

ELWOOD PUBLIC SCHOOLS
Elwood, New York

BOARD OF EDUCATION
REORGANIZATION MEETING and REGULAR BUSINESS MEETING

July 1, 2004 - Elwood Middle School

A. CALL TO ORDER – 8:51 p.m. District Clerk presided until election of the President of the Board.

| | | |
|---------|-------------------|---|
| Present | Dina Annunziata | Member |
| | Julie Badlato | Member Elect |
| | Dan Ciccone | Member |
| | Joseph Fusaro | Member |
| | Michael Kaszubski | Member |
| Staff | Michael A. Maina | Superintendent |
| | Carl Fraser | Assistant Superintendent/Business |
| | Robert Annucci | Assistant Superintendent/Human Resources (Vacation) |
| | John Hogan | Assistant Superintendent/Curriculum |
| | David Cenerelli | Director/Special Education |
| | Nancy Raguzin | Treasurer |
| | Carlene Granieri | District Clerk |

I. Pledge of Allegiance

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

1. Newly-Elected Trustee: Julia Badlato was administered the Oath [Public Officers Law, Sections 10 and 30 and New York State Constitution, Article XIII-1]. by District Clerk, Carlene Granieri.

III. Election of Board President and Vice President

Mr. Fusaro nominated Mr. Kaszubski for the office of President of the Board and Mrs. Annunziata seconded the nomination.

The vote was unanimous.

1. Election of President [Ed. Law 1701, 2504, 2563]. Mr. Kaszubski was administered the oath by the District Clerk, Carlene Granieri.

From this point, the President presided.

Mr. Ciccone nominated Mr. Fusaro for the office of Vice President of the Board and Mr. Kaszubski seconded the nomination.

The vote carried 3 ayes and 2 nays (Mrs. Annunziata and Mrs. Badlato)

Mrs. Badlato nominated Mrs. Annunziata for the office of Vice President of the Board.

The motion failed 2 ayes and 3 nays (Mr. Kaszubski, Mr. Ciccone, Mr. Fusaro).

2. Election of Vice President [Ed. Law 1701, 2504]. Mr. Fusaro was administered the oath by the District Clerk, Carlene Granieri.

IV. Appointment of Officers

Mr. Fusaro moved and Mr. Ciccone seconded that the Board make the following appointment and set respective salary for 2004/05: **(TAB A)**

1. District Clerk [Ed. Law 2114, 2130, 2503;
Commissioner's Regulations 170.2]Carlene Granieri
The motion carried unanimously.

Mrs. Annunziata moved and Mrs. Badlato seconded that the Board make the following Appointment and set respective salary for 2004/05.

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 was administered to above [New York State Constitution, Article XIII-1; Public Officers Law 10, 30].

V. Other Appointments

Mrs. Badlato moved and Mr. Fusaro seconded that the Board make the following appointments and set respective salaries for 2004/05. **(TAB A)**

1. School Physician [Ed. Law 902, 1709-21;
Commissioner's Regulations 136]Scott Gross, M.D.
2. Labor CounselIngerman Smith, L.L.P.
3. General CounselEhrlich, Frazer & Feldman
4. Internal Claims Auditor [Ed. Law 1709-20a, 2526; Commissioner's
Regulations 170.2]Cooperative Service/Eastern Suffolk BOCES
5. Alternate District Clerk.....Carl Fraser
6. Central Treasurer - Extraclassroom Activity Fund [Ed. Law 2503;
Commissioner's Regulations 172.4] High School Ron Robey
..... Middle School Alfred Adamo
7. Independent Auditor [Ed. Law 2116-a;
Commissioner's Regulations 170.2] Miller Lilly & Pearce LLP
8. Records Access Officer [Public Officers Law 878(b)(ii)]Robert Annucci
9. Records Management Officer
[Commissioner's Regulations 185.2(a)(1)]Carl Fraser
10. Asbestos (LEA) Designee [AHERA, Public Law 99-519] *and*
Integrated Pest Management Coordinator [Commissioner's
Regulations 155.4 (d)(2)]Michael Butler
11. Purchasing Agent [Commissioner's Regulations 170.2]Carl Fraser
12. Deputy Purchasing Agent
[Commissioner's Regulations 170.2].Robert Annucci
13. Compliance Officer [§504 & Title IX]Robert Annucci
14. Designated Educational Officer.....David Cenerelli
[Commissioner's Regulations 155.17]
The motion carried unanimously.

VI. Designations

- Mr. Fusaro moved and Mrs. Badlato seconded that the Board designate the following banks as depositories for the respective accounts having a \$10 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, 2004 to June 30, 2005:

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 |

Fleet Bank, 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 |

State Bank of Long Island, Huntington office

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

The motion carried unanimously.

Mr. Kaszubski moved and Mr. Ciccone seconded that the Board approve the **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. The motion carried unanimously.

Mrs. Annunziata moved and Mrs. Badlato seconded that the Board also require additional signatures for any check issued to any Board member or administrator in excess of \$500.

The motion carried unanimously.

