

ELWOOD PUBLIC SCHOOLS
Elwood, New York

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

July 1, 2010 – Elwood Middle School Auditorium – 7:30 p.m.

MEETING MINUTES

The District Clerk will preside.

A. CALL TO ORDER – (7:38 p.m.)

Present:	Michael Kaszubski	President
	Joseph Fusaro (7:55 p.m.)	Vice President
	Dan Ciccone	Trustee
	Andrew Kaplan	Trustee
	Patricia Matos	Trustee
Staff:	Peter C. Scordo	Superintendent
	William Pastore	Asst. Superintendent /Business
	Ronald L. Friedman	Asst. Supt. /Human Resources
	Gene Tranchino	Exec. Dir. Adm. & Instructional Technology
	Maryann Llewellyn	Asst. Superintendent/Curriculum

I. Pledge of Allegiance

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

Newly elected Trustee Andrew L. Kaplan was administered Oath [Public Officers Law, Sections 10 and 30 and New York State Constitution, Article XIII-1] by District Clerk.

III. Election of Board President and Vice President

1. Mr. Ciccone nominated Mr. Kaszubski for President seconded by Mr. Kaplan. The motion carried 4 ayes 0 nays. The Oath of Faithful Performance of Office was administered by the District Clerk.
2. Mr. Ciccone nominated Mr. Fusaro for Vice President seconded by Mr. Kaplan. The motion carried 4 ayes 0 nays. The Oath of Faithful Performance of Office was administered by the District Clerk.

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

Peter C. Scordo was administered The Oath of Faithful Performance of Office by the District Clerk.

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
The Oath of Faithful Performance was administered by the Board President.
- 2. Alternate District ClerkWilliam Pastore
The Oath of Faithful Performance was administered by the District Clerk.
- 3. District Treasurer [Ed. Law 2114, 2130, 2503;
Commissioner's Regulations 170.2]Nancy Raguzin
The Oath of Faithful Performance was administered by the District Clerk.
- 4. Deputy TreasurerGene Tranchino
The Oath of Faithful Performance was administered by the District Clerk.

VI. Other Appointments

Recommend the Board make the following appointments and set respective salaries, fees or retainers for 2010/2011:

- 1. Purchasing Agent [Commissioner's Regulations 170.2].....William Pastore
- 2. Deputy Purchasing Agent
[Commissioner's Regulations 170.2]Gene Tranchino
- 3. External AuditorTBD
- 4. Claims Auditor.....Camille Racioppi (TAB A)
- 5. Internal AuditorNawrocki Smith, LLP (TAB B)
- 6. General Counsel.....Ingerman Smith LLP (TAB C)
- 7. Special Education CounselFrazer & Feldman (TAB D)
- 8. School Physician [Ed. Law 902, 1709-21;
Commissioner's Regulations 136Scott Gross, M.D.
- 9. Bond CounselHawkins Delafield & Wood, LLP (TAB E)

Mr. Ciccone moved and Mrs. Matos seconded. The motion carried 4 ayes, 0 nays.

- 10. Fiscal AdvisorNYMAC (TAB F)

Mr. Ciccone moved and Mrs. Matos seconded. The motion carried 3 ayes, 0 nays
1 abstention (Mr. Kaplan).

