



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

**BOARD OF EDUCATION  
REGULAR MEETING PUBLIC AGENDA  
DECEMBER 16, 2015**

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

**EXECUTIVE SESSION: 6:15 PM**

**BOARD RECOGNITION: SCHOOL RELATED PROFESSIONALS**

**2. SUPERINTENDENT'S REPORTS**

**2.1 Student Representative's Report**

Trevor Jones, HHS

**2.2 Superintendent's Report**

Diana Todaro, Superintendent of Schools

**2.3 Wellness Policy Presentation**

John Valente, Director of Health, Physical Education and Athletics

**2.4 K-12 Library Program Presentation**

Jordan Cox, Executive Director for Instructional Services

***PUBLIC PARTICIPATION***

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

**3. BOARD OF EDUCATION MINUTES**

**3.1 Board of Education Minutes**

- Regular Meeting, November 18, 2015

**4. FINANCE****4.1 Treasurer's Report**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Treasurer's Report for October 2015 be accepted.

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

**4.2 Schedule of Bills**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the schedule of bills attached to the agenda of December 16, 2015 be accepted.

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

**4.3 Financial Status Report**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Financial Status Report for October 2015 be accepted.

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

**4.4 Claims Auditor's Report**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Claims Auditor's Report for November 2015 be accepted.

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

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

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

- Grant-in-aid from NYSED in the amount of \$15,000 to be administered 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 December 16, 2015; and

**Be it further resolved**, upon the recommendation of the Superintendent of Schools, pursuant to the anticipated receipt of the grant-in-aid funds to reimburse our expenses, appropriations for 2015-2016 be increased as follows:

A 2855.5010.36.4001                      \$15,000

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: \_\_\_\_\_

**4.6 Scholarship Fund Donation**

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

- Gifts totaling \$552.00 from various donors for credit to the Evan (Edo) Gillies Memorial Scholarship Fund within the Expendable Trust Account.
- Gift in the amount of \$100.00 from William H. Nimmo for credit to the James T. Brennan Memorial Scholarship Fund within the Expendable Trust Account.

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

**4.7 Surplus Equipment**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following equipment, as listed in the attachments to the agenda of December 16, 2015, be declared surplus and disposed of in accordance with Board of Education policy.

- District-wide Computer and Technology Equipment (188 Items)

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

**4.8 Appointment of External Auditor**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints Cullen & Danowski, LLP, Certified Public Accountants, as External Auditor for the fiscal year ending June 30, 2016, at an annual fee of \$42,300, in accordance with the terms of the Request for Proposals of March 15, 2013.

**Be it further resolved**, that the Board of Education hereby authorizes the Board President to execute the written engagement letter, as attached to the agenda of December 16, 2015, between Harborfields CSD and Cullen & Danowski, LLP.

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

**4.9 Corrective Action Plan for Internal Audit Report**

**Whereas**, the Board of Education received an Internal Audit Report on Governance and Planning from the district's Internal Auditor, R.S. Abrams & Co., LLP for the fiscal year ending June 30, 2014 and pursuant to Commissioner's Regulation 8 CRR-NY §170.12, the district has developed a response to the Internal Audit Report, presented and accepted by the Board of Education on August 26, 2015, in the form of a Corrective Action Plan.

**Now, therefore, be it resolved**, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Corrective Action Plan to the Internal Audit Report on Governance and Planning for the fiscal year ending June 30, 2014.

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

**5. HUMAN RESOURCES****5.1 Resignation**

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

- Lasinski, Paul, Health Teacher, HHS, for the purpose of retirement, effective the close of business June 30, 2016

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

**5.2 Leave of Absence**

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

Name	Assignment	School	Dates Paid	Dates Unpaid
Christine Collins	Physical Education Teacher	TJL	3/24/16 - 5/17/16	5/18/16 - 6/3/16

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

**5.3 Professional Appointments**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following professional appointments in accordance with the schedule attached to the agenda of December 16, 2015, be approved. In order to be eligible for tenure, an individual receiving a probationary appointment as a classroom teacher or building principal must receive annual composite or overall APPR ratings of H or E in at least three of the four preceding years, and if the individual receives a rating of I in the final year of the probationary period, he or she will not be eligible for tenure at that time.

