

ELWOOD PUBLIC SCHOOLS
Elwood, New York

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

July 2, 2008 – Elwood Middle School Auditorium – 7:30 p.m.

AGENDA

A. CALL TO ORDER

I. Pledge of Allegiance

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

David J. Cenerelli to be administered Oath [Public Officers Law, Sections 10 and 30 and New York State Constitution, Article XIII-1]. District Clerk to administer Oath.

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Superintendent of Schools according to the best of my ability.”

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

Newly elected Trustees Michael Kaszubski and Patricia Matos to be administered Oath [Public Officers Law, Sections 10 and 30 and New York State Constitution, Article XIII-1].

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of Trustee according to the best of my ability.”

IV. Election of Board President and Vice President

1. Election of President [Ed. Law 1701, 2504, 2563]. Oath to be administered.

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of President of the Board of Education according to the best of my ability.”

From this point, the President will preside.

2. Election of Vice President [Ed. Law 1701, 2504]. Oath to be administered.

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

Oath of Faithful Performance of Office to be administered to above [New York State Constitution, Article XIII-1; Public Officers Law 10, 30].

VI. Other Appointments

Recommend the Board make the following appointments and set respective salaries for 2008/09:

- 1. School Physician [Ed. Law 902, 1709-21;
Commissioner's Regulations 136Scott Gross, M.D.
- 2. Alternate District ClerkMr. William Pastore
- 3. Central Treasurer - Extraclassroom Activity Fund [Ed. Law 2503;
Commissioner's Regulations 172.4] High School.....Laura Irace
Middle School.....Alfred Adamo
- 4. General CounselIngerman Smith, LLP
- 5. Special Education CounselFrazer & Feldman
- 6. Records Access Officer [Public Officers Law 878(b)(ii)]Robert Annucci
- 7. Records Management Officer
[Commissioner's Regulations 185.2(a)(1) William Pastore
- 8. Asbestos (LEA) Designee [AHERA, Public Law 99-519] *and*
Integrated Pest Management Coordinator [Commissioner's
Regulations 155.4 (d)(2)Lawrence Herzog
- 9. Purchasing Agent [Commissioner's Regulations 170.2] William Pastore
- 10. Deputy Purchasing Agent
[Commissioner's Regulations 170.2].Robert Annucci
- 11. Compliance Officer [§504 & Title IX]Robert Annucci
- 12. Designated Educational OfficerPatrick Scarola
[Commissioner's Regulations 155.17]
- 13. Deputy TreasurerRobert Annucci

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, 2008 to June 30, 2009:

General Accounts -- requiring one authorized signature (*the Treasurer*):

- Commerce Bank
- Bank of America, Huntington office
- J.P. Morgan Chase Bank, Commack office
- North Fork Bank, Greenlawn office
- MBIA Class
- State Bank of Long Island
- HSBC
- Capital One

Extraclassroom Activity Funds at the Middle School and High School -- requiring two authorized signatures (*Principal and Central Treasurer*):

- J.P. Morgan Chase, Commack office

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

2. Recommend the Board designate NEWSDAY, THE RECORD, and THE OBSERVER as the official district newspapers [Ed. Law 2004; General Municipal Law 103].
3. Recommend the Board approve the schedule of its meetings for the 2008/2009 school year [Ed. Law 1708].

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 2008/09 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 |Virginia Cancroft |
| James Boyd Intermediate . . . | \$100.00 |Maria Colarossi |
| Buildings and Grounds | \$100.00 |Barbara Klinger |

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.

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 2008/09 budget appropriations and in accordance with Board Policy [General Municipal Law 77-b].

IX. Other

1. Recommend the Board re-adopt all Policies and Codes of Ethics in effect during the previous school year.
2. Recommend the Board establish the mileage reimbursement rate at 58.5 cents per mile for the 2008/09 school year [Ed. Law 2118].
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].
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 2008/09 on which school must be held be eliminated from the 2008/09 State aid attendance worksheet, if it is in the best interest of the district.
5. Recommend the Board establish a Citizens Finance/Budget Advisory Committee for the 2008-09 school budget.
6. Recommend the Board establish an Audit Advisory Committee for the 2008/2009 school year.

B. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

1. Regular Business Meeting -- June 12, 2008
2. Special Business Meeting -- June 20, 2008

C. REPORT FROM THE SUPERINTENDENT OF SCHOOLS – David J. Cenerelli

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 – 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 relate to school matters. 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**)

F. UNFINISHED BUSINESS -- (No Recommended Items)

G. FINANCIAL MATTERS

1. Recommend the Board acknowledge receipt for audit of the Treasurer's Report for the month ended May 31, 2008.
2. Recommend the Board acknowledge receipt for audit of the Revenue Report for the month ended May 31, 2008.
3. Recommend the Board acknowledge receipt for audit of the Budget Status report for the period ending May 31, 2008.
4. Recommend the Board acknowledge receipt for audit of the Cash Flow for General Funds for the month ended May 31, 2008.
5. Recommend the Board acknowledge receipt for audit of the Trial Balances for all funds for the month ended May 31, 2008.
6. Recommend the Board approve the Budget Transfers.

