

**MINUTES**

**REGULAR BUSINESS MEETING -- BOARD OF EDUCATION**

**October 9, 2003**

**Elwood Middle School – 8 p.m.**

**A. CALL TO ORDER** – District Clerk – 8:24 p.m.

Present Michael Kaszubski President

Bill Cameron Vice President

Dina Annunziata Member

Dan Ciccone Member

Joseph Fusaro Member

Staff Michael A. Maina Superintendent

Carl Fraser Assistant Superintendent/Business

Robert Annucci Assistant Superintendent/Human Resources

Kathleen Semergieff Assistant Superintendent/Curriculum (not present)

David Cenerelli Director/Special Education

Nancy Raguzin Treasurer (not present)

Carlene Granieri District Clerk

**B. PLEDGE OF ALLEGIANCE** – Board President

**C. APPROVAL OF MINUTES OF PREVIOUS MEETING(S) (TAB S)**

Mr. Cameron moved and Mr. Ciccone seconded that the Board approve the amended minutes (page 5 amended to note that Mr. Ciccone distributed memo 8/28 and that Mrs. Annunziata recommended that the needs of the community be researched) of the Regular Business Meeting of September 18, 2003.

The motion carried unanimously.

**D. REPORT FROM THE SUPERINTENDENT OF SCHOOLS** – Michael A. Maina

The Board will vote tonight on the music trip to Hershey, Pa. Parents and students will meet with the High School Administrators to discuss responsibilities and Elwood's Code of Conduct for all who go on the trip.

A news release will go out informing the residents of a Board Advisory Citizens Budget/Finance Committee.

Parents can be assured that in the event of an early emergency dismissal no Harley/Boyd student will be dismissed without proper notification. Whoever is listed on the phone chain will be contacted; if they can not be reached, the students will remain at school until the proper authority can be reached.

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Parents were urged to go over alternate plans with their children in case the parent is not home to meet them at the bus stop and to be mindful of safety.

As Newsday reported, the Regents reversed their standards for the Math A Exam, from a passing grade of 65 to 55. It will be in effect until 2008. The curriculum is in a state of change for Math and also Physics.

Mr. Carl Fraser's Report:

Most of the summer work has been completed and punch lists are being compiled. High School – Students have limited use of the library. The windows continue to be installed as they are delivered.

Middle School – Science labs are occupied.

District-wide installation of doors and hardware due to be completed during the winter months.

Athletic fields – sod to be put down end of October/early November  
seed at the High School by October 15

soil is now spongy

Boyd – bids to consider are the west parking lot paving, increasing parking for 88 cars, creating an island between stalls for parking and buses, and irrigation. The parking lot in the back was not in original budget.

Harley – some curbing was not in the original budget.

Mr. Maina added that what is left to be done from the original bond referendum are critical projects, such as lavatories and elevators.

Technology Report:

Technology coordinator Linda Amerigo gave an overview of the structure of the computer network system and materials used by grade levels. Various servers were discussed and how costs can be contained. Risks using certain e-mail servers were addressed.

Governor Pataki has designated the week of October 27 to honor School Board members. Mr. Maina asked the audience to give our Board members a round of applause in recognition of their dedication in serving our children and our residents.

### **E. COMMENDATIONS**

Dr. Kathleen Semerigieff, Assistant Superintendent of Curriculum and Standards, was honored for her more than twelve years of service to the district and to the community. Dr. Semerigieff who was not present (due to illness) served for 4 years as Assistant Superintendent and for 8 years as Principal at the High School.

### **F. RESIDENTS' REMARKS – 9:36 – 10:05 p.m.**

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### **G. UNFINISHED BUSINESS**

1. Citizens Budget/Finance Advisory Committee:

The editor of the Elwood *Highlights*, Tina Smith, was in the audience and said a notice regarding the Citizens Budget/Finance Advisory Committee will be in a special edition of *Highlights*.

Mr. Ciccone referenced other school boards and found their Citizens Budget/Finance Advisory Committee to be part of a grass roots effort in enhancing the democratic process. It should be looked upon as an additional resource, using the expertise of our residents, particularly in the area of finance.

Mr. Cameron said the Citizens Budget/Finance Advisory Committee would help the Board and Administration to possibly “think differently, outside of the box” .

Mrs. Annunziata asked what is the next step and noted 3 areas of concern: the selection process, how to eliminate fear and make this a positive step, and how can the scope of the assignment be narrowed. She did not want the Citizens Budget/Finance Advisory Committee to be a buffer to the Board of Ed.

Mr. Maina responded that the purpose of the Board wanting the Citizens Budget/Finance Advisory Committee was:

*f* To act only in an advisory capacity, to assist in analysis and to make recommendations.

*f*

To develop a budget that meets the educational needs of our students.

The committee must realize that the District is governed by State mandated programs/services in many areas.

*f* To make the budget fiscally responsible.

The committee will meet with Mr. Fraser, whose prime responsibility is to create a budget that meets the educational needs of our students. The members must be aware that they are tapping into the resources of the Administration and their time. Mr. Fraser will provide state aid information, how formulas work and state/local politics governing the distribution of State monies.

Mr. Cameron hopes the residents will see how confined the Board is in many areas of the budget.

Mr. Kaszubski noted that the Citizens Budget/Finance Advisory Committee is not meant to usurp the Administration or the Board, but rather how we can move forward

and work together to improve our schools.

Mr. Ciccone said the Citizens Budget/Finance Advisory Committee could not function without the exchange of ideas with our Administrators and that the Citizens Budget/Finance Advisory Committee is meant to function as a dialogue of ideas, not as negotiators with the Board. He hopes all members will be familiar with state expenditures, extra-curriculum programs, site-based committees, and are collaborators.

