

ELWOOD PUBLIC SCHOOLS

Elwood, New York

MINUTES

BOARD OF EDUCATION

REORGANIZATION MEETING and REGULAR BUSINESS MEETING

July 1, 2003 - Elwood Middle School

A. CALL TO ORDER - District Clerk 8:02 p.m.

Present Dina Annunziata Member

Bill Cameron Member

Dan Ciccone Member Elect

Joe Fusaro Member Elect

Michael Kaszubski Member

Staff Michael A. Maina Superintendent

Carl Fraser Assistant Superintendent/Business

Robert Annucci Assistant Superintendent/ Human Resources

Kathleen Semergieff Assistant Superintendent/Curriculum & Standards

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 Trustees: Daniel Ciccone and Joseph Fusaro were administered Oath [Public Officers Law, Sections 10 and 30 and New York State Constitution, Article XIII-1] by Carlene Granieri, District Clerk.

III. Election of Board President and Vice President

1. Election of President

Mr. Cameron moved and Mr. Fusaro seconded that Michael Kaszubski be appointed Board of Education President.

The motion carried unanimously.

Michael Kaszubski was administered the oath [Ed. Law 1701, 2504, 2563] by Carlene Granieri, District Clerk.

2. Election of Vice President

Mrs. Annunziata moved that Mr. Fusaro be appointed the Board of Education Vice President.

Mr. Fusaro declined.

Mr. Kaszubski moved and Mr. Ciccone seconded that Mr. Cameron be appointed the Vice

President of the Board of Education.

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

Mr. Cameron was administered the oath [Ed. Law 1701, 2504] by Carlene Granieri, District Clerk.

IV. Appointment of Officers (TAB A)

Mr. Cameron moved and Mr. Fusaro seconded that the Board make the following appointments and set respective salaries for 2003/04

The motion carried unanimously.

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

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

Oath of Faithful Performance of Office was administered to Ms. Granieri by Mr. Kaszubski and to Mrs. Raguzin by Ms. Granieri [New York State Constitution, Article XIII-1; Public Officers Law 10, 30].

V. Other Appointments

Mr. Cameron moved and Mrs. Annunziata seconded that the Board make the (*TAB A*) following appointments and set respective salaries for 2003/04.

1. School Physician [Ed. Law 902, 1709-21; Commissioner's Regulations 136] Scott Gross, M.D.
2. Labor Counsel Ingerman Smith, L.L.P.
3. General Counsel Ehrlich, 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

The motion carried unanimously.

Mr. Ciccone made the following comment:

"It needs to be acknowledged that while appointments must be made at the annual reorganization meeting to assure that School business does not have any disruption in services, it should be noted that the Board of Education is placing all of their current relationships up for review, examining all of our options, and will revisit this issue in the near future. That said, I believe we need to discuss a deadline to make our decisions. Since we agree on this, the administration should take the appropriate next steps. My thinking is we need to make the decision before mid-November if not before."

VI. Designations

1. Mrs. Annunziata moved and Mr. Fusaro 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, 2003 to June 30, 2004:

Citibank, Elwood office Title of Account(s) No. of and Authorized Signature(s) General Fund Money Market 1 District Treasurer Cafeteria Fund Money Market 1 District Treasurer Cafeteria Checking Account 1 District Treasurer

Fleet Bank, Huntington office Title of Account(s) No. of and Authorized Signature(s)
General Fund Checking 1 District Treasurer General Fund Investment Clearing NOW
Account (repurchase agreement w/Swiss Bank) 1 District Treasurer Insurance Reserve
Money Market 1 District Treasurer Capital Fund NOW 3 1 District Treasurer

J.P. Morgan Chase Bank, Commack office Title of Account(s) No. of and Authorized
Signature(s) 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 Title of Account(s) No. of and Authorized Signature(s)
Third Party Collateral Account 1 District Treasurer

State Bank of Long Island, Huntington office Title of Account(s) No. of and Authorized
Signature(s) Third Party Collateral Account 1 District Treasurer

EXCEPTION TO THE ABOVE: If any payment exceeds \$15,000, 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.

2. Mr. Ciccone moved and Mr. Fusaro seconded that the Board approve the **(TAB B)** schedule of its Regular Monthly Business Meetings for 2003/04 [Ed. Law 1708]. The motion carried unanimously.

