

ELWOOD PUBLIC SCHOOLS
Elwood, New York

**BOARD OF EDUCATION
REORGANIZATION MEETING and REGULAR BUSINESS MEETING**

July 6, 2009 – Elwood Middle School Auditorium – 7:30 p.m.

AGENDA

A. CALL TO ORDER

I. Pledge of Allegiance

II. Administration of Oath of Faithful Performance of Office to Superintendent of Schools

Peter C. Scordo to be administered Oath [Public Officers Law, Sections 10 and 30 and New York State Constitution, Article XIII-1]. District Clerk to administer Oath.

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Superintendent of Schools according to the best of my ability.”

III. Administration of Oath of Faithful Performance of Office to Newly Elected Board Trustees

Newly elected Trustees Joseph Fusaro and Dan Ciccone to be administered Oath [Public Officers Law, Sections 10 and 30 and New York State Constitution, Article XIII-1].

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of Trustee according to the best of my ability.”

IV. Election of Board President and Vice President

1. Election of President [Ed. Law 1701, 2504, 2563]. Oath to be administered.

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of President of the Board of Education according to the best of my ability.”

From this point, the President will preside.

2. Election of Vice President [Ed. Law 1701, 2504]. Oath to be administered.

V. Appointment of Officers

Recommend the Board make the following appointments:

- 1. District Clerk [Ed. Law 2114, 2130, 2503;
Commissioner's Regulations 170.2]Peggy Pietzak
- 2. District Treasurer [Ed. Law 2114, 2130, 2503;
Commissioner's Regulations 170.2]Nancy Raguzin

Oath of Faithful Performance of Office to be administered to above [New York State Constitution, Article XIII-1; Public Officers Law 10, 30].

VI. Other Appointments

Recommend the Board make the following appointments and set respective salaries, fees or retainers for 2009/2010:

- 1. School Physician [Ed. Law 902, 1709-21;
Commissioner's Regulations 136]Scott Gross, M.D.
- 2. Alternate District ClerkWilliam Pastore
- 3. Central Treasurer - Extraclassroom Activity Fund [Ed. Law 2503;
Commissioner's Regulations 172.4] High School Laura Irace
Middle School.....Alfred Adamo
- 4. General CounselIngerman Smith, LLP
- 5. Special Education CounselFrazer & Feldman
- 6. Records Access Officer [Public Officers Law 878(b)(ii)]Robert Annucci
- 7. Records Management Officer
[Commissioner's Regulations 185.2(a)(1)] William Pastore
- 8. Asbestos (LEA) Designee [AHERA, Public Law 99-519] *and*
Integrated Pest Management Coordinator [Commissioner's
Regulations 155.4 (d)(2)]Richard Rouse
- 9. Purchasing Agent [Commissioner's Regulations 170.2] William Pastore
- 10. Deputy Purchasing Agent
[Commissioner's Regulations 170.2].Robert Annucci
- 11. Compliance Officer [§504 & Title IX]Robert Annucci
- 12. Designated Educational OfficerRobert Annucci
[Commissioner's Regulations 155.17]
- 13. Deputy TreasurerRobert Annucci

VII. Designations

1. Recommend the Board designate the following banks as depositories for funds, each bank having a \$15 million limit which may be kept on deposit at any time, and that the banks be authorized to recognize the signatures of the officers as listed in the payment of funds or the transaction of business of said school district accounts for the fiscal year July 1, 2009 to June 30, 2010:

General Accounts -- requiring one authorized signature (*the Treasurer*):

- TD Bank
- Bank of America
- J.P. Morgan Chase Bank
- MBIA Class
- State Bank of Long Island
- HSBC
- Capital One

Extraclassroom Activity Funds at the Middle School and High School -- requiring two authorized signatures (*Principal and Central Treasurer*):

- J.P. Morgan Chase

EXCEPTION TO THE ABOVE: If any payment exceeds \$5,000, the check must be signed by the District Treasurer and **either** the Deputy Treasurer **or** the Superintendent. Such checks will therefore have two (2) signatures. Also, checks for administrators and other staff exceeding \$500 must be signed by the District Treasurer and either the Deputy Treasurer or the Superintendent. Checks drawn on activity funds shall require any two of the following signatures: Superintendent, appropriate faculty advisor, appropriate central activity fund treasurer or school district treasurer.

