

**ELWOOD PUBLIC SCHOOLS  
REGULAR BUSINESS MEETING OF THE BOARD OF EDUCATION  
November 18, 2010  
Elwood Middle School Auditorium - 7:30 p.m.**

**AGENDA**

- A. **CALL TO ORDER** – District Clerk
- B. **PLEDGE OF ALLEGIANCE** – Board President
- C. **APPROVAL OF MINUTES OF PREVIOUS MEETING(S)** (TAB A)  
1. Special Meeting/Work Session – October 7, 2010  
2. Business Meeting – October 21, 2010
- 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 Elwood schools. Tonight we honor the following students from Boyd for the excellence of their writing in the Boyd Publishing Center:  
*Emma Koster, Margaret Teller, Kayla Byrne, Irene Antony, Joseph Franzese, Ashley Mullan*
- E. **REPORT FROM THE SUPERINTENDENT OF SCHOOLS/SUPERINTENDENT'S COMMENTS REGARDING TONIGHT'S AGENDA** – Mr. Peter C. Scordo  
1. Report from Gwen Rosen, Student Liaison  
2. Presentation of grant award from SEPTA
- F. **PRESENTATION:**  
1. JGHS Course offerings for 2011-2012 (see TAB E)
- G. **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 may not exceed three minutes (Board Policy 3452). 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)
- H. **UNFINISHED BUSINESS/DISCUSSION ITEMS** -- None
- I. **FINANCIAL MATTERS** (TAB B)  
1. Recommend the Board acknowledge receipt for audit of the Treasurer's Report for the month ended September 30, 2010.  
2. Recommend the Board acknowledge receipt for audit of the Revenue Report for the month ended September 30, 2010.  
3. Recommend the Board acknowledge receipt for audit of the Cash Flow Report for general funds for the month ended September 30, 2010.  
4. Recommend the Board acknowledge receipt for audit of the Budget Status Report for the month ended September 30, 2010.  
5. Recommend the Board acknowledge receipt for audit of the Trial Balances for all funds as of September 30, 2010.  
6. Recommend the Board acknowledge the receipt for audit of the Extra Classroom Fund Reports (High School and Middle School) for the quarter ended September 30, 2010.  
7. Recommend the Board approve the budgetary transfers.

**J. BUSINESS MATTERS**

BE IT RESOLVED THAT, upon the recommendation of the Superintendent of Schools, the following business matters be approved:

- 1. **Personnel Agenda** -- as per attached (TAB C)
- 2. **Business Agenda** -- as per attached (TAB D)
- 3. **Special Education**

- a. Recommend the Board approve the Committee on Special Education's recommendations for students' classifications/placements and/or discontinuance of services:

<u>Submitted to the Board</u>	<u>Meeting Dates</u>
October 19	October 13
October 20	October 12, 13
October 22	September 28, 30
October 25	October 8, 18, 20, 21
October 29	October 8, 21 (2 meetings), 25
November 4	October 12, November 1
November 8	November 3

- b. Recommend the Board approve the Committee on Preschool Special Education's recommendations for students' classifications/placements and/or discontinuance of services:

<u>Submitted to the Board</u>	<u>Meeting Dates</u>
October 21	October 14
October 22	October 21
November 3	October 28

**4. Miscellaneous**

- a. Recommend the Board approve the High School Course Selection Guide for the 2011-2012 school year. (TAB E)
- b. Recommend the Board approve the following textbooks for use at Elwood-John Glenn High School: (TAB F)

**Living Environment:**

New York Living Environment: Biology, Miller and Levine (Pearson, 2010)

New York: Biology, Miller and Levine (Pearson, 2010)

**Participation in Government:**

Government For Everybody, Steven L. Jantzen ((Amsco, 2010)

- c. Recommend the Board approve the following policies (first reading): (TAB G)
  - 4741 Class Rankings
  - 5301 Harassment of Students
  - 5695 Students and Personal Electronic Devices
  - 9123 Staff-Student Relations (Fraternization)

**and** recommend the Board of Education amend the Code of Conduct as follows (first reading):

- 5300.10 Definitions
- 5300.30 Prohibited Student Conduct

[Please note that only the affected portions of the Code of Conduct are attached in order to conserve paper.]