- Mr. Fusaro moved and Mrs. Badlato seconded that the Board approve the schedule of its Regular Monthly Business Meetings for 2004/05 [Ed. Law 1708]. **(TAB B)**
- and** that the Board designate **NEWSDAY**, **THE RECORD**, and **THE OBSERVER** as the official district newspapers [Ed. Law 2004; General Municipal Law 103].
The motion carried unanimously.

VII. Authorizations

1. Mr. Fusaro moved and Mrs. Badlato seconded that the Board authorize the Superintendent of Schools to certify payrolls [Commissioner's Regulations 170.2; Ed. Law 1720, 2523].
2. **and** that the Board authorize a \$500,000 surety bond for the school district Treasurer in excess of the dishonesty coverage (faithful performance) of \$100,000.
3. **and** that the Board authorize the establishment of Petty Cash funds and designate respective custodians for each fund for the 2004/05 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 Klingner |
4. **and** that the Board authorize the Superintendent of Schools to approve budget transfers not to exceed \$5000 [Commissioner's Regulations 170.2(1)].
5. **and** that 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 2004/05 budget appropriations and in accordance with Board Policy [General Municipal Law 77-b].
The motion carried unanimously.

VIII. Other

Mr. Fusaro moved and Mr. Ciccone seconded that:

1. the Board re-adopt all Policies and Codes of Ethics in effect during the previous school year.
2. **and** that the Board establish the mileage reimbursement rate at 36 cents per mile for the 2004/05 school year [Ed. Law 2118].
3. **and** that 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** that 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 2004/05 on which school must be held be eliminated from the 2004/05 State aid attendance worksheet, if it is in the best interest of the district.
5. **and** that the Board establish a Citizens Finance/Budget Advisory Committee for the 2005-06 school budget. Mrs. Annunziata asked for a copy of the letter requesting evaluations from last year's Committee.

The motion carried unanimously.

B. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

(TAB C)

Presented by District Clerk

Mr. Fusaro moved and Mr. Kaszubski seconded that the Board approve the minutes of the:

1. Regular Business Meeting -- June 10, 2004
2. Special Business Meeting -- June 14, 2004
3. Special Business Meeting -- June 15, 2004
4. Special Business Meeting -- June 22, 2004

The motion carried 4 ayes 0 nays and 1 abstention (Mrs. Badlato).

C. REPORT FROM THE SUPERINTENDENT OF SCHOOLS - Mr. Michael A. Maina

Due to the late hour the report was deferred.

Mr. Maina announced that Mr. Carl Fraser was appointed a member of the Board of Directors for the New York State Association of School Business Officials. Mr. Fraser was commended for being recognized for his contributions to school finance and management.

D. **COMMENDATIONS** - (*Deferred until schools reopen.*)

E. **RESIDENTS' REMARKS** – 9:35 – 9:48 p.m.

F. **UNFINISHED BUSINESS** -- (No Recommended Items)

G. **FINANCIAL MATTERS** (TAB D)

1. The Board acknowledged receipt for audit of the Treasurer's Report for the month ended May 31, 2004.

H. **NEW BUSINESS**

1. **ACTION ITEMS**

a. Mr. Kaszubski moved and Mrs. Annunziata seconded that the Board approve Personnel Item (with regret) (TAB E)

Retirement: Michael Maina Superintendent

and that the Board approve Personnel Items:

Resignation: Denise D'Auria Roche Paraprofessional

Appointments: Bianca Adamo Elementary Teacher

Keri Colmone Elementary Teacher

Kristy Mancinelli Elementary Teacher

Suzanne Reilly Elementary Teacher

Stephanie Smith Elementary Teacher

Matthew Thode Elementary Teacher

Christopher Verdone Social Studies Teacher

Christopher Washousky Elementary Teacher

Carolyn Zielinski Elementary Teacher

Irene Dougherty Senior Clerk Typist

Other: -- Emergency Appointments
-- Change in elementary teacher's status from .5 to full-time probationary
-- 04/05 staff compensation levels
-- Staff appointments for curriculum projects
-- Interscholastic coaches for 04/05 fall season

The motion carried unanimously (excluded Football coaches at Middle & High School).

Mrs. Badlato moved and Mrs. Annunziata seconded that the Board approve Mr. Fred Fusaro (no relation to Joe Fusaro) as Varsity Assistant Football Coach at the High School. The motion carried 3 ayes, 1 nay (Mr. Kaszubski) and 1 abstention (Mr. Fusaro)

Mr. Fusaro moved and Mrs. Annunziata seconded that the Board approve Mr. Kevin Lavey as Assistant Football Coach at the Middle School. The motion carried 3 ayes and 2 nays (Mr. Kaszubski and Mr. Ciccone)

b. Mr. Fusaro moved and Mrs. Annunziata seconded that the Board approve the Committee on Special Education's recommendations for students' classifications/placements and/or discontinuance of services:

Submitted to the Board
June 18, 2004

Meeting Dates
May 6, 7, 12, 13, June 3, 8

The motion carried unanimously.

