todaro, Superintendent of Schools, be authorized to approve such requests.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

**23. Authorization of Personnel to Open Bids**

**Be it resolved,** that with respect to any bids received pursuant to competitive bidding for the district, Dennis Graham, Purchasing Agent, or his designee be authorized to open any and all such bids at the time and place specified in the legal notice.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

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

**Be it resolved**, that Diana Todaro, Superintendent of Schools, be authorized to approve budgeted expenses for attendance of school personnel at meetings and conferences for the 2014-2015 school year.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

25. **Designation of Board of Education Memberships in Associations**

**Be it resolved**, that the Board of Education shall obtain membership in the following associations for the school year 2014-2015 and that members are authorized to attend meetings and functions of said associations with necessary expenses defrayed by the district:

<b>Name of Association</b>	<b>Estimated Membership Dues</b>
New York State School Boards Association	\$10,680
Nassau-Suffolk School Boards Association	\$3,325
SCOPE	\$3,264
Huntington Chamber of Commerce	\$675

**Be it further resolved**, that Board of Education members, Superintendent of Schools, and District Clerk be authorized to attend other conferences, meetings, and functions as deemed appropriate with necessary expenses defrayed by the district.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

26. **Designation of Newspapers for Publication of School Notices**

**Be it resolved**, that **The Long Islander**, **Newsday**, and **Times of Huntington** be 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 2014-2015. 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.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

27. **Appointment of General and Labor Counsel**

**Whereas**, on July 10, 2013, the Board of Education adopted and entered into a Legal Services Agreement with Guercio & Guercio, LLP for a three year period from July 1, 2013 through June 30, 2016 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 (RFP) received on February 8, 2013; and

**Now, therefore, be it resolved**, upon the recommendation of the Superintendent of Schools, the Board of Education hereby authorizes the reappointment of Guercio & Guercio, LLP to serve as General and Labor Counsel for the 2014-2015 school year at an annual retainer of \$37,500 for General Counsel matters and \$37,500 for Labor Counsel matters authorized by the Board of Education in accordance with the Legal Services Agreement attached to the agenda of July 8, 2014.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

28. **Appointment of Treasurer, Extracurricular Funds**

**Be it resolved**, that Linda Romandetti be appointed Treasurer of the Oldfield Middle School Extracurricular Fund and Georgia Psilakis be appointed Treasurer of the Harborfields High School Extracurricular Fund for the 2014-2015 school year, and

**Be it further resolved**, that the extracurricular accounts be operated in accordance with the Regulations of the Commissioner of Education, Section 172.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

29. **Student Accident and Sports Insurance**

**Be it resolved**, that Student Accident Insurance be purchased for the 2014-2015 school year.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_



30. **Authorization of Superintendent of Schools or Designee to Approve and Certify Payrolls**

**Be it resolved**, that Diana Todaro, Superintendent of Schools or her designee be authorized to approve and certify payrolls for the 2014-2015 school year in accordance with the 2014-2015 school budget.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

31. **Authorization of Superintendent of Schools to make transfers within Budgetary Appropriations**

**Be it resolved**, that Diana Todaro, Superintendent of Schools, be authorized to make transfers within budgetary appropriations for the 2014-2015 school year with such transfers to be limited to \$10,000 per transfer.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

32. **Designation of Attendance Officers**

**Be it resolved**, that 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 be appointed as Attendance Officers for the 2014-2015 school year.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

33. **Approval of Custodians of Petty Cash**

**Be it resolved**, that the persons listed below be 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
- Drew Cacciola, District Maintenance Leader
- 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**.

**Be it further resolved**, 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.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

34. **Authorization and Designation on Single Signature Checks**

**Be it resolved**, that the District Treasurer, Deputy Treasurer, or the President of the Board of Education be authorized to sign all checks of the Harborfields Central School District.

**Designated Signatures:**

Paula Francis, District Treasurer

Sharon Whelan, Deputy Treasurer

\_\_\_\_\_, President, Board of Education

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

35. **Approval of Appointment of Surrogate Parents**

**Be it resolved**, that Julie Maier and Louise Mordarski be appointed as surrogate parents for the 2014-2015 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.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

36. **Approval of Appointments to the District Committee on Special Education**

**Be it resolved**, that the following members of the professional staff and parents of children with disabilities who reside in the district be appointed to the District Committee on Special Education effective July 1, 2014 through June 30, 2015.

