

ELWOOD PUBLIC SCHOOLS
Elwood, New York

**MEETING MINUTES
OF THE BOARD OF EDUCATION**

REORGANIZATION MEETING and REGULAR BUSINESS MEETING

July 5, 2006 – Elwood Middle School Auditorium - 8 p.m.

A. CALL TO ORDER 8:10

I. Pledge of Allegiance & Roll Call - Dr. Swart

Present:	Michael Kaszubski	Member
	Joseph Fusaro	Member
	Dina Annunziata	Member
	Julie Badlato	Member
	Dan Ciccone	Member

Staff:	Dr. William J. Swart	Superintendent
	Dr. Howard Koenig	Acting Assistant Superintendent/Business
	Robert Annucci	Assistant Superintendent/Human Resources
	John Hogan	Assistant Superintendent/Curriculum
	David Cenerelli	Director/Special Education
	Nancy Raguzin	District Treasurer
	Peggy Pietzak	District Clerk

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

Dr. Swart administered Oath of Faithful Performance of Office to newly-elected trustees Joseph Fusaro and Dan Ciccone.

III. Election of Board President and Vice President

Dr. Swart called for nominations for President and Vice President.

Mr. Fusaro nominated Mr. Kaszubski for President and Mr. Ciccone seconded. The motion carried 3 ayes and 2 nays (Mrs. Annunziata & Mrs. Badlato).

Mr. Kaszubski nominated Mr. Fusaro for Vice President and Mr. Ciccone seconded. The motion carried 3 ayes and 2 nays (Mrs. Annunziata & Mrs. Badlato).

Dr. Swart administered Oath of Faithful Performance to newly-elected President and Vice President.

IV. Appointment of Officers

Mr. Fusaro moved and Mrs. Annunziata seconded 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
- The motion carried unanimously

Oath of Faithful Performance of Office administered to Peggy Pietzak by Dr. Swart.
Oath of Faithful Performance of Office administered to Nancy Raguzin by Peggy Pietzak.

V. Other Appointments

Recommend the Board make the following appointments and set respective salaries for 2006/07: **(TAB A)**

- 1. School Physician [Ed. Law 902, 1709-21;
Commissioner's Regulations 136Scott Gross, M.D.
- 2. Alternate District ClerkDr. Howard Koenig
- 3. Central Treasurer - Extraclassroom Activity Fund [Ed. Law 2503;
Commissioner's Regulations 172.4] High School..... Ron Robey
Middle School.....Alfred Adamo
- 4. Independent Auditor [Ed. Law 2116-a;
Commissioner's Regulations 170.2]Callahan & Nawrocki, LLP
- 5. Internal AuditorR.S. Abrams
- 6. Records Access Officer [Public Officers Law 878(b)(ii)]Robert Annucci
- 7. Records Management Officer
[Commissioner's Regulations 185.2(a)(1)Dr. Howard Koenig
- 8. Asbestos (LEA) Designee [AHERA, Public Law 99-519] *and*
Integrated Pest Management Coordinator [Commissioner's
Regulations 155.4 (d)(2)Michael Butler
- 9. Purchasing Agent [Commissioner's Regulations 170.2] ...Dr. Howard Koenig
- 10. Deputy Purchasing Agent
[Commissioner's Regulations 170.2].Robert Annucci
- 11. Compliance Officer [§504 & Title IX]Robert Annucci

12. Designated Educational Officer.....David Generelli
[Commissioner's Regulations 155.17]
13. Deputy TreasurerJohn Hogan
Mrs. Annunziata moved and Mr. Ciccone seconded. Motion carried unanimously.