3. Mr. Fusaro moved and Mr. Cameron seconded 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. Cameron moved and Mr. Ciccone 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 2003/04 school year, as follows: Central Administration . . . \$100.00Nancy Raguzin Senior High School \$100.00Geraldine LaCentra 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

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 2003/04 budget appropriations and in accordance with Board Policy [General Municipal Law 77-b]. The motion carried unanimously.

VIII. Other

1. Mrs. Annunziata moved and Mr. Ciccone seconded that 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 2003/04 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 2003/04 on which school must be held be eliminated from the 2003/04 State aid attendance worksheet, if it is in the best interest of the district. The motion carried unanimously.

B. APPROVAL OF MINUTES OF PREVIOUS MEETING(S) (TAB C) Mr. Cameron moved and Mrs. Annunziata seconded that the Board approve the amended minutes in Discussion Items (letter from Cameron engineering 5/23/03 addressed to Tom Slattery and voter turnout of the Regular Business Meeting of June 12, 2003. The motion carried 3 ayes 0 nays and 2 abstentions (Mr. Ciccone and Mr. Fusaro)

C. REPORT FROM THE SUPERINTENDENT OF SCHOOLS - Mr. Michael A. Maina
The school year ended successfully, many thanks to everyone for their continued support.

The construction crews will be working feverishly for the next 9 weeks to complete their tasks.

The staff began workshops on Monday.

Summer school began on Monday at the Harborfields School District, special thanks to them for their wonderful hospitality to our students. Dr. McCloat, Superintendent of Harborfields has allowed our students to use their classrooms at no cost to Elwood. Dr. Semergieff reported that the Harborfields staff has been very accommodating.

Mr. Annucci is seeking the best candidates for our school staff.

Regarding the Math A Regents, never in the history of the state of New York has anything like this happened. The seniors and juniors will not occur any liability and the State should do the same for freshmen and sophomores.

Mr. Hogan, Ms. Cornelius, Mr. Steimel, the teaching staff and the maintenance staff were commended for organizing a beautiful commencement ceremony. Congratulations to the high school graduates, over 90% of our students are going to 2-4 year colleges with the balance going into the military and into the workplace. Best wishes were given to all of the graduates.

Janet Simonsen, our new Social Studies teacher at the high school, was introduced.

Mr. Fraser gave a broad overview of the construction work in progress:

The High School paving is almost complete. The Middle School athletic fields are behind schedule, mainly due the rainy weather and also a problem with the dirt. It was not screened to our specs. The dirt has now been raked and the matter remains unresolved. The High School library has been gutted. The work in general is on time. Boyd windows scheduled for next week. Harley windows scheduled for July.

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

E. RESIDENTS' REMARKS – 8:50 – 8:54 p.m.

F. UNFINISHED BUSINESS (TAB D) 1. Mr. Cameron moved and Mr. Ciccone seconded that the Board adopt Policy DID Inventories/Capitalization Policy. The motion carried unanimously.

G. FINANCIAL MATTERS (TAB E) 1. The Board acknowledged receipt for audit of the Treasurer's Report for the month ended May 31, 2003.

H. NEW BUSINESS 1. ACTION ITEMS a. Mr. Fusaro moved and Mrs. Annunziata seconded that the Board approve (**TAB F**) Personnel Items:

Position Abolitions: Teaching Assistant

Part-time Paraprofessional

H. NEW BUSINESS 1. ACTION ITEMS – cont'd.

Resignations: Nancy Jokipii Home and Careers Teacher

Leaves: Laura Newman Elementary Teacher

Terminations: Deborah Holloway Teaching Assistant

Colleen Jones Part-time Paraprofessional

Appointments: Amy Crossman Mathematics Teacher

I. Wendi Fischer Part-time School Psychologist

Karen Gellert Part-time Music Teacher

Lisa Gorman English/ESL Teacher

Paul Lasurdo Music Teacher

Appointments: Laura Newman Administrative Intern

Janet Simonsen Social Studies Teacher

Melinda Abriss Part-time Clerk Typist

Other:

- *Emergency Appointments and Reappointments*

- *2003/04 compensation for Network & Systems Technologist*

- *Staff for Summer Skills Program*

- *College/summer custodial helpers*

- *Interscholastic coaches for the 2003/2004 fall season* The motion carried unanimously.

