

ELWOOD PUBLIC SCHOOLS
Elwood, New York

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

July 6, 2009 – Elwood Middle School Auditorium – 7:30 p.m.

MEETING MINUTES

A. CALL TO ORDER – (7:34 p.m.)

Present:	Michael Kaszubski	Trustee
	Joseph Fusaro	Trustee
	Dan Ciccone	Trustee
	Andrew Kaplan	Trustee
	Patricia Matos	Trustee
Staff:	Peter C. Scordo	Superintendent
	William Pastore	Asst. Superintendent/Business
	Robert Annucci	Asst. Superintendent/Human Resources
	Gene Tranchino	Exec. Dir. Administrative & Instructional Technology
	Nancy Raguzin	District Treasurer
	Peggy Pietzak	District Clerk

I. Pledge of Allegiance

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

Oath of Faithful Performance of Office administered to Peter C. Scordo by District Clerk.

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

Newly elected Trustees Joseph Fusaro and Dan Ciccone were administered Oath of Faithful Performance of Office by District Clerk.

IV. Election of Board President and Vice President

Mr. Scordo called for nominations for President.

Mr. Fusaro nominated Mr. Kaszubski for President and Mr. Ciccone seconded.
The motion carried unanimously.

Mr. Kaszubski nominated Mr. Fusaro for Vice President and Mr. Ciccone seconded.
The motion carried unanimously.

The Oath of Faithful Performance of Office was administered.

From this point, the President presided.

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
Oath of Faithful Performance of Office administered by Board President.
2. District Treasurer [Ed. Law 2114, 2130, 2503;
Commissioner's Regulations 170.2]Nancy Raguzin
Oath of Faithful Performance of Office administered by District Clerk.

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

VI. Other Appointments

Recommend the Board make the following appointments and set respective Salaries, fees or retainers for 2009/2010: **(TAB A)**

1. School Physician [Ed. Law 902, 1709-21;
Commissioner's Regulations 136]Scott Gross, M.D.
 2. Alternate District ClerkWilliam 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)]Richard Rouse
 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 OfficerRobert Annucci
[Commissioner's Regulations 155.17]
 13. Deputy TreasurerRobert Annucci
- Mr. Fusaro moved and Mr. Kaplan seconded. The motion carried 5 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, 2009 to June 30, 2010:

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

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 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. **and** the Board authorize the continued participation in the Long Island Municipal Banking Consortium.
Mrs. Matos moved and Mr. Fusaro seconded. The motion carried 4 ayes, 0 nays, 1 abstention (Mr. Kaplan).
3. Recommend the Board designate NEWSDAY, THE RECORD, and THE OBSERVER as the official district newspapers [Ed. Law 2004; General Municipal Law 103].
Mrs. Matos moved and Mr. Kaplan seconded. The motion carried 5 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. **and** 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. **and** the Board authorize the establishment of Petty Cash funds and designate respective custodians for each fund for the 2009/10 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	Deborah Karle
James Boyd Intermediate . . .	\$100.00	Maria Colarossi
Buildings and Grounds	\$100.00	Kathleen Fanara

4. **and** 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. **and** 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 2009/10 budget appropriations and in accordance with Board Policy [General Municipal Law 77-b].
Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried 5 ayes, 0 nays.

IX. Other

1. Recommend the Board re-adopt all Policies and Codes of Ethics in effect during the previous school year,
2. **and** the Board establish the mileage reimbursement rate at 55 cents per mile for the 2009/10 school year [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 2009/10 on which school must be held be eliminated from the 2009/10 State aid attendance worksheet, if it is in the best interest of the district."
5. **and** the Board establish a Citizens Finance/Budget Advisory Committee for the 2009/10 school budget,
6. **and** the Board establish an Audit Advisory Committee for the 2010/11 school year and re-adopt the charter.
Mr. Ciccone moved and Mr. Fusaro seconded. The motion carried 5 ayes, 0 nays.

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

1. Special Meeting – May 22, 2009
Mr. Fusaro moved and Mrs. Matos seconded. The motion carried 3 ayes, 0 nays, 2 abstentions (Mr. Kaplan/Mr. Kaszubski).
2. Special Meeting – June 4, 2009
Mr. Kaplan moved and Mr. Fusaro seconded. The motion carried 4 ayes, 0 nays, 1 abstention (Mr. Ciccone).
3. Special Meeting – June 10, 2009
Mr. Kaplan moved and Mr. Fusaro seconded. The motion carried 4 ayes, 0 nays, 1 abstention (Mrs. Matos).
4. Regular Business Meeting – June 11, 2009
Mr. Fusaro moved and Mr. Kaplan seconded. The motion carried 5 ayes, 0 nays.

