

APPROVED MINUTES of the Elmont Board of Education

REGULAR MEETING
MAY 10, 2011

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ELMONT, NEW YORK

BOARD OF EDUCATION

REGULAR MEETING

Minutes of the Regular Meeting of the Board of Education of the Elmont Union Free School District, Town of Hempstead, Nassau County, New York, held at the Dutch Broadway School on Tuesday, May 10, 2011.

ROLL CALL

BOARD MEMBERS PRESENT: Michael A. Jaime, President
Lorraine Ferrigno, Vice President
Kevin Denehy
Patrick O. Emeagwali
Anthony S. Maffea Sr.
Deniece Walker

BOARD MEMBERS ABSENT: Colleen Mockenhaupt

ADMINISTRATIVE PERSONNEL PRESENT:

Mr. Albert Harper,	Superintendent of Schools
Mrs. Barbara Schwartz,	Director of Pupil Personnel and Special Education
Mrs. Kathleen Safrey,	Director of Curriculum & Instruction
Mr. David Polizzi,	Director of School Facilities & Operations
Colum P. Nugent,	School Attorney
Celestine L. Lloyd,	District Clerk

ADMINISTRATIVE PERSONNEL ABSENT: None

CONSULTANT PRESENT: Mr. Thomas W. Galante

On a motion by Mr. Maffea, seconded by Mr. Emeagwali, the Board convened in Executive Session at 6:30 PM.

EXECUTIVE
SESSION

Motion Carried Unanimously

On a motion by Ms. Walker, seconded by Ms. Ferrigno, the Board convened in Public Session at 8:06 PM.

PUBLIC SESSION

Motion Carried Unanimously

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Mr. Jaime called the meeting to order at 8:08 PM and led the Pledge of Allegiance.

PLEDGE OF
ALLEGIANCE

On a motion by Mr. Maffea, seconded by Ms. Walker, the Board approved the agenda which was distributed to the audience.

APPROVAL OF THE
AGENDA

Motion Carried Unanimously

On a motion by Ms. Walker, seconded by Ms. Ferrigno, the Board approved the minutes of the Regular Meeting of April 12, 2011, Special Meeting/BOCES Administrative Operations Budget Vote of April 27, 2011 and the Special Meeting of May 2, 2011.

APPROVAL OF THE
MINUTES

Vote on approval of the minutes for the following:

April 12, 2011
Regular Meeting

April 27, 2011
Special Meeting/BOCES Administrative Operations Budget

AND

May 2, 2011
Special Meeting

Yes	-	6
No	-	0
Abstain	-	0

Motion Carried

**PRESENTATION TO THE PARTICIPANTS IN THE INTERGENERATIONAL
READ-A-THON**

INTER-
GENERATIONAL
READ-A-THON

Mr. Harper greeted everyone and mentioned the upcoming School Budget Vote on May 17, 2011 and its importance.

Special community residents from AARP who participated in the Intergenerational Read-a-thon held within the District were acknowledged. Mr. Harper spoke of the endearing qualities shown to the District by them. The Intergenerational Read-a-thon Program was developed by Mrs. DeBartolo and the participants of the program bring a wealth of information and experience to the children. Mr. Harper commended and thanked the participants for what they do for our children and presented them with a plaque.

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RETIREMENT CERTIFICATE PRESENTATIONS

Mr. Harper called upon Mr. & Mrs. Cavalluzzo to come forth. He expressed that with great sadness, on behalf of the District, he accepts their retirement. Mr. Harper spoke of their commitment, dedication and service to the District and community. Certificates were then presented to Mr. & Mrs. Cavalluzzo.

PRESENTATIONS
OF RETIREMENT
CERTIFICATES

Mrs. Cavalluzzo responded with a few comments. She expressed the wealth of knowledge gained and the friendships that have been made along the way. Mrs. Cavalluzzo mentioned what an experience it has been and with mixed emotions she submits her retirement. She extended her thanks to the District.

STUDENT SPECIAL ACADEMIC AWARDS

Mrs. Buchanan began the distribution of Special Academic Awards for students from the Alden Terrace School, followed by the Clara H. Carlson, Covert Avenue, Dutch Broadway, Gotham Avenue and Stewart Manor Schools.

STUDENT SPECIAL
ACADEMIC
AWARDS

Mr. Harper expressed that through the support of the community the various programs within the District can continue. He urged everyone to remember to come out and vote on Tuesday, May 17, 2011.

A recess was taken at 8:31 PM, after which the Business portion of the meeting resumed at 8:44 PM.