2. Recommend the Board authorize the continued participation in the Long Island Municipal Banking Consortium.
3. Recommend the Board designate NEWSDAY, THE RECORD, and THE OBSERVER as the official district newspapers [Ed. Law 2004; General Municipal Law 103].

VIII. Authorizations

1. Recommend the Board authorize the Superintendent of Schools to certify payrolls [Commissioner's Regulations 170.2; Ed. Law 1720, 2523].
2. Recommend the Board authorize a surety bond for the following employees in excess of the dishonesty coverage (faithful performance) of \$100,000:

Treasurer	\$1,000,000
Assistant Superintendent/Business	\$1,000,000
District Clerk	\$250,000
3. Recommend the Board authorize the establishment of Petty Cash funds and designate respective custodians for each fund for the 2009/10 school year, as follows:

Central Administration	\$100.00 Nancy Raguzin
Senior High School	\$100.00 Irene Dougherty
Elwood Middle School	\$100.00 Karen Cleveland
Harley Avenue Primary	\$100.00 Deborah Karle
James Boyd Intermediate . . .	\$100.00 Maria Colarossi
Buildings and Grounds	\$100.00 Kathleen Fanara
4. Recommend the Board authorize the Superintendent of Schools to approve budget transfers not to exceed \$5,000 [Commissioner's Regulations 170.2(1)]; budget transfers in excess of \$5,000 require the approval of the Board of Education and two signatures: the Superintendent of Schools and the School Board President.

5. Recommend the Board authorize the Superintendent of Schools to take action on administrative and teacher requests to attend conferences, conventions and workshops within the limits of the 2009/10 budget appropriations and in accordance with Board Policy [General Municipal Law 77-b].

IX. Other

1. Recommend the Board re-adopt all Policies and Codes of Ethics in effect during the previous school year.
2. Recommend the Board establish the mileage reimbursement rate at 55 cents per mile for the 2009/10 school year [Ed. Law 2118].
3. Recommend the Board delegate to the Superintendent and each building principal the power to suspend a student for a period not to exceed five (5) consecutive school days at any one time [Ed. Law 3214].
4. Recommend the Board adopt the following Resolution:
BE IT RESOLVED, that each of the religious holidays designated by the Commissioner of Education during the school year 2009/10 on which school must be held be eliminated from the 2009/10 State aid attendance worksheet, if it is in the best interest of the district.
5. Recommend the Board establish a Citizens Finance/Budget Advisory Committee for the 2009/10 school budget.
6. Recommend the Board establish an Audit Advisory Committee for the 2009/10 school year and re-adopt the charter.

B. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

1. Special Meeting – May 22, 2009
2. Special Meeting – June 4, 2009
3. Special Meeting – June 10, 2009
4. Regular Business Meeting – June 11, 2009

C. REPORT FROM THE SUPERINTENDENT OF SCHOOLS – Peter C. Scordo

D. COMMENDATIONS - This section of the agenda gives the Board of Education an opportunity to publicly recognize and commend individuals for outstanding accomplishments or contributions made to the Elwood School District. (*Deferred until schools reopen.*)

E. RESIDENTS' REMARKS – The Board encourages all residents to attend its meetings, and this section of the agenda affords them the opportunity to speak. Persons wishing to speak should identify themselves and any organization they represent at the meeting. Comments should be kept as brief as possible and relate to school matters. Public discussion of matters relating to staff, students, or others at which their reputations, privacy or right to due process could be in some way violated is prohibited. (**30 minutes**)

F. UNFINISHED BUSINESS -- (No Recommended Items)

G. FINANCIAL MATTERS

1. Recommend the Board acknowledge receipt for audit of the Treasurer's Report for the month ended May 31, 2009.
2. Recommend the Board acknowledge receipt for audit of the Revenue Report for the month ended May 31, 2009.
3. Recommend the Board acknowledge receipt for audit of the Budget Status report for the period ending May 31, 2009.
4. Recommend the Board acknowledge receipt for audit of the Cash Flow for General Funds Report for the month ended May 31, 2009.
5. Recommend the Board acknowledge receipt for audit of the Trial Balances for all funds for the month ended May 31, 2009.
6. Recommend the Board approve the Budget Transfers.