C. REPORT FROM THE SUPERINTENDENT OF SCHOOLS – Peter C. Scordo
Mr. Scordo was formally introduced and indicated that it was an honor to be the interim Superintendent of Schools and he appreciates the Board's full support in hiring him. He is looking forward to a great year supporting the students, staff and community of the district.

D. COMMENDATIONS - None

E. RESIDENTS' REMARKS – (7:45 – 7:50 p.m.)

F. UNFINISHED BUSINESS -- (No Recommended Items)

G. FINANCIAL MATTERS

(TAB C)

1. Recommend the Board acknowledge receipt for audit of the Treasurer's Report for the month ended May 31, 2009.
2. Recommend the Board acknowledge receipt for audit of the Revenue Report for the month ended May 31, 2009.
3. Recommend the Board acknowledge receipt for audit of the Budget Status report for the period ending May 31, 2009.
4. Recommend the Board acknowledge receipt for audit of the Cash Flow for General Funds report for the month ended May 31, 2009.
5. Recommend the Board acknowledge receipt for audit of the Trial Balances for all funds for the month ended May 31, 2009.
6. Recommend the Board approve the Budget Transfers.
Mr. Fusaro moved and Mrs. Matos seconded. The motion carried 5 ayes, 0 nays.

H. NEW BUSINESS

1. ACTION ITEMS

- a. Recommend the Board approve Personnel Items, excluding Addendum items P3 1 and 2. **(TAB D)**
Mr. Fusaro moved and Mrs. Matos seconded. 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: April 1st, 14th, 20th, 27th, 29th, May 1st, 5th, 6th, 12th (2 meetings), 15th, 19th (2 meetings), June 2 (2 meetings), 4th (2 meetings), 8th, 9th, and 23rd,
- 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: February 25th (2 meetings), 26th (2 meetings), March 27th (2 meetings), 31st (2 meetings), April 2nd, 22nd (2 meetings), 23rd, May 6th (2 meetings), and May 14th (2 meetings).
Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried 5 ayes, 0 nays.
- d. Recommend the Board approve the members of the Committee on Special Education for the 2009/10 school year. **(TAB E)**
Mr. Kaplan moved and Mr. Fusaro seconded. The motion carried 5 ayes, 0 nays.
- e. Recommend the Board approve the members of the Committee on Preschool Special Education for the 2009/10 school year, **(TAB F)**
- f. **and** the Board approve the list of Surrogate Parents for the 2009/2010 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(2)], **(TAB G)**
- g. **and** the Board approve the list of Impartial Hearing Officers for the 2009/10 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(1)(ii)].
Mr. Fusaro moved and Mrs. Matos seconded. The motion carried 5 ayes, 0 nays. **(TAB H)**
- h. Recommend the Board approve the reappointment agreement with Frazer & Feldman for special education legal services for the 2009/10 school year.
Mr. Ciccone moved and Mr. Fusaro seconded. The motion carried 5 ayes, 0 nays. **(TAB I)**
- i. Recommend the Board approve the reappointment agreement with Ingerman Smith for legal services for the 2009/10 school year. **(TAB J)**
Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried 5 ayes, 0 nays.
- j. Recommend the Board appoint Arthur Riegel, Harry Kershen and Eugene Kaufman as Hearing Officers for Civil Service Law, Section 75 proceedings,
- k. **and** the Board approve the list of Districtwide Safety Committee members for the 2009/10 school year, **(TAB K)**