INFORMATION REPORT - None

PRESIDENT'S/VICE PRESIDENT'S REMARKS

President – Due to the lateness of the hour, Mr. Jaime did not present any remarks.

Vice President - See comments below.

PRESIDENT'S/VICE
PRESIDENT'S
REMARKS

SEWANHAKA BOARD ITEMS

Ms. Ferrigno informed everyone of the new Superintendent for the Sewanhaka Central High School District, Dr. Ralph Ferrie who comes with 13 years of experience as a Superintendent. Mr. Ferrie will begin in July, after the retirement of Mr. Warren Meierdiercks. Mr. Ferrie will be visiting prior to his appointment to meet with the component districts and the community.

SEWANHAKA
BOARD ITEMS

AUDIENCE ON AGENDA ITEMS - None

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CORRESPONDENCE – A letter of congratulations to the Board for the recognition of the Mentor Coordinator award to Mrs. Warfield of the Clara H. Carlson School and recognition of the Trailblazers award to Mrs. Brereton, also of the Clara H. Carlson School.

CORRESPONDENCE

REPORT OF THE ATTORNEY

Mr. Nugent did not have a report for the public meeting this evening.

REPORT OF THE
ATTORNEY

REPORT OF THE SUPERINTENDENT

Mr. Harper thanked the members of the community and the Elmont District employees for their presence at the meeting.

REPORT OF THE
SUPERINTENDENT

On a motion by Mr. Maffea, seconded by Ms. Ferrigno, the Board approved the following Professional leaves of absence:

PROFESSIONAL
LEAVES OF
ABSENCE

BENDER, RANDI, School Social Worker at Dutch Broadway/Stewart Manor Schools, effective 9/1/11, duration of leave 9/1/11 – 10/2/11, unpaid, reason: District Child Rearing Leave; Service to District: 1 year, 2 months.

*Includes Family and Medical Leave from 9/1/11 – 10/2/11.

MACALUSO, BIANCA, Elementary Teacher at Alden Terrace School, effective 4/8/11, duration of leave 4/8/11 – 8/31/12, unpaid, reason: District Child Rearing Leave; Service to District: 11 years.

The Board approved the following employee requesting a change in her Family and Medical Leave of Absence:

FLETE, ANDREA, Elementary Teacher, Alden Terrace School

From: 5/2/11 – 8/31/11, unpaid

To: 4/27/11 – 8/31/11, unpaid*

Reason: District Child Rearing Leave

*Includes Family and Medical Leave from 4/27/11 – 6/24/11.

Note: Leave of Absence was originally approved by the Board on 2/8/11; a change was approved on 4/12/11.

The Board also approved the following Professional appointment:

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MCMANUS, LINDA, Permanent Substitute Teacher (School Media Specialist – Library), at a salary of \$58,616 MA Step 1 (pro-rated from start date and pending receipt of documentation of Master’s Degree), effective 5/11/11 – 6/30/11 (pending medical approval), no probation and no tenure involved. Certification: School Media Specialist – Library (Initial Pending).

PROFESSIONAL
APPOINTMENT

The Board further approved the following teacher to be employed as a per diem substitute teacher for the 2010-2011 school year. Not eligible for probation/tenure.

<u>Name</u>	<u>Certification</u>
*Conran, Joann	Common Branches (Permanent) School Media Specialist – Library (Permanent)
*Retired from District	

The Board approved the following Professional terminations:

PROFESSIONAL
TERMINATIONS

ANDERSON, SHARON, ESL Teacher, Gotham Avenue School, effective 6/30/11; service to District: 2 years, 6 months.

BENCOSME, INGRID, Elementary Teacher, currently on District Child Rearing Leave, effective 6/30/11; service to District: 14 years.

The Board also approved the following Professional resignation:

PROFESSIONAL
RESIGNATION

MINUTO, KRISTIN, Elementary Teacher, currently on District Child Rearing Leave, effective 6/30/11, service to District: 10 years; reason: New Position.

The foregoing motion was put to a roll call with the following result:

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Ms. Ferrigno, the Board approved the following Civil Service substitute appointments:

CIVIL SERVICE
APPOINTMENTS

JACKSON JR., JOEL, Seasonal Cleaner, District wide, at a salary of \$13.25 hourly, effective 6/27/11 – 9/2/11.

WILLIAMS, OSCAR, Seasonal Cleaner, District wide, at a salary of \$13.25 hourly, effective 6/27/11 – 9/2/11.