VI. Designations

1. Recommend the Board designate the following banks as depositories for the respective accounts having a \$15 million limit which may be kept on deposit at any time in each bank and that they 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, 2006 to June 30, 2007:

Citibank, Elwood office

<u>Title of Account(s)</u>	<u>No. of and Authorized Signature(s)</u>
General Fund Money Market	1 District Treasurer

Commerce Bank, East Northport office

<u>Title of Account(s)</u>	<u>No. of and Authorized Signature(s)</u>
General Fund Checking	1 District Treasurer
Cafeteria Fund Checking	1 District Treasurer

Bank of America, Huntington office

<u>Title of Account(s)</u>	<u>No. of and Authorized Signature(s)</u>
General Fund Checking	1 District Treasurer
Insurance Reserve Money Market	1 District Treasurer
Capital Fund NOW 3	1 District Treasurer

J.P. Morgan Chase Bank, Commack office

<u>Title of Account(s)</u>	<u>No. of and Authorized Signature(s)</u>
General Fund Disbursement Account	1 District Treasurer
Payroll Account	1 District Treasurer
Trust and Agency Fund NOW	1 District Treasurer
Cafeteria Fund NOW	1 District Treasurer
General Fund Money Market	1 District Treasurer
Federal Aid Fund	1 District Treasurer
Extraclassroom Activity Fund - M.S.	1 Principal and Central Treasurer
Extraclassroom Activity Fund - H.S.	1 Principal and Central Treasurer

North Fork Bank, Greenlawn office

<u>Title of Account(s)</u>	<u>No. of and Authorized Signature(s)</u>
Third Party Collateral Account	1 District Treasurer

EXCEPTION TO THE ABOVE: If any payment exceeds \$5,000, the check must be signed by the District Treasurer and **either** the Assistant Superintendent for Business **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 Assistant Superintendent for Business 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.

Mrs. Annunziata moved and Mr. Ciccone seconded. The motion carried unanimously.

2. Recommend the Board designate **NEWSDAY**, **THE RECORD**, and **THE OBSERVER** as the official district newspapers [Ed. Law 2004; General Municipal Law 103].
Mrs. Badlato moved and Mr. Kaszubski seconded. The motion carried unanimously.

VII. Authorizations

1. Recommend the Board authorize the Superintendent of Schools to certify payrolls [Commissioner's Regulations 170.2; Ed. Law 1720, 2523].
Mrs. Badlato moved and Mrs. Annunziata seconded. The motion carried unanimously.

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
Mrs. Annunziata moved and Mrs. Badlato seconded. The motion carried unanimously.

3. Recommend the Board authorize the establishment of Petty Cash funds and designate respective custodians for each fund for the 2006/07 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	Louise Bolger
James Boyd Intermediate . . .	\$100.00	Maria Colarossi
Buildings and Grounds	\$100.00	Barbara Klinger

Mrs. Badlato moved and Mr. Fusaro seconded. The motion carried unanimously.

4. Recommend the Board authorize the Superintendent of Schools to approve budget transfers not to exceed \$5000 [Commissioner's Regulations 170.2(1)].
Mrs. Badlato moved and Mrs. Annunziata seconded. The motion carried unanimously.

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 2006/07 budget appropriations and in accordance with Board Policy [General Municipal Law 77-b].
Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried unanimously.

VIII. Other

1. Recommend the Board re-adopt all Policies and Codes of Ethics in effect during the previous school year.
Mrs. Annunziata moved and Mrs. Badlato seconded. The motion carried unanimously.

2. Recommend the Board establish the mileage reimbursement rate at 44.5 cents per mile for the 2006/07 school year [Ed. Law 2118].
Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried unanimously.

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].
Mr. Fusaro moved and Mrs. Annunziata seconded. The motion carried unanimously.

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 2006/07 on which school must be held be eliminated from the 2006/07 State aid attendance worksheet, if it is in the best interest of the district.
Mr. Fusaro moved and Mr. Kaszubski seconded. The motion carried unanimously.

5. Recommend the Board establish a Citizens Finance/Budget Advisory Committee for the 2007-08 school budget.
Mr. Ciccone moved and Mr. Fusaro seconded. The motion carried unanimously.