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 dated: *April 16, 29; May 1, 9, 13, 14, 15, 20, 22, 29; and June 9.* The motion carried unanimously.

c. Mr. Cameron moved and Mr. Fusaro seconded that the Board approve the Committee on Preschool Special Education's recommendations for students' classifications/placements and/or discontinuance of services dated: *April 28; May 28; and June 5*

The motion carried unanimously.

d. Mr. Cameron moved and Mr. Ciccone seconded that the Board approve the **(TAB G)** members of the Committee on Special Education for the 2003/04 school year. The motion carried unanimously.

e. Mr. Fusaro moved and Mr. Ciccone seconded that the Board approve the **(TAB H)** members of the Committee on Preschool Special Education for the 2003/04 school year. The motion carried unanimously.

f. Mrs. Annunziata moved and Mr. Cameron seconded that the Board approve the **(TAB I)** list of Surrogate Parents or the 2003/04 CSE/CPSE meetings [Commissioner's Regulations 202 (e)(2)]. The motion carried unanimously.

g. Mr. Ciccone moved and Mr. Cameron seconded that the Board accept the **(TAB J)** Official Vote Tallies for the School Board Election and Budget Vote held on June 3, 2003. The motion carried unanimously.

h. Mr. Fusaro moved and Mr. Cameron seconded that the Board approve the **(TAB K)** list of Impartial Hearing Officers for the 2003/04 CSE/CPSE meetings [Commissioner's Regulations 200.1(o)(2)]. The motion carried unanimously.

i. Mr. Kaszubski moved and Mr. Fusaro seconded that the Board appoint Arthur Riegel, Harry Kershen and Eugene Kaufman as Hearing Officers for Civil Service Law, *Section 75 proceedings.*

The motion carried unanimously.

j. Mr. Kaszubski moved and Mr. Fusaro seconded that the Board approve participation in Eastern Suffolk and Nassau County BOCES Cooperative Purchasing Program for the 2003/04 school year. The motion carried unanimously.

k. Mr. Cicconne moved and Mr. Fusaro seconded that the Board approve the **(TAB L)** Income Eligibility Guidelines for Free and Reduced Price Meals for the 2003/04 school year. The motion carried unanimously.

l. Mr. Fusaro moved and Mr. Ciccone seconded that the Board approve the **(TAB M)** disposal of outdated/poor condition books from the James H. Boyd Intermediate School. The motion carried unanimously.

m. Mrs. Annunziata moved and Mr. Ciccone seconded that the Board approve the following textbooks for use at Elwood-John Glenn High School for the 2003/04 school year: Anatomy and Physiology course: *Essentials of Human Anatomy & Physiology* by Elaine N. Marieb (Benjamin Cummings, 2003) World History Advanced Placement course: *The World's History*, 2nd edition, by Howard Spodek (Prentice Hall, 2001). The motion carried unanimously.

n. Mr. Fusaro moved and Mrs. Annunziata seconded that the Board approve the health service contract with Commack UFSD in the amount of \$4,616.36 for 14 students attending private/parochial Schools. The motion carried unanimously.

2. DISCUSSION ITEMS Mr. Kaszubski requested that as a courtesy to the other Board members, to please give notice, to the extent possible, of any issues you would like to discuss.

At the August meeting the Board will discuss having a second public comment session. Mr. Cameron said he looked forward to working with Mr. Fusaro and Mr. Ciccone and that they would bring new dynamics to the Board.

Mr. Fusaro thanked the Elwood Music Sponsors, staff volunteers and Tri-M members for their help in organizing the Talent Showcase and also to Boyd PTA and their volunteers for the Moving Up Ceremony and Carnival.

Mr. Ciccone wished to set a new direction for the Board to go, possibly more work sessions and an open dialogue at those sessions.

Mrs. Annunziata hoped that the meetings would be attended by a broader spectrum of the community.

Mr. Cameron wants to make a to-do list to create a better school district.

Mr. Maina suggested implementing a formal needs assessment survey. The community can then have greater input as to where they would like to see changes.

I. ITEMS NOT LISTED ON AGENDA

J. COMMUNICATIONS (TAB N) 1. Letter of thanks from Huntington Station Enrichment Center 2. Letter of thanks from Linda Weiner

K. EXECUTIVE SESSION Mr. Cameron moved and Mr. Fusaro seconded that the Board go into Executive Session to discuss acquisition of the DeLea property. The motion carried unanimously.

L. ADJOURNMENT Dina Annunziata moved and Daniel Ciccone seconded that the Board end Executive

Session and that the meeting be adjourned at 10:40 p.m.

The motion carried unanimously.

Respectfully submitted,

Carlene Granieri

District Clerk