11. Third Party Administrator
 a. Workmen's CompensationNassau County Schools Cooperative Workers' Compensation Self-Insured Trust Administered by Wright Risk Management (TAB G)
 b. *(withdrawn)*
- Mr. Ciccone moved and Mrs. Matos seconded. The motion carried 4 ayes, 0 nays.
12. Insurance and Bond BrokerNYSIR
13. Central Treasurer - Extraclassroom Activity Fund [Ed. Law 2503; Commissioner's Regulations 172.4].....High SchoolLaura Irace
Middle SchoolAlfred Adamo
14. Records Access OfficerDr. Ronald L. Friedman
 [Public Officers Law 878(b)(ii)]
15. Records Management Officer
 [Commissioner's Regulations 185.2(a)(1)].....William Pastore
16. Asbestos (LEA) Designee [AHERA, Public Law 99-519] and Integrated Pest Management Coordinator [Commissioner's Regulations 155.4 (d)(2)].....Richard Rouse
17. Compliance Officer §504Maryann Llewellyn
18. Title IX Hearing Officers
 a. District Maryann Llewellyn
 b. District Dr. Ronald L. Friedman
 c. Building Level
 Harley.....Karen Malone
 BoydSharon McCabe
 Middle SchoolDr. Hugh Gigante
 High School Dr. Vincent Mulieri
19. Designated Educational Officer for Project Save..... William Pastore
 [Commissioner's Regulations 155.17]
20. Medicaid Compliance OfficerWilliam Pastore

Mr. Ciccone moved and Mrs. Matos seconded. The motion carried 4 ayes, 0 nays.

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, 2010 to June 30, 2011:

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
- Bank of Smithtown

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 or Deputy Treasurer and 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.

Mr. Ciccone moved and Mrs. Matos seconded. The motion carried 3 ayes, 0 nays, 1 abstention (Mr. Kaplan).

2. Recommend the Board designate **NEWSDAY** and **THE RECORD** as the official district newspapers [Ed. Law 2004; General Municipal Law 103].
Mr. Ciccone moved and Mrs. Matos seconded. The motion carried 4 ayes, 0 nays.

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 2010/11 school year, as follows:

Central Administration	\$100.00Nancy Raguzin
Senior High School	\$100.00Irene Dougherty
Elwood Middle School	\$100.00Karen Cleveland
Harley Avenue Primary	\$100.00Deborah Karle
James Boyd Intermediate . .	\$100.00Maria Colarossi
Buildings and Grounds	\$100.00Kathleen 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. [Board Policy 6150]
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 2010/11 budget appropriations and in accordance with Board Policy [General Municipal Law 77-b].

Mr. Kaplan moved and Mrs. Matos seconded. The motion carried 4 ayes, 0 nays.

IX. Other

1. Recommend the Board re-adopt all Board of Education Policies in effect during the previous school year.

2. **and** the Board establish the mileage reimbursement rate at 50 cents per mile through December 31, 2010 [Ed. Law 2118].
3. **and** 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. **and** 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 2010/11 on which school must be held be eliminated from the 2010/11 State aid attendance worksheet, if it is in the best interest of the district.
5. **and** the Board establish an Audit Advisory Committee for the 2010/11 school year and re-adopt the charter [Board Policy 6690-E]. (TAB I)
6. **and** the Board readopt the District-wide Safety Plan.
7. **and** the Board approve the resolution adopting Section 18 of the Public Officers Law of the State of New York. (TAB J)

Mrs. Matos moved and Mr. Ciccone seconded. The motion carried 4 ayes, 0 nays.

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

1. Regular Business Meeting – June 16, 2010
Mr. Ciccone moved and Mr. Kaplan seconded. The motion carried 3 ayes, 0 nays, 1 abstention (Mrs. Matos).
2. Special Meeting – June 18, 2010
Mr. Kaplan moved and Mrs. Matos seconded. The motion carried 3 ayes, 0 nays, 1 abstention (Mr. Ciccone).

C. REPORT FROM THE SUPERINTENDENT OF SCHOOLS – Peter C. Scordo
Mr. Scordo welcomed Dr. Ronald Friedman to Elwood as Asst. Superintendent of Human Resources.

Welcome to Dr. Gigante, Middle School Principal, and Mrs. Malone, Harley Avenue Principal.

Congratulations to Dr. Mulieri and his staff for a fantastic graduation ceremony.