H. **NEW BUSINESS**

1. ACTION ITEMS

a. Recommend the Board approve Personnel Items:

| | | |
|----------------------|---------------------|--------------------------------------|
| <u>Resignations:</u> | Carla Diesu | Teaching Assistant |
| | Robert Zimmers | Science Teacher |
| | Richard Rouse | Maintenance Mechanic IV |
| <u>Appointments:</u> | Lauren Campanile | Spanish Teacher |
| | Kathleen D'Agostino | English Teacher |
| | Jessica Nocero | Italian Teacher |
| | Richard Rouse | Asst. Plant Facilities Administrator |

Other:

- *Emergency appointments and reappointments*
 - *Appoint Thomas Mattina for Math SAT Curriculum Writing Project*
 - *Employment contract for Richard Rouse*
 - *Letter agreement with ETA re: 11 month employment for Tech. Integration Specialist*
 - *Staff for 6 hour Special Education Program at Harley*
 - *Staff for Special Education Small Group Instruction Summer Program*
 - *Staff for Summer Skills Program (Regular Education Program)*
 - *Nurses for Summer Program*
 - *Interscholastic coaches for fall season of 2008/2009 school year*
- 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: April 9 and 16, May 14 (2 meetings), 21(4 meetings), 23 (2 meetings), 27 (3 meetings), 28, 29 and 30 (3 meetings), June 2 (2 meetings), 11, and 12.
- 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 April 17 and May 12 (2 meetings).
- d. Recommend the Board approve the members of the Committee on Special Education for the 2008/09 school year.
- e. Recommend the Board approve the members of the Committee on Preschool Special Education for the 2008/09 school year.
- f. Recommend the Board approve the list of Surrogate Parents for the 2008/2009 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(2)].
- g. Recommend the Board approve the list of Impartial Hearing Officers for the 2008/2009 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(1)(ii)].
- h. Recommend the Board approve the reappointment agreement with Frazer & Feldman for special education legal services for the 2008/2009 school year.
- i. Recommend the Board approve the reappointment agreement with Ingerman Smith for legal services for the 2008/2009 school year.
- j. Recommend the Board appoint Arthur Riegel, Harry Kershen and Eugene Kaufman as Hearing Officers for Civil Service Law, Section 75 proceedings.
- k. Recommend the Board award the bid for Athletic Supplies/Materials and Uniforms to the lowest responsible bidders meeting specifications for 2008/2009.
- l. Recommend the Board approve the list of Districtwide Safety Committee members for the 2008/09 school year.
- m. Recommend the Board approve the contract for shared services with Western Suffolk BOCES for the 2008/2009 school year.
- n. Recommend the Board award the bid for floor tile replacement to R&D Carpet.

- o. Recommend the Board award the bid for wood floor finishing to Quality Craft Floors
- p. Recommend the Board accept the donation of \$1,000 grant money from Allstate Insurance Company to John Glenn High School to provide safe driving seminars for our students and parents in September 2008.
- q. Recommend the Board approve the Special Education Agreements/Contracts:
 - Developmental Disabilities Institute
 - Our Lady of Peace Academy at Montfort Therapeutic Residence
 - Institute for Children with Autism – Consultant
 - MZ Coach – Consultant
 - New York Therapy Placement Services – Occupational Therapy and Physical Therapy
 - Creative Tutoring – Home/Hospital Instruction
 - Syosset Home Tutoring – Home/Hospital Instruction
- r. Recommend the Board accept the \$2,000 donation to Boyd from Motorola.
- s. Recommend the Board accept the donation of used camera equipment valued at approximately \$3,000 from Elwood resident Jocelyn Colliton for use at John H. Glenn High School.
- t. Recommend the Board approve the health services contract with Smithtown Central School District for the 2007/2008 school year in the amount of \$4,196.10 for six students attending private/parochial schools.
- u. 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, 2008 through June 30, 2009 as follows:

| <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> |

- v. Recommend the Board award bids as recommended by BBS Architects:
 - for the district-wide electrical upgrades to Madhue Contracting Corp. in Plainview;
 - for the fire alarm system replacement at Harley Avenue School to Rolands Electric in Deer Park;
 - for district-wide installation of projectors for Smartboards to Future Tech Enterprises, Inc.

2. DISCUSSION ITEMS -- (No Recommended Items)

I. ITEMS NOT LISTED ON AGENDA

J. COMMUNICATIONS

K. EXECUTIVE SESSION

- a. Negotiations
- b. Personnel Matters

L. ADJOURNMENT