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
Anna Zaharia	Alternate Chairperson/Social Worker
Dr. Mary Aristilde	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
Nancy Scanlon	Parent
Ilene Shapero	Parent
Rachel Spencer	Parent
Jason Teague	Alternate Chairperson/Psychologist
Special Education Teacher	Each Student
Classroom Teacher/Counselor	Each Student

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

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

**Be it resolved,** that the following staff members 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
Jason Teague	Thomas J. Lahey Elementary School
Dr. Mary Aristilde	Oldfield Middle School
Dr. Lauren Gallagher	Washington Drive Primary School/ Thomas J. Lahey Elementary School
Dr. Brian Harris	Harborfields High School

Thomas Gonzalez	Out-of-District Placement
Sherry Hafers	Out-of-District Placement
Susan Koenig	Out-of District Placement
Anna Zaharia	Out-of-District Placement

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

38. **Approval of Appointments to the District Committee on  
Preschool Special Education**

**Be it resolved**, that the following members of the professional staff and parents of preschool children who reside in the district be appointed to the District Committee on Preschool Special Education effective: July 1, 2014 through June 30, 2015.

Victoria A. Melone	Chairperson
Elizabeth Tucci	Chairperson
Dr. Dan Pinto	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
Jason Teague	Alternate Chairperson/Psychologist
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
Isabel Sheil	Retired Special Education Teacher

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

39. **Approval of Revised Special Education Plan and Annual Report**

**Be it resolved**, the revised Special Education Plan and Annual Report to the Board of Education be approved for the 2014-2015 school year.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

40. **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**

**Be it resolved**, the Board of Education hereby adopts 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.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

41. **Authorization for Grant Applications**

**Be it resolved**, 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,

**Be it resolved**, that this resolution authorizes 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 2014-2015 school year, and

**Be it further resolved**, that the Superintendent of Schools report such application for funding to the Board of Education at the next regular meeting following.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

42. **Authorization for Key Communicators**

**Be it resolved**, that a list of Key Communicators be established for the Harborfields Central School District and that written communication be maintained with these individuals during the course of the 2014-2015 year.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

43. **Readoption of all Policies and Code of Ethics**

**Be it resolved**, that all Policies and Code of Ethics in effect during the 2014-2015 school year be readopted for use for the 2014-2015 school year.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

44. **Appointment of School Physician**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, pursuant to the responses received on May 16, 2014 to the Request for Proposals for School Physician Services, the Board of Education hereby appoints 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 2014-2015 school year, to be compensated at an annual rate of \$31,500, as set forth in the proposal attached to the agenda of July 8, 2014; and

**Be it further resolved**, that the Board of Education hereby authorizes the Board President to execute the written agreement, as attached to the agenda of July 8, 2014, between the district and Jack Geffken, D.O., F.A.C.P.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Action:**\_\_\_\_\_

45. **Authorization for District-owned Cellular Telephones**

**Be it resolved**, that the following positions are 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)

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

46. **List of Co-curricular Activities and Clubs K-12**

**Be it resolved**, that the co-curricular activities and clubs as attached to the agenda of July 8, 2014 be approved and available for students in grades K-12.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

47. **Adoption of District Safety Plan and Appointment of District Safety Committee**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the District Safety Plan, as reviewed by the District Safety Committee on June 9, 2014, be approved for the 2014-2015 school year.

**Be it further resolved**, that the members of the District Safety Committee, as listed in the attachments to the agenda of July 8, 2014 be appointed for the 2014-2015 school year.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_



48. **Appointment of Internal Auditor**

**Be it resolved**, upon the recommendation of the Superintendent of Schools and the Audit Committee, the Board of Education hereby appoints R.S. Abrams & Co., LLP, as its Internal Auditor for the 2014-2015 school year at an annual fee of \$25,610, as set forth in the agreement attached to the agenda of July 8, 2014, and

**Be it further resolved**, that the Board of Education hereby authorizes the Board President to execute the written agreement, as attached to the agenda of July 8, 2014, between the district and R.S. Abrams & Co., LLP.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

49. **Appointment of Dignity For All Students Act Coordinators**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Board of Education hereby certifies the administrators listed in the attachment to the agenda of July 8, 2014 as Dignity For All Students Act Coordinators for the 2014-2015 school year.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

50. **Appointment of District Advisory Committee Members**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Board of Education hereby certifies the individuals listed in the attachment to the agenda of July 8, 2014 as District Advisory Committee Members for the 2014-2015 school year.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_