D. COMMENDATIONS - None

E. RESIDENTS' REMARKS – (7:52 – 8:05 p.m.)

F. UNFINISHED BUSINESS -- (No Recommended Items)

G. FINANCIAL MATTERS (TAB L)

1. Recommend the Board acknowledge receipt for audit of the Treasurer's Report for the month ended May 31, 2010
2. Recommend the Board acknowledge receipt for audit of the Revenue Report for the month ended May 31, 2010.
3. Recommend the Board acknowledge receipt for audit of the Budget Status report for the period ending May 31, 2010.
4. Recommend the Board acknowledge receipt for audit of the Cash Flow for General Funds report for the month ended May 31, 2010.
5. Recommend the Board acknowledge receipt for audit of the Trial Balances for all funds for the month ended May 31, 2010.

H. NEW BUSINESS

1. DISCUSSION ITEMS:
 - a. Status of Harley Playground Project

1. ACTION ITEMS:

- a. Recommend the Board approve Personnel Items except P8d. **(TAB M)**
Mr. Fusaro moved and Mrs. Matos seconded. The motion carried 5 ayes, 0 nays.

Recommend the Board approve Personnel Item 8d.
Mr. Fusaro moved and Mr. Ciccone seconded a motion to table. The motion carried 5 ayes, 0 nays.

- 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 March 26th (2 meetings), May 4th, 5th, 6th, 7th (3 meetings), 10th (4 meetings), 14th (2 meetings), May 25th, 28th, June 2nd, 10th.
- c. **and** the Board approve the Committee on Preschool Special Education's recommendations for students' classifications/placements and/or discontinuance of services for meetings held on March 4th (2 meetings), April 15th, 26th, 29th, May 4th (2 meetings), May 13th (7 meetings).

- d. **and** the Board approve the members of the Committee on Special Education for the 2010/11 school year. **(TAB Mc)**

- e. **and** the Board approve the members of the Committee on Preschool Special Education for the 2010/11 school year. **(TAB N)**

- f. **and** the Board approve the list of Surrogate Parents for the 2010/11 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(2)]. **(TAB O)**

Mr. Fusaro moved and Mr. Kaszubski seconded. The motion carried 5 ayes, 0 nays.

- g. Recommend the Board appoint Impartial Hearing Officers for the 2010/11 CSE/CPSE meetings from the most current certified list maintained in the New York State Impartial Hearing Reporting System. [Commissioner's Regulations 200.2(e)(1)(ii)].

- h. **and** the Board appoint Arthur Riegel, Harry Kershen and Eugene Kaufman as Hearing Officers for Civil Service Law, Section 75 proceedings.

- i. **and** the Board approve the rider to the Agreement between Elwood UFSD and Interactive Procurement Technologies by Bidnet (2009/2010). **(TAB P)**

- j. **and** the Board approve the contract for shared services with Western Suffolk BOCES for the 2010/11 school year. **(TAB Q)**

Mr. Fusaro moved and Mr. Kaplan seconded. The motion carried 5 ayes, 0 nays.

- k. Recommend the Board approve overnight trips for the varsity volleyball team to attend tournaments in Burnt Hills, New York, in September 2010 and to Horseheads, NY in October 2010. For each trip, the district will be responsible for the cost of a yellow school bus transporting to a local event, estimated at \$525. **(TAB R)**

Mr. Fusaro moved and Mr. Ciccone seconded a motion to table. The motion carried 4 ayes, 0 nays, 1 abstention (Mr. Kaplan).

- l. Recommend the Board accept the Official Vote Tallies for the Budget Vote held on June 15, 2010. **(TAB S)**

Mrs. Matos moved and Mr. Kaplan seconded. The motion carried 5 ayes, 0 nays.

- m. Recommend the Board approve the Football Summer Camp to Sharpe Reservation in Fishkill, New York, departing August 19, 2010 and returning **(TAB T)**

August 24, 2010. One yellow school bus has been budgeted for this trip at a rate of \$525 as established by the Board of Education; the entrance fee of approximately \$255 will be the responsibility of each student attending. Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried 4 ayes, 0 nays, 1 abstention (Mr. Kaplan).