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The Board approved the following Civil Service employees who will complete their probationary period and are recommended for permanent status on the dates indicated:

CIVIL SERVICE
CHANGES IN
STATUS

<u>Name</u>	<u>Classification</u>	<u>End Probation</u>	<u>Effective</u>
Saudi Burton	Teacher Aide	5/11/11	5/12/11
Brenda Glynn	Teacher Aide	5/11/11	5/12/11
Margaret Gambino	Teacher Aide	5/11/11	5/12/11
Marie LaMotta	Teacher Aide	5/11/11	5/12/11

The Board also approved the following Civil Service changes in status:

OROLOGIO, ANGELA,

From: Teacher Aide

To: Special Education Teacher Aide

Alden Terrace School, at a salary of \$18.15 hourly, effective 4/27/11 pending Civil Service approval; probation: N/A.

TRUNFIO, TINA,

From: Teacher Aide Part-time substitute

To: Teacher Aide

Gotham Avenue School, at a salary of \$16.30 hourly, effective 5/11/11 pending Civil Service approval; probation: 26 weeks from Civil Service approval.

HOCHENBERGER, DIANE,

From: Teacher Aide

To: Teacher Aide Special Education 1:1

Dutch Broadway School, at a salary of \$19.55 hourly, effective 5/11/11 pending Civil Service approval; probation: 26 weeks from Civil Service approval.

The Board further approved the following Civil Service termination:

CIVIL SERVICE
TERMINATIONS

RATTO, JASON, Teacher Aide, Covert Avenue School, effective 5/10/11, service to District: 6 months; reason: Did not pass probation.

The Board approved the termination of the following Civil Service employees effective 5/1/11 due to no recent service to the District:

Ingrid Garrido-
John Peter Orlando-

Food Service Helper Part-time substitute
Cleaner Part-time substitute

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The Board further approved the following Civil Service resignation:

CIVIL SERVICE
RESIGNATION

HILBERT, LARRY, Senior Maintainer Part-time, District wide, effective 5/1/11; service to District: 2 years 8 months; reason: personal.

The Board approved the following Civil Service retirements:

CIVIL SERVICE
RETIREMENTS

CAVALLUZZO, UGO, Stock Assistant, District wide, effective 6/30/11; service to District: 18 years 10 months.

CAVALLUZZO, ULIANA, Cook Manager, Elmont Road, effective 6/25/11; service to District: 26 years 4 months.

MCDICKEN, EDITH, Cleaner, Covert Avenue School, effective 5/3/11; service to District: 12 years 7 months.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Ms. Walker, the Board received the Committee on Special Education and Preschool Special Education designations and program placements for the Evaluation Placements, Reviews of Program and I.E.P. Modifications of students.

COMMITTEE ON
SPECIAL
EDUCATION AND
PRESCHOOL
SPECIAL
EDUCATION

Motion Carried Unanimously

EXTENDED SCHOOL YEAR – ADDITIONAL STAFF

EXTENDED
SCHOOL YEAR –
ADDITIONAL
STAFF

On a motion by Ms. Walker, seconded by Ms. Ferrigno, the Board approved the employment of the following additional staff for the Extended School Year Program:

Patricia Zappolo – Teacher Aide at the rate of \$14.00 per hour, as per Teacher Aide contract.

Monica Perrone – Substitute Teacher at a rate of \$305.00 per day, as needed as per the Teachers' contract.

CONSULTANT – ADDITIONAL HOURS

CONSULTANT –
ADDITIONAL
HOURS

The Board approved authorization for additional hours for Mr. Sakowich to work with our professional staff and children on Model UN during the 2010-2011 school year.

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Fee - \$50.00 per hour, not to exceed 50 hours.

CONSULTANT FOR ENRICHMENT PROGRAM

The Board also approved authorization for the following consultant to work in our Summer Enrichment Program at Clara H. Carlson School.

Mr. John DiNaro – Art Consultant will work art project with Mrs. Katz

Fee - \$350.00 – Project Fee

HOURLY PAYMENT FOR 175 DAY SUBSTITUTE TEACHERS, PRE-K TEACHERS AND TEACHER ASSISTANTS

RESOLVED, the Board approved the hourly payment to 175 Day Substitute Teachers and Pre-Kindergarten Teachers at \$40.00 per hour and to Teacher Assistants at \$20.00 per hour for work performed beyond the normal day. This authorization shall be effective nunc pro tunc from July 1, 2010 and continue until June 3, 2011.

RELIGIOUS HOLIDAYS

The Board approved the Calendar of Religious Holidays for the 2011-2012 school year. The list of holidays is contained in the backup pages of the Board Book of May 10, 2011.

GIFTS TO THE DISTRICT

The Board also approved a donation to the District in the amount of \$500.00 from the Mentoring Partnership of Long Island awarded as a stipend to the Clara H. Carlson School in honor of Shawnee Warfield. Information pertaining to this donation is contained in the backup pages of the Board Book of May 10, 2011.