H. NEW BUSINESS

1. ACTION ITEMS

- a. Recommend the Board approve Personnel Items:

<u>Resignations:</u>	Jill Hermann	Teaching Assistant
	Mindelsohn Joseph	Custodial Worker I
<u>Retirements:</u>	Donna McPartlan	School Nurse
	Willie Hill	Custodial Worker II
<u>Appointments:</u>	Edward Albinski	Music Teacher
	Nicole Coehlo	American Sign Language Teacher
	Kristen Egan	School Media Specialist (Library)
	Jill Hermann	Mathematics Teacher
	Michael Prykuta	Mathematics Teacher
	Pamela Rodriguez	Mathematics Teacher
	Stephanie Smith	Elementary Teacher
	Renée Spanos	Elementary Teacher

Other:

- *Emergency appointments and reappointments*
- *Approve Patricia Farrell as Virtual High School Coordinator for the 2009/2010 school year*
- *Approve Keri Colmone and Francesca Layne for the Social Studies, Grade 1, Curriculum Writing Project*
- *Approve a .2 FTE increase for Linda Halber Romano, Music Teacher, for the 2009-2010 school year, bringing her to 1.2 FTE*
- *Approve employees for the Special Education Summer Program effective July 6 through August 14: Helen Aliano, Susan Campo, Shannon Chetuck, Jessica Deller, Jaime Hermann, Kathleen Korwasky, Thomas Laraia, Lori Lynt, Margaret Mahoney, Cheryl Murphy, Michelle Prevete, Tara Viola, Susanne Woods, Kathleen Zorn, Lee Anderson, Eileen Byrne, Terry LoPipero*
- *Approve employees for the Summer Skills AIS Program 2009 (Regular Education Program) effective July 7 through July 31: Alfred Adamo, Martha DeMartini, Kathryn Dickinson, Jessica Gates, Vita Innace, Marsha McLeod, Scott Mikelbank, Susan Uebelacker, Chris Washousky*
- *Approve Chris Guercio as Lead Teacher for the summer program*
- *Approve Linda Wilson and Karen Wenda as nurses for the summer program*
- *Approve Alex Serenita as a summer paraprofessional (one-to-one aide) effective June 27, 2009 through August 7, 2009*
- *Approve Stephen Witthoft as a summer teaching assistant (one-to-one instructional support) effective July 14, 2009 through August 13, 2009*
- *Approve the transfer of Anthony Gallo, Custodial Worker III, to the High School from Harley Avenue Primary School*
- *Approve the appointment of college/summer custodial help: Emile Barnett, Peter Callaghan, Marc Chery, Steven Coppola, Jason Goldman, Joshua Guiteau, Patrice Jean, Lindsay Keegan, Stephen Pietzak*
- *Approve the schedule of Interscholastic Coaches for the 2009/2010 fall season*

- b. Recommend the Board approve the Committee on Special Education's recommendations for students' classifications/placements and/or discontinuance of services for meetings held on: April 1, 14, 20, 27, 29, May 1, 5, 6, 12 (2 meetings), 15, 19 (2 meetings), June 2 (2 meetings), 4 (2 meetings), 8, 9, and 23.
- c. Recommend the Board approve the Committee on Preschool Special Education's recommendations for students' classifications/placements and/or discontinuance of services for meetings held on February 25 (2 meetings), 26 (2 meetings), March 27 (2 meetings), 31 (2 meetings), April 2, 22 (2 meetings), 23, May 6 (2 meetings), and May 14 (2 meetings).
- d. Recommend the Board approve the members of the Committee on Special Education for the 2009/10 school year.
- e. Recommend the Board approve the members of the Committee on Preschool Special Education for the 2009/10 school year.
- f. Recommend the Board approve the list of Surrogate Parents for the 2009/2010

CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(2)].