B. APPROVAL OF MINUTES OF PREVIOUS MEETING(S) (TAB B)

1. Regular Business Meeting -- June 8, 2006
Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried 4 ayes and 0 nays
1 abstention (Mrs. Annunziata).

C. REPORT FROM THE SUPERINTENDENT OF SCHOOLS – Dr. William J. Swart

Dr. Swart thanked the community for their support on June 27th in passing the Transportation Vote. The current level of service will continue.

There will be three Board of Education special meetings to discuss Board of Education goals for 2006/2007. The first meeting will be held on July 18th in the high school library at 7:00 p.m. There are two tentative dates of August 2nd and August 15th. Times may change.

Dr. Swart asked to amend personnel action Tab D item P3-Resignations to add:

2) Carl Fraser

Position	Assistant Superintendent for Business
Effective Date	July 5, 2006
Reason	Resignation

and to table personnel action item P5-Termination.

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 – 8:27 – 8:30

F. UNFINISHED BUSINESS -- (No Recommended Items)

G. FINANCIAL MATTERS

(TAB C)

1. The Board acknowledged receipt for audit of the Treasurer's Report for the month ended May 31, 2006.

H. NEW BUSINESS

1. ACTION ITEMS

- a. Mr. Ciccone moved and Mr. Fusaro seconded a motion to amend Personnel Items, P-3 Resignations, to add Carl Fraser, Assistant Superintendent for Business.

(TAB D)

The motion passed unanimously.

Mrs. Badlato moved and Mr. Fusaro seconded a motion to table Personnel Item P-5 Terminations.

The motion carried unanimously.

Mr. Ciccone moved and Mr. Fusaro seconded a motion to approve Personnel Items P-1, P-2, P-3 (as amended), P-4, and P-6 through P-8:

<u>Resignations:</u>	Christopher Brown	Assistant Principal
	Carl Fraser	Assistant Superintendent for Business
	Kimberly Aylward	Clerk Typist
	Carlene Granieri	District Clerk
<u>Retirement:</u>	William Bentley	Maintenance Mechanic III
<u>Appointments:</u>	Christine Anderson	Elementary Teacher
	Heather Baker	Kindergarten Teacher
	Jessica Deller	Special Education Teacher
	Jaime Herrmann	Special Education Teacher
	Allison Peilliker	English Teacher
	Kimberly Prate	Spanish Teacher
	Michelle Prevete	Special Education Teacher
	Jennifer Wu	French Teacher

Other:

-- Emergency appointments and reappointments

H. NEW BUSINESS

ACTION ITEMS – *cont'd.*

- Appointment of Matthew McDonald as Dean of Students
 - Approval of staff for Curriculum Writing Project (Physics)
 - Change in classification for employee from Account Clerk to Senior Clerk Typist
 - Change in classification for employee from Maintenance Mechanic II to Maintenance Mechanic III
 - Renewal of consulting contract for 2006/2007
 - Approval of Special Education Related Services Teachers for 2006/2007
 - College/summer custodial help
 - Schedule of interscholastic coaches for the fall season of the 2006/2007 school year
- The motion carried 4 ayes, 0 nays and 1 abstention (Mr. Kaszubski).