51. **Organizational Chart**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the organizational chart for the 2014-2015 school year be adopted in accordance with Board of Education policy file #3240-E.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Action:** \_\_\_\_\_



**HARBORFIELDS CENTRAL SCHOOL DISTRICT**  
**Greenlawn, New York**

**BOARD OF EDUCATION**  
**REGULAR MEETING AGENDA**  
**JULY 08, 2014**

**1. MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE**

**EXECUTIVE SESSION: 6:00 PM**

**PUBLIC PARTICIPATION**

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

**2. SUPERINTENDENT'S REPORTS**

**2.1 Superintendent's Report**

Diana Todaro, Superintendent of Schools

**3. BOARD OF EDUCATION MINUTES**

**3.1 Board of Education Minutes**

- Regular Meeting, June 18, 2014
- Special Meeting, June 24, 2014

**4. FINANCE**

**4.1 Schedule of Bills**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the schedule of bills attached to the agenda of July 8, 2014 be accepted.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**4.2 Treasurer's Report**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Treasurer's Report for May 2014 be approved.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**4.3 Financial Status Report**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Financial Status Report for May 2014 be accepted.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**4.4 Acceptance of Gifts**

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

- Gift from Ahold Financial Services/Stop & Shop's A+ School Rewards Program, in the amount of \$916.32, to be applied to the WDPS Outreach Fund through the Expendable Trust Account.
- Gift from Washington Drive PTA, in the amount of \$589.60, to be applied to the WDPS Outreach Fund through the Expendable Trust Account.
- One (1) baseball batting cage, L-screen, and pitching machine, donated by district residents, Mr. and Mrs. Kevin Smith, to be used for the district's baseball program under the direction of the Director of Health, Physical Education and Athletics, pursuant to the memorandum attached to the agenda of July 8, 2014.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**4.5 Acceptance of Scholarship Fund Donations**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following donations to the respective Scholarship Funds be accepted:

- Gift in the amount of \$250.00 from Nicholas P. Giuliano, Esq., for credit to the James T. Brennan Memorial Scholarship Fund within the Expendable Trust Account.

- Gift in the amount of \$500.00 from the Suffolk Association of School Business Officials for credit to the SASBO Scholarship Fund within the Expendable Trust Account.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

#### **4.6 School Service/Specialized Education Agreement**

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

- The Devereux Foundation will provide education services for children with disabilities in accordance with the Individualized Education Programs (IEPs) for the period of July 1, 2014 through June 30, 2015 and compensated in accordance with the provisions set forth in said agreement.
- Maryhaven School will provide instructional services for children with disabilities in accordance with the Individualized Education Programs (IEPs) for the period of July 1, 2014 through June 30, 2015 and compensated in accordance with the tuition rate established by the Commissioner of Education and the maintenance rate established by the Commissioner of Social Services.
- Mill Neck Manor School for the Deaf will provide educational services, including instruction, related services, and a facility for children with disabilities in accordance with the Individualized Education Programs (IEPs) for the period of July 1, 2014 through June 30, 2015 and compensated in accordance with the schedule set forth in said agreement.
- Phyllis Schwartz will provide professional staff and vision services for children with disabilities in accordance with the Individualized Education Programs (IEPs) for the period of July 1, 2014 through June 30, 2015 and compensated in accordance with rates set for

in said agreement.

- Tricia Tortora-Noblit, TSBVI, COMS will provide professional staff and orientation and mobility services for children with disabilities in accordance with the Individualized Education Programs (IEPs) for the period of July 1, 2014 through June 30, 2015 and compensated in accordance with rates set for in said agreement.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**4.7 Private School Placement/Special Education Services Contracts**

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

- One (1) student residing within the Harborfields Central School District attending a private school within the Syosset Central School District effective July 1, 2014 through June 30, 2015

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**4.8 Surplus Books**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following books, as listed in the attachments to the agenda of July 8, 2014, be declared surplus and disposed of accordingly:

- Library books from Harborfields High School
- Library books from Washington Drive Primary School
- Social Studies textbooks from Oldfield Middle School

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

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

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following gifts/grants be accepted:

- Grant in the amount of \$21,000.00 from the TJL PTA to be administered under the guidance and direction of the Principal at Thomas J. Lahey Elementary School for the purpose of purchasing technology equipment for use by students at TJL.