Regular Substitute		
Name	School	Assignment
Patricia Bologna	HHS	LOTE Teacher
Erin Skaalerud	WDPS	Special Education Teacher

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

**5.4 Extracompensation Appointment Schedule**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the agenda of December 16, 2015 be approved.

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

**5.5 Decrease in Hours**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following employee be granted a decrease in hours:

- Kalliope Viegas, Part-Time Teaching Assistant , WDPS, from 6.5 hours per day to 6.0 hours per day effective December 7, 2015.

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

**5.6 Increase in Hours**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following employees be granted an increase in hours:

Name	Assignment	School	Change in Hours	Effective Date
Louise Occhipinti	P/T Teaching Assistant	TJL	From: 5.75 To: 6.0	11/24/15
Michael Schramm	P/T Teaching Assistant	HHS	From: 6.0 to: 6.5	12/7/15

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

**5.7 Professional Appointments - Teaching Assistants**

**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 December 16, 2015 be approved.

Part Time		
Name	School	Assignment
Concetta Chirico	OMS	Part-Time Teaching Assistant
Maria Haring	WDPS	Part-Time Teaching Assistant
Ricardo Nardelli	OMS	Part-Time Teaching Assistant

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

**5.8 Permanent Appointments**

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

Name	Position	Building	Effective
Lynda Abner	Principal Clerk	District	12/31/15
James Cordts	Custodial Worker I	TJL	12/31/15
Lorri O'Malley	Senior Clerk Typist	District	12/31/15

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

**5.9 Substitute List Addendum**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the substitute list addendum as attached to the agenda of December 16, 2015 be approved for the maximum period through June 30, 2016 to serve at the pleasure of the Board.

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

**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,

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

➤ McGovern, David, Custodial Worker I, Harborfields High School

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

**5.11 Memorandum of Agreement - Harborfields Paraprofessional Association**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the Board of Education hereby ratifies a Memorandum of Agreement between Harborfields Central School District and the Harborfields Paraprofessional Association for a six (6) year Collective Bargaining Agreement for the period of July 1, 2010 through June 30, 2016, and authorizes District counsel to integrate the terms of the Memorandum of Agreement into a successor agreement for signature by the President of the Board of Education.

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

**5.12 Resignation - Central Office Administrator**

**Be it resolved**, the Board of Education hereby accepts the resignation of Diana Todaro, Superintendent of Schools, for the purpose of retirement effective close of business December 31, 2016.

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



**5.13 Professional Appointment- Central Office Administrator**

**Be it resolved**, the Board of Education hereby appoints Dr. Francesco Ianni as Superintendent of Schools effective January 1, 2017 in accordance with the attached employment contract.

The Board of Education hereby authorizes the execution of the attached employment contract on behalf of the district.

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 November 9, 2015, November 12, 2015, November 18, 2015, December 2, 2015 and December 3, 2015
- **Subcommittee on Special Education** meetings dated October 30, 2015, November 12, 2015, November 17, 2015 and November 18, 2015
- **Committee on Preschool Special Education** meetings dated November 19, 2015 and December 3, 2015

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

**6.2 Adoption of Revised Board of Education Policies**

**Be it resolved**, upon the recommendation of the Superintendent of Schools, the following revised policies, as attached to the agenda of December 16, 2015 be adopted.

- File 1000: Community Relations Goals
- File 1800: Gifts from the Public
- File 4326: Programs for English Language Learners
- File 4326.E-1: Programs for English Language Learners Exhibit Placement in a Language Instruction Educational Program - Parental Notification
- File 4326.E-2: Programs for English Language Learners Exhibit Placement in a Language Instruction Educational Program - Parent Response Form
- File 4526: Computer Use in Instruction
- File 4526-R: Computer Use in Instruction Regulation
- File 5100: Student Attendance
- File 8505: Charging School Meals
- File 8520: Free and Reduced Price Food Services

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

## **7. ITEMS FOR DISCUSSION**

There will be no items for discussion on this agenda.

## **BOARD OF EDUCATION ACTIVITIES**

- Western Suffolk BOCES Annual Board Dinner, Wilson Tech Center, December 3, 2015

Hansen Lee, Board Member

William H. Nimmo, Asst. Supt. for Business

## **PUBLIC PARTICIPATION**

## **ADJOURNMENT**