- 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 May 22, 30 31, June 5, 7, 8 (2 meetings), 14 (2 meetings), 15 and 20.
Mr. Fusaro moved and Mrs. Badlato seconded. The motion carried unanimously.
- 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 May 1, 23, 25, June 1 and 22.
Mrs. Badlato moved and Mrs. Annunziata seconded. The motion carried unanimously.
- d. Recommend the Board approve the members of the Committee on Special Education for the 2006/07 school year. **(TAB E)**
Mrs. Badlato moved and Mr. Fusaro seconded. The motion carried unanimously.
- e. Recommend the Board approve the members of the Committee on Preschool Special Education for the 2006/07 school year.
Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried unanimously. **(TAB F)**
- f. Recommend the Board approve the list of Surrogate Parents for the 2006/07 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(2)]. **(TAB G)**
Mr. Fusaro moved and Mrs. Badlato seconded. The motion carried unanimously.
- g. Recommend the Board approve the list of Impartial Hearing Officers for the 2006/07 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(1)(ii)]. **(TAB H)**
Mrs. Annunziata moved and Mr. Fusaro seconded that Peter Albert, IHO ID 509, be removed from the list and that the list be approved as amended.
The motion carried unanimously.
- h. Recommend the Board approve the District Special Education Plan for September, 2006 – August, 2008. **(TAB I)**
Mrs. Annunziata moved and Mr. Kaszubski seconded. The motion carried unanimously.
- i. Recommend the Board appoint Arthur Riegel, Harry Kershen and Eugene Kaufman as Hearing Officers for Civil Service Law, Section 75 proceedings.
Mr. Fusaro moved and Mr. Kaszubski seconded. The motion carried unanimously.
- j. Recommend the Board approve the Income Eligibility Guidelines for Free and Reduced Price Meals for the 2006/07 school year. **(TAB J)**
Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried unanimously.
- k. Recommend the Board approve the list of Districtwide Safety Committee Members for the 2006/07 school year. **(TAB K)**
The motion carried 4 ayes 0 nays and 1 abstention (Mr. Ciccone).
- l. Recommend the Board approve the proposed Elwood-John Glenn High School Marching Band trip to Florida January 13, 2007 to January 15, 2007. **(TAB L)**
Mrs. Badlato moved and Mr. Fusaro seconded. The motion carried unanimously.

H. NEW BUSINESS

ACTION ITEMS – *cont'd.*

- m. Recommend the Board approve the contract services with Western Suffolk BOCES for the 2006/2007 school year. **(TAB M)**
Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried unanimously.
- n. Recommend the Board approve the distribution (12 monthly payments) of anticipated tax monies received by the School District on behalf of the Elwood Public Library for the 2006/2007 school year. **(TAB N)**
Mr. Ciccone moved and Mr. Fusaro seconded. The motion carried 4 ayes, 1 nay (Mr. Kaszubski).
- o. Recommend the Board approve the bid for Athletic Supplies/Materials and Uniforms to the lowest responsible bidders meeting specifications. **(TAB Mc)**
Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried unanimously.
- p. Recommend the Board accept the Official Vote Tally for the Transportation Eligibility vote held on June 27, 2006. **(TAB N)**
Mrs. Annunziata moved and Mrs. Badlato seconded. The motion carried unanimously.
- q. Recommend the Board approve the following policies (*second reading*): **(TAB O)**
 - JLC *Automatic External Defibrillators*
 - JLC-R *Automatic External Defibrillators - Regulations*
 - ADA *Recognizing the Civic Mission of Schools*
 - GDBF *Confidential Personnel – Employment Provisions*Mrs. Annunziata moved and Mrs. Badlato seconded. The motion carried unanimously.
- r. Recommend the Board approve the following policy (*first reading*): **(TAB P)**
 - IABA *Wellness Policy***Amend Page 4 #5** – “The Elwood School District will continually work towards implementing a broader selection of fitness electives in the physical education program.”
Mr. Ciccone moved and Mrs. Annunziata seconded. The motion carried unanimously.
- s. Recommend the Board approve Change Order WR-1 in the amount of \$3,867.45 for Arrow Steel Window Corporation. **(TAB Q)**
Mr. Fusaro moved and Mr. Kaszubski seconded. The motion carried unanimously.

2. **DISCUSSION ITEMS** -- (No Recommended Items)

I. ITEMS NOT LISTED ON AGENDA - None

J. COMMUNICATIONS - None

K. EXECUTIVE SESSION

- 1. To discuss contract negotiations

Mrs. Badlato moved and Mrs. Annunziata seconded. The motion carried unanimously.

L. ADJOURNMENT

Mrs. Annunziata moved and Mrs. Badlato seconded a motion to end executive session and to adjourn the meeting at 10:34 p.m. The motion carried unanimously.