H. NEW BUSINESS

1. ACTION ITEMS – *cont'd.*

- c. Mr. Fusaro moved and Mr. Ciccone seconded that the Board approve the Committee on Pre School Special Education's recommendations for students' classifications/placements and/or discontinuance of services:

Submitted to the Board
June 18, 2004

Meeting Dates
May 24

- d. **and** that the Board approve the members of the Committee on Special Education for the 2004/05 school year. **(TAB F)**

- e. **and** that the Board approve the members of the Committee on Preschool Special Education for the 2004/05 school year. **(TAB G)**

- f. **and** that the Board approve the list of Surrogate Parents for the 2004/05 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(2)]. **(TAB H)**

- g. **and** that the Board approve the list of Impartial Hearing Officers for the 2004/05 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(1)(ii)]. **(TAB I)**

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

- i. **and** that the Board approve participation in Eastern Suffolk and Nassau County BOCES Cooperative Purchasing Program for the 2004/05 school year.

- j. **and** that the Board approve the Income Eligibility Guidelines for Free and Reduced Price Meals for the 2004/05 school year. **(TAB J)**

- k. **and** that the Board approve the disposal of outdated/poor condition books from Elwood Middle School. **(TAB K)**

- l. **and** that the Board approve the disposal of the high school card catalog as obsolete. **(TAB L)**

- m. **and** that the Board approve the following textbooks for the 2004/05 school year:
Elwood-John Glenn High School -- Technology/Production Systems course:
Architecture: Residential Drafting and Design by Clois E. Kicklighter and Joan C. Kicklighter (The Goodheart-Willcox Company, Inc., 2004)
Elwood Middle School -- Grade 6 and 8 Health courses:
Totally Awesome Health by Linda Meeks and Philip Heit (Macmillan/McGraw-Hill, 2003)
The motion carried unanimously.

- n. Mr. Fusaro moved and Mrs. Badlato seconded that the Board approve the list of Districtwide Safety Committee Members for the 2004/05 school year. (Mr. Ciccone volunteered to serve as Board representative.)
The motion carried 4 ayes 0 nays and 1 abstention (Mrs. Annunziata) **(TAB M)**

- o. Mr. Fusaro moved and Mrs. Annunziata seconded that the Board approve an amendment to the District Professional Development Plan to include a mentoring component.
The motion carried unanimously. **(TAB N)**

- p. Mr. Fusaro moved and Mr. Kaszubski seconded that the Board approve addendum to Sullivan & Nickel construction management contract dated December 14, 2000.
The motion carried unanimously. **(TAB O)**

- q. Mrs. Annunziata moved and Mrs. Badlato seconded that the Board adopt Policy JIBBA – Student Liaison to the Board of Education, as a first reading. The motion carried 3 ayes and 2 nays (Mr. Fusaro, Mr. Ciccone) **(TAB P)**
- r. Mrs. Badlato moved and Mrs. Annunziata seconded that the board approve the extension of the transportation contracts with Towne Bus Corp. and Acme Bus Corp. at the C.P.I. for the 2004/05 school year. **(TAB Q)**
- s. **and** that the Board approve the distribution (12 monthly payments) of anticipated tax monies received by the School District on behalf of the Elwood Public Library. **(TAB R)**
- t. **and** that the Board approve the bid for Physical Education Supplies and Equipment to the lowest responsible bidders meeting specifications (and add an additional column with a brief explanation). The motion carried unanimously. **(TAB S)**

2. DISCUSSION ITEMS - (No Recommended Items)

I. ITEMS NOT LISTED ON AGENDA

The Board met in Executive Session to discuss the hiring process for School District Superintendent. SCOPE will assist the Board in the process.

Mr. Fusaro made the following comments:

There was flooding of the right baseball field at Boyd and the installation of a drain should remedy this situation.

Mr. Lou Tuorto and Mr. Dave Shanahan were thanked for a successful football season and for this summer's youth camps at the high school as well as making students aware of the U.S. Naval Academy's football camp.

The school Board is not obligated to do an independent study of Orchard Park, as a resident asserted. On the contrary it is up to the developer, Mr. Mediavilla, to provide information to the residents of Elwood and to the Board, at Mr. Mediavilla's expense, not the taxpayers.

Mr. Ciccone distributed a handout for Board Committees and this item should be discussed at the next Board Meeting.

Congratulations to the graduating seniors and their families. The Commencement ceremony made all attendees proud of the Elwood community.

Mrs. Annunziata requested that the Board discuss how and when to best respond to letters to the Board.

The Board is planning on attending conferences and workshops, and is preparing a Community Survey.

All welcomed Mrs. Badlato to the Board.

J. COMMUNICATIONS

(TAB T)

1. from Lorelei Stephens, Elwood Teachers Alliance
2. to Supervisor Petrone and Members of the Huntington Town Board re Orchard Park development
3. from Miller Lilly & Pearce, LLP
4. from Ingerman Smith, L.L.P. re appointment
5. from Ehrlich, Frazer & Feldman re appointment
6. from Gerard Hannon

K. RESIDENTS' REMARKS - 10:48 – 10:51 P.M.

L. ADJOURNMENT

Mr. Fusaro moved and Mrs. Annunziata seconded that the Board adjourn the meeting at 11:06 p.m.

The motion carried unanimously.

Respectfully submitted,

Carlene Granieri
District Clerk