**Be it further resolved**, upon the recommendation of the Superintendent of Schools, pursuant to the anticipated receipt of the grant funds to reimburse our expenses, appropriations for 2014-2015 be increased as follows:

A 2630.2000.42.4010                      \$21,000.00

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5. HUMAN RESOURCES****5.1 Resignations**

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

- Antenucci, Marco, P/T Art Teacher, OMS/HHS, effective the close of business June 30, 2014
- Hopkins, Douglas, Summer Custodial Worker, effective the close of business June 23, 2014
- Kehoe, Bernice, Principal Stenographer, District, effective close of business December 31, 2014

- Mordarski, David, Summer Custodial Worker, effective the close of business June 23, 2014

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.2 Professional Appointments**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following professional appointments in accordance with the schedules attached to the agenda of July 8, 2014 be approved.

<b>Regular Substitute</b> for the maximum period through June 30, 2015 to serve at the pleasure of the Board		
<b>Name</b>	<b>School</b>	<b>Assignment</b>
Jason Teague	TJL	School Psychologist
<b>Part-time</b> for the maximum period through June 30, 2015 to serve at the pleasure of the Board		
<b>Name</b>	<b>School</b>	<b>Assignment</b>
Jennifer Harmon	HHS	Mathematics Teacher (0.7)
Richard Mottl	HHS	Business Teacher (0.6)
<b>Part-time Hourly</b> for the maximum period through June 30, 2015 to serve at the pleasure of the Board		
<b>Name</b>	<b>School</b>	<b>Assignment</b>
Dr. Joseph Dono	District	School Psychologist
Dr. Barry Greene	District	School Psychologist
<b>Per-Diem</b> for the maximum period through June 30, 2015 to serve at the pleasure of the Board		
<b>Name</b>	<b>School</b>	<b>Assignment</b>
Robert Thornton	HHS	Interim Assistant Principal

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.3 Permanent Appointment**

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

Name	Position	Building	Effective
James Brauer	Maintenance Mechanic II	Buildings & Grounds	8/3/14

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.4 Rescind Appointment**

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

Name	Position	Location	Reason
Patricia Gibbons	Teaching Assistant	WDPS	Employee resigned summer position

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.5 Summer Workers**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following summer personnel be appointed:

SUMMER CUSTODIAL WORKER JULY 7, 2014 - AUGUST 8, 2014				
Name	Assignment	School	Hours Per Day	Hourly Rate*
Monique Tillman	Summer Custodial Worker	HHS	8	\$9.79

\*Per the 2013/14 Salary Schedule

SUMMER ACADEMY TEACHING ASSISTANT TWELVE 2.5 HOUR SESSIONS (TOTAL 30 HOURS) JULY 1, 2014 - JULY 24, 2014			
Name	Position	Location	Hourly Rate*
Alison Schmitz	P/T Teaching Assistant	WDPS	\$18.37*

\*Per the 2010-11 salary schedule

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_



**5.6 Recall from Preferred Eligible List**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following employee be recalled to service.

**Whereas**, a full-time vacancy is deemed to exist in the tenure area listed below and the teacher listed below has been identified as the most senior person on the District's Preferred Eligible List in such tenure area it is hereby resolved that the following staff member be recalled to service in accordance with Section 2510.3 of the Education Law.

Name	Assignment	School
Melissa Reisen	Elementary Teacher	OMS

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.7 Substitute Lists for School Year 2014-2015**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the substitute lists as attached to the agenda of July 8, 2014 be approved for the 2014-2015 school year.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.8 Extracompensation Appointment Schedule 2014-2015**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the agenda of July 8, 2014 be approved.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.9 Tenure Recommendation**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following personnel be granted tenure according to the provisions of Section 3012 of the New York State Education Law.

Name	Tenure Area	Building	Effective Date
Lisa Carpenter	Reading K-12	OMS	9/1/14

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.10 Fingerprinting Services**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Superintendent of Schools to execute a contract with South Huntington Union Free School District for provision of electronic fingerprinting services. The contract shall be incorporated by reference within the minutes of the regular meeting of July 8, 2014.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.11 Home Instruction List**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the certified teachers named in the attachment to the agenda of July 8, 2014, be appointed as home instructors for the 2014/2015 school year.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.12 Translator List**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the translators list as attached to the agenda of July 8, 2014 be approved for the 2014/2015 school year.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.13 Establishment of Standard Work Day for Appointed & Elected Officials**

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

activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Social Security Number (Last 4 Digits)	Registration Number	Standard Work Day (Hrs/Day)	Term Begin/Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
<b>Appointed Official</b>							
District Treasurer	Paula Francis	XXXX	XXXXXXXXXX	7	7/1/14 - 6/30/15	Y	N/A
District Clerk	Sharon Whelan	XXXX	XXXXXXXXXX	7	7/1/14 - 6/30/15	Y	N/A

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.14 Adoption of Revised Board of Education Policy**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following revised policies as attached to the agenda of July 8, 2014 be adopted.