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As an example of the effective use of committees, Mrs. Annunziata told of her experience while on a walk-through for the Capital Improvements Project and how the group changed the Board's focus on expanding an improvement to the Science Labs.

The number of committee members was discussed, and approximately 15 was thought to be a more realistic number.

Mr. Fusaro asked if they would be chosen by lottery?

After a lengthy discussion of applicant qualifications and how they will be chosen, the consensus was to wait until the Elwood Highlights reaches the community, thereby, getting a better idea of the number of applicants interested and their backgrounds, etc.

#### **H. FINANCIAL MATTERS (TAB T)**

1. The Board acknowledged receipt for audit of the Treasurer's Report for the month ended August 31, 2003.
2. The Board acknowledged receipt for audit of the Revenue Report for the month ended September 30, 2003.
3. The Board acknowledged receipt for audit of the Budget Status Report for the month ended September 30, 2003.
4. The Board acknowledged receipt for audit of the Capital Projects Report for the month ended September 30, 2003.

#### **I. NEW BUSINESS**

##### **1. ACTION ITEMS**

a. Mr. Cameron moved and Mr. Fusaro seconded that the Board approve **(TAB U)** personnel items.

*Resignations: Kathleen Semergieff Asst. Supt. of Curriculum & Standards*

*Stephanie Smith Regular Substitute Teacher*

*Wendy Poulis Nurse*

*Appointments: Stephanie Smith Probationary Special Ed Teacher*

*Barbara Nill Cook*

*Delma Rutkowski Paraprofessional*

*Other:*

*-- Emergency appointments and reappointments*

*-- Tenure appointment for Lisa Resnick*

*-- Co-curricular appointments*

*-- Staff for Academic Intervention Services*

*-- Lead science teachers*

*-- Increase in assignment for Teacher of Deaf and Hearing Impaired*

*-- Salary rates for security staff*

-- Addendum to Schedule of Substitute Teachers/Nurses

The motion carried unanimously.

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b. Mrs. Annunziata moved and Mr. Fusaro seconded that the Board approve  
**(Previously)**

the Committee on Preschool Special Education's recommendations for **sent** students' classifications/placements and/or discontinuance of services:

*Submitted to the Board Meeting Dates*

*September 26, 2003 August 21, September 11 and  
September 18, 2003*

The motion carried unanimously.

c. Mrs. Annunziata moved and Mr. Fusaro seconded that the Board approve the following Resolution:

**BE IT RESOLVED**, that the Elwood Board of Education accepts the audits of the General Fund and the Extraclassroom Activity Funds for the fiscal year ended June 30, 2003, as prepared by the firm of Miller Lilly & Pearce, LLP, Certified Public Accountants.

The motion carried unanimously.

\*\*\* A copy will be made available for inspection in the District Office and will also be sent to the Elwood Public Library.

d. Mr. Fusaro moved and Mr. Ciccone seconded that the Board approve the addition of Serena Camardi as a parent member of the Committees on Special Education and Preschool Special Education for the 2003/04 school year.

The motion carried unanimously.

e. Mr. Fusaro moved and Mrs. Annunziata seconded that the Board approve the  
**(TAB V)**

proposed high school music trip to the 2004 Music in the Parks Festival at Hershey, Pennsylvania, April 23-25, 2004.

The motion carried unanimously.

f. Mr. Fusaro moved and Mr. Kaszubski seconded that the Board approve the **(TAB W)**

disposal of obsolete/worn equipment, textbooks and piano from Elwood Middle School.

The motion carried unanimously.

g. Mr. Cameron moved and Mrs. Annunziata seconded that the Board award **(TAB X)** the bid for parking lot paving/reconstruction at Boyd and Harley to Ruttura and Sons, the lowest responsible bidder meeting specification.

The motion carried unanimously.

## 2. DISCUSSION ITEMS

a. Board notification and review of bid plans/specifications for capital projects.

Mr. Cameron asked if the Board could review what projects are going out to bid in order to prioritize projects.

b. Board review and approval of *Elwood Educational Highlights*.

Mr. Cameron asked what the timetable is for *Highlights*? He would like the Board to review it in case they wanted to make additions to *Highlights*.

Mr. Maina replied he receives *Highlights* two weeks before it goes to press.

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Mr. Cameron moved and Mr. Fusaro seconded that the Board be notified to review bid plans/specifications for capital projects and to review and approve the *Elwood Educational Highlights*.

The motion carried unanimously.

## J. ITEMS NOT LISTED ON AGENDA

Mrs. Annunziata formally presented the Board with a copy of Law, Youth & Citizenship.

It is a statewide law-related education program (K-12) and provides resources for training, materials and funding to schools. Character building and good citizenship must start early.

Mrs. Annunziata asked to direct the materials to the staff for review, particularly in light of the recent hazing incidents, and discussions of safety issues, and the music trip.

Mr. Maina responded re hazing that coaches do discuss hazing with all athletic teams in their pre-season meetings. Mr. Maina advised the Board that he will be submitting a formal policy on hazing for the Board's approval.

**K. COMMUNICATIONS** -- (No Recommended Items)

**L. RESIDENTS' REMARKS** – 11:20 – 11:26 p.m.

**M. EXECUTIVE SESSION**

Mr. Fusaro moved and Mr. Ciccone seconded that the Board go into Executive Session to discuss the acquisition of real property and personnel. (Mr. Annucci was asked to attend).

The motion carried unanimously.

**N. ADJOURNMENT**

Mr. Cameron moved and Mr. Fusaro seconded that the Board end Executive Session and adjourn the meeting at 12: 35 a.m.

Respectfully submitted,

Carlene Granieri

District Clerk