**and** recommend the Board of Education amend Policy 6700 Purchasing (first reading).

**K. ITEMS NOT LISTED ON AGENDA -- None**

L. **COMMUNICATIONS**

M. **RESIDENTS' REMARKS**

Remarks are limited to items voted on and/or discussed at this business meeting. Persons wishing to speak should identify themselves and any organization they represent at the meeting. Comments should be kept as brief as possible and may not exceed three minutes (Board Policy 3452). 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)***

N. **EXECUTIVE SESSION**

a. Negotiations

O. **ADJOURNMENT**

P. **NEXT REGULAR MEETING:** December 16, 2010

ELWOOD PUBLIC SCHOOLS  
Elwood, New York

BOARD OF EDUCATION PERSONNEL ACTIONS

November 18, 2010



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KEY:	P-1: Position Abolition	P-6: Tenure Appointments
	P-2: Position Creation	P-7: Other Appointments
	P-3: Resignations	P-8: Other
	P-4: Leaves	P-9: Changes in Table of Organization
	P-5: Terminations	

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The Superintendent of Schools recommends that the Board of Education approve the following personnel action items:

P-1-- Position Abolitions: No Recommended Actions

P-2-- Position Creations: No Recommended Actions

P-3-- Resignations: No Recommended Actions

P-4-- Leaves:

A) Instructional:

1) **TRACY BEHAR**

Position

Assignment

Effective Date

Reason

Science Teacher

Elwood-John H. Glenn High School

Actual date to be codified in her personnel file  
through January 31, 2012

Maternity/Child Care Leave

P-5-- Terminations: No Recommended Actions

P-6-- Tenure Appointments: No Recommended Actions

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P-7-- Other Appointments:

A) Instructional:

1) **JILL LOVELAND**

Position	Science Teacher
Type of Appointment	Regular Substitute
Assignment	Elwood-John H. Glenn High School
Effective Date	November 22, 2010
Certification	Initial Biology 7-12
Expiration Date	June 30, 2011 or earlier at District discretion
Tenure Eligibility	Not applicable
Tenure Area	Science
Salary	BA+15, Step 3
Reason	To replace teacher on maternity leave

2) **PAMELA RODRIGUEZ**

Position	Teaching Assistant – AIS Mathematics
Type of Appointment	Probationary
Assignment	Harley Avenue Primary School
Effective Date	November 22, 2010
Certification	Initial Mathematics 7-12 Pending
Expiration Date	November 21, 2013
Tenure Eligibility	November 22, 2013
Tenure Area	Teaching Assistant
Salary	Teaching Assistant, Step 1
Reason	To provide additional services in AIS Mathematics. Funding via general fund. Board approved position at the October 7 <sup>th</sup> meeting.

B) Civil Service:

1) **JOHN MULLER**

Position	Chief Custodian
Type of Appointment	Contingent Chief Custodian
Assignment	Elwood Middle School
Effective Date	November 22, 2010
Permanent Status Date	May 23, 2011
Certification	Civil Service (Competitive Class)
Salary	In accord with the contract between the District and the Elwood Custodial Unit
Reason	To replace employee on sick leave

BOARD OF EDUCATION PERSONNEL ACTIONS

November 18, 2010

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P-8-- Other:

- a) Recommend the Board of Education reappoint the following individuals on an emergency conditional basis until New York State mandated fingerprint background check results in final clearance:

<u>Employee</u>	<u>Job Area</u>	<u>Effective Date</u>
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*No Recommendations at this time.*

- b) Recommend the Board of Education appoint the following individuals on an emergency conditional basis until New York State mandated fingerprint background check results in final clearance:

<u>Employee</u>	<u>Job Area</u>	<u>Effective Date</u>
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*No recommendations at this time*

- c) Recommend the Board of Education approve Alexandra DiZoppola-Brown as an Occupational Therapist to work on call on an as-needed basis at the rate of \$40.00 per 30 minute session for individual students and \$60.00 per 30 minute session for group lessons.
- d) Recommend the Board of Education approve Kevin Lavey as the Middle School Assistant Wrestling Coach for the period January 24, 2011 through March 4, 2011 (late winter season).
- e) Recommend the Board of Education approve Christopher Euler as the Middle School Assistant Wrestling Coach for the period March 7, 2011 through March 26, 2011 (late winter season). This is in order to release Kevin Lavey for his Varsity Lacrosse coaching assignment for the spring season.
- f) Recommend the Board of Education approve an increase in hours for Deborah Brandsema, a paraprofessional at the Harley Avenue Primary School, from 2.0 hours per day to 4.0 hours per day effective November 22, 2010. This is in order for Ms. Brandsema to be the greeter from 12:00 pm to 4:00 pm every day.
- g) Recommend the Board of Education approve an increase in hours for Catherine Bell-Weitman, a paraprofessional at the Elwood Middle School, from 2.5 hours per day to 4.0 hours per day effective November 22, 2010. Reason: to replace Mary Guglielmo, a paraprofessional who has retired.

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November 18, 2010

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- h) Recommend the Board of Education approve an increase in hours for Tamah Pagan, a paraprofessional at the Harley Avenue School, from 2.0 hours per day to 3.0 hours per day effective November 22, 2010. Reason: This is a temporary 1 hour increase in her assignment to meet a CSE determination.
  
- i) Recommend the Board of Education approve an increase in hours for Karan Geist, a paraprofessional at the Elwood Middle School, from 7.0 hours per day to 8.0 hours per day effective November 22, 2010. Reason: This is a temporary 1 hour increase in her assignment to meet a CSE determination.

P-9-- Recommend the Board of Education approve the following changes in Table of Organization as a result of new and pending appointments:

- 1) Teaching Assistants: Additional 4 positions (0.5 FTE each, 3.25 hours per day) at Harley Avenue Primary School. Funding via general fund.

ELWOOD PUBLIC SCHOOLS  
Elwood, New York

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ADDENDUM



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KEY:	P-1: Position Abolition	P-6: Tenure Appointments
	P-2: Position Creation	P-7: Other Appointments
	P-3: Resignations	P-8: Other
	P-4: Leaves	P-9: Changes in Table of Organization
	P-5: Terminations	

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The Superintendent of Schools recommends that the Board of Education approve the following personnel action items:

P-7-- Other Appointments:

A) Instructional:

1) **KATHERINE LEARY**

Position	Teaching Assistant – Special Education
Type of Appointment	Probationary
Assignment	Harley Avenue Primary School
Effective Date	October 25, 2010
Certification	Initial Childhood Education (B-2 and Grades 1-6) and Students With Disabilities (B-2 and Grades 1-6)
Expiration Date	October 24, 2013
Tenure Eligibility	October 25, 2013
Tenure Area	Teaching Assistant
Salary	Teaching Assistant, Step 1
Reason	To replace Kelly Belcastro

2) **SHANNON COLLIGAN**

Position	Teaching Assistant – Special Education
Type of Appointment	Probationary
Assignment	Elwood-John H. Glenn High School
Effective Date	September 1, 2010
Certification	Initial Childhood Education (Grades 1-6) and Students With Disabilities (Grades 1-6)
Expiration Date	August 31, 2013
Tenure Eligibility	September 1, 2013
Tenure Area	Teaching Assistant
Salary	Teaching Assistant, Step 1
Reason	To fill existing vacancy



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ADDENDUM

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B) Civil Service:

1) **SUSAN DISTEFANO**

Position	Clerk Typist
Civil Service Title	Clerk Typist
Type of Appointment	Full-time, 10 months
Assignment	Elwood-John H. Glenn High School
Effective Date	November 22, 2010
Permanent Status Date	Not applicable (immediate transfer from Harley Avenue Primary School)
Certification	Civil Service (Competitive Class)
Salary	In accord with the contract between the District and the Elwood Secretarial Association
Reason	To replace Jan Fairchild. Since Ms. DiStefano is currently an 18 hour part-time clerical employee, Board action is needed, but under applicable Civil Service rules, her move constitutes a "transfer."

P-8-- Recommend the Board of Education approve the attached Continuing Schedule of Substitute Teachers/Nurses.

Elwood Union Free School District

Board of Education Business Items

November 18, 2010

Board Agenda

Key:	B1: Contracts	B5: Other
	B2: Bid awards	
	B3: Health Services	
	B4: Donations	

The Superintendent of Schools recommends that the Board of Education approve the following business action items:

**B1: Contracts**

- a. Recommend the Board approve the RFP (Request for Proposal) for legal services *(Tab 1)* and approve the letter of engagement for Board and Labor Counsel services between Ingerman Smith, LLP and Elwood School District. This letter of engagement will replace the previous letter of engagement executed July 1, 2010. The new letter of engagement will run November 1, 2010 to June 30, 2011; *and* that the Board of Education of the Elwood Union Free School District hereby authorizes the Board President to execute the necessary documents on behalf of the Board of Education.
- b. Recommend the Board approve the agreement between Elwood UFSD and *(Tab 2)* DASNY (Dormitory Authority State of New York) for the Second EXCEL Project which includes District-wide Technology, the Fire Alarm at Harley Avenue School and the Dust Collection System at John H. Glenn High School; *and* that the Board of Education of the Elwood Union Free School District hereby authorizes the Board President to execute the necessary documents on behalf of the Board of Education.

**B2: Bid Awards**

*No Recommended actions*

**B3: Health Service Contracts**

- a. Recommend the Board of Education approve the Health Service Contract between *(Tab 3)* Deer Park UFSD and Elwood UFSD for one (1) student residing in Elwood UFSD and attending St. Cyril & Methodius School in Deer Park UFSD for the 2010/2011 school year; *and* that the Board of Education of the Elwood Union Free School District hereby authorizes the Board President to execute the necessary documents on behalf of the Board of Education.

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**B4: Donations**

- a. Recommend the Board accept the donation of \$609.80 (check #2425) from **East to West Architectural Products, Inc.** to promote a pilot anti-bullying program. *(Tab 4)*  
The appropriate revenue and expenditure budget codes will be adjusted accordingly.
- b. Recommend the Board accept the donation of \$1,000 from Elwood SEPTA to *(Tab 5)*  
offset the costs of some of the Reading, Writing and Math assessments Mrs. Llewellyn has identified as helpful to evaluate any student struggling academically for the 2010/2011 school year. The appropriate revenue and expenditure budget codes will be adjusted accordingly.

**B5: Other**

- a. Recommend the Board make the following change in appointment of officers, effective November 19, 2010 in response to the management letter attached to the Audit Report performed by Nawrocki Smith dated June 30, 2010 (Item 8 – Segregation of duties). The proposed change is designed to improve our internal controls.  
From: Gene Tranchino To: Nancy Barkocy as Deputy Treasurer  
From: Gene Tranchino To: Jennifer Richards-Foley as Deputy Purchasing Agent
- b. Recommend the Board approve the disposal of a damaged, non-repairable teacher's *(Tab 6)*  
desk (barcode #0000374) as requested by Rick Rouse in Buildings & Grounds.
- c. Recommend the Board approve the disposal of old, outdated and/or obsolete *(Tab 7)*  
books and materials from the Boyd Library as requested by Irene Kossowsky.