- File 9510.7 Hourly Support Staff
- File 9510.7-E.1 Hourly Support Staff Pay Rates

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.15 Non-Unit Central Office Administrators Contracts**

**Be it resolved**, upon the recommendation of the Superintendent of Schools the employment agreements for the following central office administrators be accepted for the 2014-2015 school year.

- Dr. Francesco Ianni, Assistant Superintendent for Administration & Human Resources
- William H. Nimmo, Assistant Superintendent for Business

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.16 Teacher Registry Contract**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Harborfields Central School District enter into an agreement with Teacher Registry Consulting for the services of the substitute registry to secure substitute teachers for the period of July 1, 2014 through June 30, 2015, and that the Superintendent of Schools be authorized and directed to execute the contract on behalf of the district.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**5.17 Return from Leave of Absence**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Board of Education hereby terminates the catastrophic leave of employee identified in Confidential Schedule "A" and returns the employee to full work assignment effective July 9, 2014.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**6. INSTRUCTION****6.1 Review of IEP Recommendations and Authorization for Placement and Services**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, after review by the Board of Education of the IEP recommendations that authorization be granted to provide for the placement and services contained in the following recommendations of the CSE, SCSE, and CPSE.

- **Committee on Special Education** meetings dated May 28, 2014, June 3, 2014, June 4, 2014, June 6, 2014, June 9, 2014, June 11, 2014, June 12, 2014, June 13, 2014, June 16, 2014, June 23, 2014, June 24, 2014 and June 25, 2014
- **Subcommittee on Special Education** meetings dated May 15, 2014, May 16, 2014, May 30, 2014, June 3, 2014, June 6, 2014, June 9, 2014, June 12, 2014, June 13, 2014, June 16, 2014, June 18, 2014, June 23, 2014 and June 24, 2014

- **Committee on Preschool Special Education** meetings dated June 10, 2014, June 12, 2014, and June 19, 2014

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**6.2 Overnight Field Trip**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following overnight field trip to Hofstra University to participate in a cheer camp for approximately 19 high school students from the girls' varsity cheerleading team from July 28-30, 2014 be approved.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

**6.3 Princeton Review Test Prep Agreement**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the agreement between Harborfields Central School District and TPR Education, LLC d/b/a The Princeton Review to provide services to students and/or teachers for the period of July 1, 2014 through June 30, 2015, and that the Superintendent of Schools be authorized to execute the contract on behalf of the district.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

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

**Be it resolved**, upon the recommendation of the Superintendent of Schools, in the event that Dr. Rory Manning, Principal of Harborfields High School is not physically present in the school building on one or more days (or portions thereof) during the 2014-2015 school year, that Jamie Scherr, Assistant Principal be appointed "Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

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

**Be it resolved**, upon the recommendation of the Superintendent of Schools, in the event that Joanne Giordano, Principal of Oldfield Middle School is not physically present in the school building on one or more days (or portions thereof) during the 2014-2015 school year, that Wayne Cronk, Assistant Principal be appointed "Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

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

**Be it resolved**, upon the recommendation of the Superintendent of Schools, in the event that Florence Tuzzi, Principal of Thomas J. Lahey Elementary School is not physically present in the school building on one or more days (or portions thereof) during the 2014-2015 school year, that Marguerite Greene, Assistant Principal be appointed "Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

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

**Be it resolved**, upon the recommendation of the Superintendent of Schools, in the event that Maureen Kelly, Principal of Washington Drive Primary School is not physically present in the school building on one or more days (or portions thereof) during the 2014-2015 school year, that Mary Williams, Assistant Principal be appointed

"Acting Principal" for purposes of all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Action: \_\_\_\_\_

## ***7. ITEMS FOR DISCUSSION***

### **7.1 2014-15 Board of Education Goals**

#### ***PUBLIC PARTICIPATION***

#### ***ADJOURNMENT***