The Board further approved a donation to the District in the amount of \$750.00 from the ExxonMobil Educational Alliance Program to the Dutch Broadway School. Information pertaining to this donation is contained in the backup pages of the Board Book of May 10, 2011.

SECOND READING – NEW POLICY & REGULATION #3810 INFORMATION SECURITY BREACH AND NOTIFICATION

The Board approved the second reading of the new policy and regulation entitled: *Information Security Breach and Notification*.

CONSULTANT –
ADDITIONAL
HOURS

CONSULTANT FOR
ENRICHMENT
PROGRAM

HOURLY
PAYMENT FOR 175
DAY SUBSTITUTE,
PRE-
KINDERGARTEN
AND TEACHER
ASSISTANTS

RELIGIOUS
HOLIDAYS

GIFTS TO THE
DISTRICT

SECOND READING
NEW POLICY &
REGULATION
#3810
INFORMATION
SECURITY BREACH
AND
NOTIFICATION

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The policy and regulation are contained in the backup pages of the Board Book of May 10, 2011.

DISTRICT-WIDE SCHOOL TECHNOLOGY PLAN

DISTRICT-WIDE
SCHOOL
TECHNOLOGY
PLAN

The Board also approved the revised 2011-2014 Educational and Informational Technology Plan. The Plan is contained under separate cover.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

ITEMS NOTED FOR
THE MINUTES

ITEMS NOTED FOR THE MINUTES

Use of Facilities

USE OF FACILITIES

Requests for Use of Facilities that have been approved by the Superintendent of Schools since the last Board Meeting are enclosed in the backup pages of the Board Book of May 10, 2011.

Worker's Compensation

WORKER'S
COMPENSATION

The following employees are on a leave of absence due to Worker's Compensation case still pending:

Christopher Chisolm	Sub Cleaner
Eileen Comer	Bus Attendant
Brenda Rosen	Bus Attendant

Family and Medical Leave of Absence

FAMILY AND
MEDICAL LEAVE
OF ABSENCE

The following employees are on a leave of absence under the Family and Medical Leave Act:

<u>Name</u>	<u>Position</u>	<u>Duration of Leave</u>
Denaro, Deborah	Registered Prof. Nurse	4 weeks, 4 days
Kelly, Jaqueline	Elementary Teacher	3 weeks, 1 day

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Budget Transfers Under \$5,000

**BUDGET
TRANSFERS
UNDER \$5,000**

Requests for Budget Transfers under \$5,000 that have been approved by the Superintendent of Schools since the last Board Meeting are enclosed in the backup pages of the Board Book of May 10, 2011.

On a motion by Ms. Walker, seconded by Mr. Maffea, the Board approved the backup booklet entitled "Schedule of Disbursements and Warrants # 134, 142-156, 158-168, 34-38, 36-40, 38-43, 19-20, 5" which is filed in the "bulky" document file.

**SCHEDULE OF
DISBURSEMENTS
AND WARRANTS**

Motion Carried Unanimously

On a motion by Ms. Ferrigno, seconded by Mr. Maffea the Board also received the Report of the Treasurer for the General Fund, Capital Fund, the Lunch Fund, the Trust and Agency Fund, Payroll, Special Aid Fund and Capital Bond Fund as of March, 2011.

**TREASURER'S
REPORT**

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Ms. Ferrigno, the Board approved the authorization to make budgetary transfers (over \$5,000) as per the backup pages in the Board Book of May 10, 2011.

**BUDGET
TRANSFER'S OVER
\$5,000**

The Board approved the acceptance of the SED 5 Year Building Condition Survey as per the backup pages in the Board Book of May 10, 2011.

**SED 5 YEAR
BUILDING
CONDITION
SURVEY**

The Board also approved the disposal of obsolete 20+ year old Cushman Law tractor. The tractor is antiquated in need of extensive repair and no parts are readily available due to the age of the equipment, as per the backup pages in the Board book of May 10, 2011.