- g. Recommend the Board approve the list of Impartial Hearing Officers for the 2009/2010 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(1)(ii)].
- h. Recommend the Board approve the reappointment agreement with Frazer & Feldman for special education legal services for the 2009/10 school year.
- i. Recommend the Board approve the reappointment agreement with Ingerman Smith for legal services for the 2009/10 school year.
- j. Recommend the Board appoint Arthur Riegel, Harry Kershen and Eugene Kaufman as Hearing Officers for Civil Service Law, Section 75 proceedings.
- k. Recommend the Board approve the list of Districtwide Safety Committee members for the 2009/10 school year.
- l. Recommend the Board approve the service agreement with CJI Consulting Inc. that may provide special education services for the 2009/2010 school year, subject to the negotiation by counsel of a mutually acceptable agreement.
- m. Recommend the Board approve the health services contract for students residing in Elwood and attending private/parochial schools for the 2008/2009 school year:
Northport-East Northport UFSD 43 students \$28,841.39
- n. Recommend the Board approve the contract for shared services with Western Suffolk BOCES for the 2009/10 school year.
- o. Recommend the Board approve the Income Eligibility Guidelines for Free and Reduced Price Meals or Free Milk for the 2009/2010 school year.
- p. Recommend the Board approve the agreement with the Suffolk County Department of Social Services for the National School Lunch Program.
- q. Recommend the Board accept the following donations (appropriate revenue and expenditure codes will be adjusted accordingly):
 - From Elwood Soccer Club, Inc. -- \$500.00 to be used toward a clothes washer and dryer for use in the athletic department (*tabled at June 11 meeting*)
 - From Astoria Federal Savings Bank -- \$100.00 that was awarded to Elwood-John Glenn High School as a result of Lindsey D'Agrosa winning the 5th Annual Teen Photo Contest
 - From Bob Kohout -- materials and service need to align the football goal posts
 - From Boyd PTA – three aluminum outdoor tables for use at James H. Boyd Intermediate School
- r. Recommend the Board approve overnight trips for the varsity volleyball team to attend tournaments in Burnt Hills, New York, in September 2009 and to Horseheads, NY in October 2009. For each trip, the district will be responsible for for the cost of a yellow school bus transporting to a local event, estimated at \$525.
- s. Recommend the Board approve the shelter agreement with the American Red Cross, Suffolk County Chapter, permitting them to use Elwood facilities on a temporary basis as an emergency shelter during a disaster.
- t. Recommend the Board approve a budget increase in the amount of .34% of budgeted

payroll (\$87,890) to cover the Metropolitan Transportation Mobility Tax for the 2009/2010 school year. Appropriate budget and revenue codes will be adjusted accordingly.

- u. Recommend the Board approve the disposal of an obsolete and non-repairable television from the AV room in Elwood Middle School.
- v. Recommend the Board approve the following agencies providing special Education services under the federal IDEA/ASEP Part B, Section 611 and Section 619 funds flow through program, and authorize the Board President to sign these contracts:
 - Bilinguals Inc./Child and Parent Services
 - Building Blocks Developmental Pre-School
 - Cleary School for the Deaf
 - Developmental Disabilities Institute, Inc.
 - Kidz Therapy Services
 - Marion K. Salomon & Associates
 - Martin DePorres School for Exceptional Children
 - Metro Therapy
 - Mill Neck Manor School for the Deaf
 - Northport-East Northport UFSD
 - Suffolk County Department of Health Services
 - Variety Child Learning Center
- w. Recommend the Board authorize the sale of working surplus computer equipment to local municipalities or non-profit organizations, and subsequent to the bid, authorize disposal of the remaining equipment in the safest, least expensive way.
- x. Recommend the Board authorize entering into an agreement with Omni Financial Group Inc., subject to preparation by counsel of a mutually agreed upon contract, to allow Omni to continue to act as a third party administrator of Elwood UFSD's 403(b) plan.
- y. Recommend the Board approve the use of four classrooms and supportive services by the Western Suffolk BOCES Alternative Center Learning Program for the period September 1, 2009 through June 30, 2010 as follows:

<u>Location of Classroom</u>	<u>Rental Fee</u>	<u>Supportive Services Fee</u>
<i>Elwood Middle School</i>	<i>\$9,000</i>	<i>\$33,000</i>
<i>John Glenn High School</i>	<i>\$3,000</i>	<i>\$11,000</i>

2. DISCUSSION ITEMS -- (No Recommended Items)

I. ITEMS NOT LISTED ON AGENDA

J. COMMUNICATIONS

K. EXECUTIVE SESSION

- 1. Personnel

L. ADJOURNMENT