- l. **and** the Board approve the service agreement with CJI Consulting Inc. that may provide special education services for the 2009/2010 school year, subject to the negotiation by counsel of a mutually acceptable agreement,
- m. **and** the Board approve the health services contract for students residing in Elwood and attending private/parochial schools for the 2008/2009 school year: **(TAB L)**
Northport-East Northport UFSD 43 students \$28,841.39
- n. **and** the Board approve the contract for shared services with Western Suffolk BOCES for the 2009/10 school year, **(TAB M)**
- o. **and** the Board approve the Income Eligibility Guidelines for Free and Reduced Price Meals or Free Milk for the 2009/2010 school year, **(TAB Mc)**
- p. **and** the Board approve the agreement with the Suffolk County Department of Social Services for the National School Lunch Program. **(TAB N)**
 Mr. Fusaro moved and Mr. Ciccone seconded. The motion carried 5 ayes, 0 nays.
- q. Recommend the Board accept the following donations (appropriate revenue and expenditure codes will be adjusted accordingly): **(TAB O)**
 - From Elwood Soccer Club, Inc. -- \$500.00 to be used toward a clothes washer and dryer for use in the athletic department (*tabled at June 11 meeting*)
 - From Astoria Federal Savings Bank -- \$100.00 that was awarded to Elwood-John Glenn High School as a result of Lindsey D'Agrosa winning the 5th Annual Teen Photo Contest
 - From Bob Kohout -- materials and service need to align the football goal posts
 - From Boyd PTA – three aluminum outdoor tables for use at James H. Boyd Intermediate School
 Mrs. Matos moved and Mr. Fusaro seconded. The motion carried 5 ayes, 0 nays.
- r. Recommend the Board approve overnight trips for the varsity volleyball team to attend tournaments in Burnt Hills, New York, in September 2009 and to Horseheads, NY in October 2009. 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 P)**
 Mr. Ciccone moved and Mr. Fusaro seconded. The motion carried 5 ayes, 0 nays.
- s. Recommend the Board approve the shelter agreement with the American Red Cross, Suffolk County Chapter, permitting them to use Elwood facilities on a temporary basis as an emergency shelter during a disaster, **(TAB Q)**
- t. **and** the Board approve a budget increase in the amount of .34% of budgeted payroll (\$87,890) to cover the Metropolitan Transportation Mobility Tax for the 2009/2010 school year. Appropriate budget and revenue codes will be adjusted accordingly, **(TAB R)**
- u. **and** the Board approve the disposal of an obsolete and non-repairable television from the AV room in Elwood Middle School. **(TAB S)**
 Mr. Fusaro moved and Mr. Kaplan seconded. The motion carried 5 ayes, 0 nays.

- v. Recommend the Board approve the following agencies providing special Education services under the federal IDEA/ASEP Part B, Section 611 and Section 619 funds flow through program, and authorize the Board President to sign these contracts: **(TAB T)**

- Bilinguals Inc./Child and Parent Services
- Building Blocks Developmental Pre-School
- Cleary School for the Deaf
- Developmental Disabilities Institute, Inc.
- Kidz Therapy Services
- Marion K. Salomon & Associates
- Martin DePorres School for Exceptional Children
- Metro Therapy
- Mill Neck Manor School for the Deaf
- Northport-East Northport UFSD
- Suffolk County Department of Health Services
- Variety Child Learning Center

- w. **and** the Board authorize the sale of working surplus computer equipment to local municipalities or non-profit organizations, and subsequent to the bid, authorize disposal of the remaining equipment in the safest, least expensive way. Mrs. Matos moved and Mr. Fusaro seconded. The motion carried 5 ayes, 0 nays. **(TAB U)**

- x. Recommend the Board authorize entering into an agreement with Omni Financial Group Inc., subject to preparation by counsel of a mutually agreed upon contract, to allow Omni to continue to act as a third party administrator of Elwood UFSD's 403(b) plan. Mrs. Matos moved and Mr. Kaszubski seconded. The motion carried 3 ayes, 0 nays, 2 abstentions (Mr. Kaplan/Mr. Fusaro). **(TAB V)**

- y. 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, 2009 through June 30, 2010 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>

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

2. DISCUSSION ITEMS -- (No Recommended Items)

I. ITEMS NOT LISTED ON AGENDA - None

J. COMMUNICATIONS

K. EXECUTIVE SESSION - At 8:20 p.m. Mr. Ciccone moved and Mr. Fusaro seconded a motion to go into executive session to discuss personnel matters. The motion carried 5 ayes, 0 nays.

L. ADJOURNMENT- At 11:28 p.m. Mr. Fusaro moved and Mr. Ciccone seconded a motion to end executive session and to adjourn the meeting. The motion carried 5 ayes, 0 nays.

Respectfully submitted,

Peggy Pietzak
District Clerk