**DISPOSAL OF
OBSOLETE
EQUIPMENT**

The Board further approved the bid awards to the following vendors, as per the backup pages in the Board Book of May 10, 2011:

BID AWARDS

Bid #02-11/12 Custodial Supplies:

- I. Janvey & Sons (50) Items
- Essential Maintenance Products (40) Items
- Knight Marketing Corp. (13) Items
- Danforth Co. (6) Items
- Ocean Janitorial Supplies (18) Items
- Wipetex (2) Items
- Healthy Clean Buildings (4) Items
- Central Poly Corp (3) Items

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All American Poly (2) Items

BID AWARDS

Bid #03-11/12 Painting Supplies and Paint to Elmont Paint

Bid #04-11/12 Power Sweeping to Dejana

Bid #05-11/12 Intrusion Alarm Service and Monitoring Services to Worldwide

Bid #06-11/12 Electrical Supplies

Avon Electrical (50) Items
Mid-Island Electric (63) Items
Aetna Electrical (38) Items

Bid #07-11/12 Plumbing Supplies

Blackman Plumbing (37) Items
Babylon Plumbing Supply (41) Items
C&L Plumbing (49) Items
Victoria Plumbing & Heating Supply Co. (1) Item
Green Art Plumbing Supply (14) Items
J. A. Sexauer (65) Items

Bid #08-11/12 Carpentry Supplies

Pioneer Building Material Corp. (75) Items
Marks Lumber Co. (46) Items
Marjam Supply Co. (25) Items
Tulnoy Lumber (42) Items

Bid # 12-11/12 Gotham Avenue Capital Project 6023

Contract G-1 Winder Replacement to RD Architectural Windows
Contract G-2 Masonry Rehabilitation to A-1 Construction
Contract G-3 Abestos Abatement to A-1 Construction
Contract G-4 Window Shade Replacement to Royal Windows
Contract G-5 Flooring Work to Milburn Sales Company
Contract G-6 Flagpole work to Tri-Rail Construction Inc.

The Board approved the award of the Cooperative Bid to the lowest responsible bidder specified below as per the backup pages of the Board Book of May 10, 2011.

COOPERATIVE BID
AWARD

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Bid #09-11/12 Cooperative Pest Control Services

COOPERATIVE BID
AWARD

- a. Pest Control Services to Parkway Exterminating

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

ITEMS NOTED FOR THE MINUTES

ITEMS NOTED FOR
THE MINUTES

Analysis of Revenue – for the month of March 2011 appear in the backup pages of the Board Book of May 10, 2011.

General Fund Schedule of Receivables - General Fund Schedule of Receivables for the month of March, 2011 appears in the backup pages of the Board Book of May 10, 2011.

Monthly Budget Status Report

Monthly Budget Status Report – as of March 31, 2011 appear in the backup pages of the Board Book of May 10, 2011.

Various Fund Trial Balances

Trial Balance Reports General, Capital, Trust & Agency, Expendable Trust, Special Aid, and Non-Expendable Trust as of March, 2011 appear in the backup pages of the Board Book of May 10, 2011.

General Fund Cash Flow Statement

General Fund Cash Flow as of March 31, 2011 and Cash Flow Projection as of April 30, 2011 appear in the backup pages of the Board Book of May 10, 2011.

General Fund – Fund Balance Estimate

Estimated General Fund Balance as of April 30, 2011 appears in the backup pages of the Board Book of May 10, 2011.

School Meals Profit and Loss Statement

School Lunch Profit and Loss Statement for the month of March, 2011 appears in the backup pages of the Board Book of May 10, 2011.

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Custodial/Transportation Overtime

ITEMS NOTED FOR
THE MINUTES

Breakdown Custodial/Transportation Overtime:

Cust./Trans. Overtime – April 30, 2011	\$ 4,077.43
Overtime paid Year to Date	\$ 89,608.57
Cust./Trans.Overtime - July, 2009 - June, 2010	\$122,834.78

VANDALISM TALLIES FOR APRIL, 2011- \$ 20

Year-to-Date \$ 245

Previous Year-to-Date \$ 140

Mr. Harper reminded everyone again to come out and vote on the 17th of May, 2011.

COMMITTEE REPORTS AND INFORMATION ITEMS - None

OLD BUSINESS – None

NEW BUSINESS - None

LEGISLATIVE ITEMS - None

ITEMS FOR FUTURE CONSIDERATION – None

AUDIENCE ITEMS - None

NEXT MEETING

NEXT MEETING

Mr. Jaime announced the Certification of the Budget Vote Meeting, May 17, 2011 at 9:00 PM to be held at Elmont Road School. The next Regular Board Meeting will be held June 14, 2011 at Dutch Broadway School at 7:30 PM.

Mr. Jaime wished everyone a good night and safe travel home.

ADJOURNMENT

ADJOURNMENT

There being no further business, the Board adjourned the meeting at 8:54 PM on a motion by Mr. Maffea, seconded by Mr. Emeagwali.

Motion Carried Unanimously

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Submitted by,

June 14, 2011
Date Approved

Celestine L. Lloyd
District Clerk