- n. Recommend the Board approve the following donations: (TAB U)
1. \$73.98 from Chase WaMoola for Schools Program for use at James H. Boyd Intermediate School
 2. \$106.28 from Chase WaMoola for Schools Program for use at Elwood-John H. Glenn High School
- Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried 5 ayes, 0 nays.

- o. Recommend the Board approve the services agreement with Omni Financial Group Inc to allow Omni to continue to act as a third party administrator of Elwood UFSD's 403(b) plan. (TAB V)
- Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried 4 ayes, 0 nays, 1 abstention (Mr. Kaplan).

- p. 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, 2010 through June 30, 2011 as follows: (TAB W)

<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>

- q. **and** the Board approve the joint bidding by Elwood UFSD and Long Island Food Service Directors' Association for cafeteria supplies for 2010/2011. (TAB X)
- Mr. Fusaro moved and Mr. Kaplan seconded. The motion carried 5 ayes, 0 nays.

- r. Recommend the Board approve the proposal for one (1) Network upgrade, Services, Vmware, EMC Storage Area Network (San) for the 2010/2011 school Year under BOCES Coser 501/502 in the amount of \$56,559.36 with multi-year financing, (TAB 30)

- s. **and** the Board approve the following textbook for use at Elwood-John Glenn High School: (TAB 31)
- Sports and Entertainment Management, by Kaser and Brooks
 Publisher: Thomson South-Western
 ISBN 0-538-43829-0
- Mr. Fusaro moved and Mrs. Matos seconded. The motion carried 5 ayes, 0 nays.

- t. Recommend the Board approve the following resolution:

"WHEREAS, the School District's Architect, on behalf of the Board of Education of the Elwood Union Free School District, prepared construction documents for the Project entitled "Replacement of Dust Collection System at John Glenn High School" (hereinafter referred to as the "Project") which was advertised for bid on or about April 30, 2010;

WHEREAS, the Board of Education of the Elwood Union Free School District received bids for the provision of labor and materials in connection with the Project on or about May 28, 2010;

WHEREAS, the School District's Architect and Administration have reviewed the bids submitted by the contractors; and

WHEREAS, based upon such review, the Board of Education of the Elwood Union Free School District believes it to be in the best interests of the School District to reject all bids received and to re-advertise for new bids at a later date.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby rejects all bids submitted and received for the Dust Collection System Project at John H. Glenn High School."

Mr. Kaplan moved and Mrs. Matos seconded. The motion carried 5 ayes, 0 nays.

- u. Recommend the Board approve the following resolution:

BE IT RESOLVED, that the Board of Education hereby accepts the Grant from Boundless Playgrounds, Inc for the Harley Avenue Playground Project in the form attached hereto:

BE IT FURTHER RESOLVED, that the acceptance of said Grant is subject to the District's Receipt of an additional donation from the Harley Avenue PTA and any other District donors, for the remaining funds necessary to complete the Harley Avenue Playground Project, or the District's receipt of an agreement between the Harley Avenue PTA and Boundless Playground, Inc. ensuring the District that the PTA has contributed the necessary funds to complete the playground project.

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Board President to execute said Grant Agreement.

Mr. Kaplan moved and Mr. Fusaro seconded. The motion carried 5 ayes, 0 nays.

2. DISCUSSION ITEMS -- (No Recommended Items)

I. RESIDENT'S REMARKS -- (9:00 -- 9:04 p.m.)

J. ITEMS NOT LISTED ON AGENDA - None

K. COMMUNICATIONS - None

L. EXECUTIVE SESSION -- At 9:05 p.m. Mr. Kaplan moved and Mr. Fusaro seconded the motion to go into executive session to discuss personnel items. The motion carried 5 ayes, 0 nays.

M. ADJOURNMENT -- At 10:58 p.m. Mrs. Matos moved and Mr. Kaplan seconded the motion to end executive session and adjourn the meeting. The motion carried 5 ayes, 0 nay.

Respectfully submitted,

Peggy Pietzak
District Clerk