

EAST ROCKAWAY UNION FREE SCHOOL DISTRICT
East Rockaway, New York
Organizational Meeting of the Board of Education
7:30 P.M., July 5, 2011, East Rockaway Jr./Sr. High School

AGENDA

- 1. Call to Order and Pledge of Allegiance
- 2. Swearing in of Elected Trustees for 2011-2014
- 3. Election of President of the Board of Education – 2011-2012
- 4. Election of Vice President of the Board of Education – 2011-2012
- 5. Election of Secretary of the Board of Education – 2011-2012
- 6. Swearing in of the Board of Education Officers
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- 7. Swearing in of District Clerk
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- 8. Appointment of District Officers:

District Clerk..... Denise Lobascio
 District Treasurer..... Vivian Zhang
 Deputy District Clerk..... Marcy Tannenbaum
 Deputy District Treasurer..... President of the Board of Education

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- 9. Swearing in of District Officers.
- 10. Approval of Minutes –June 14, 2011
- 11. Correspondence - 4
- 12. District Standing Committee Liaisons:

Budget Advisory Committee/Fiscal..... Neil Schloth / Linda Schmidt
 Drug and Alcohol Committee..... Patricia Nicoletti
 Education Foundation..... Michaelene Abbott-Cooper and/or
 Kristin Ochtera
 Policy..... Board of Education
 Super PTA..... Kristin Ochtera

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- 13. Board of Education Liaisons:

Curriculum & Standards..... Linda Schmidt
 Health & Safety..... Neil Schloth
 Legislation & Government Relations..... Michaelene Abbott-Cooper
 Pupil Personnel Patricia Nicoletti

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- 14. Approve the following appointments:
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Asbestos Designee..... Anthony Quercia
 Attendance Officer, Centre Avenue School.... Alice Calabrese
 Attendance Officer, ERHS..... Marilyn Brekke
 Attendance Officer, Rhame Avenue School.. Jody Delegianis
 Attendance Officer, St. Raymond’s School..... Patricia Woloszyn
 Extra Classroom Activities Central Treasurer Marilyn Von Braunsberg
 Insurance Consultant..... NYSIR
 Records Access Officer..... Marcy Tannenbaum
 Records Management Officer..... Marcy Tannenbaum

School Physician..... Richard Addes, D.O.
 Title IX Officer..... Debra LoVerde, Ed.D.
 504 Hearing Officers..... See Attachment "A"
 Vincent D'Amico..... Medicaid Compliance Officer

15. Approve the appointment of Frazer and Feldman, LLP, as General Counsel, in accordance with the terms of an agreement dated July 1, 2011.

16. Approve the appointment of Committee Members to District CSE

Chairperson..... Debra LoVerde, Ed.D.
 Alternate Chairpersons Barbara Gerber, Tina Smith and Ann Marie Kenny
 Special Education Teacher..... (teacher of the child)
 Physician..... Richard Addes, D.O.
 School Psychologist..... Barbara Gerber
 School Psychologist..... Tina Smith
 School Psychologist..... Ann Marie Kenny
 Parent of Child
 Parent Member
 General Education Teacher

17. Approve the appointment of Parent Members for District CSE

Eileen Hinshaw
 Teresa Devlin
 William Muller
 Maria Riley
 Jill Russo
 Ann Marie Schexnayder

18. Approve the appointment of Committee Members to District CPSE

Chairperson..... Debra LoVerde, Ed.D.
 Alternate Chairpersons Tina Smith and Ann Marie Kenny
 Special Education Provider..... (teacher of child; service provider)
 Physician..... Richard Addes, D.O.
 General Education Teacher..... (teacher of child)
 School Psychologist..... Tina Smith
 School Psychologist..... Ann Marie Kenny
 Parent of Child
 Parent Member

19. Approve the appointment of Parent Members for District CPSE

Eileen Hinshaw
 Teresa Muller
 William Muller
 Maria Riley
 Jill Russo
 Ann Marie Schexnayder

20. Approve the appointment of Ellen McGlone to serve as the Surrogate Parent.

21. Designate the following depositories for District funds:

Capital One Bank
 Class-MBIA

22. Designate the following newspapers as newspapers for the publication of school district legal notices:

"Oceanside, Rockville Centre, East Rockaway Tribune"
 "The Lynbrook East Rockaway Herald"

23. Designate the use of the IRS mileage reimbursement rate to compensate employees and board members for use of personal vehicle for district business.
24. Designate Capital Markets Advisors, LLC as District Fiscal Advisors.
25. Designate Hawkins, Delafield and Wood as Bond Counsel.
26. Designate Nawrocki Smith LLP as Internal Auditor.
27. Designate R.S. Abrams & Co. LLP as External Auditor.
28. Designate Deans Archer & Co., CPA as Claims Auditor.
29. Designate JAG Architect as Architect.
30. Designate Giambalvo, Giammarese & Stalzer as Special Education State Reporting Consultant.
31. Designate Insight Environmental Inc. as Environmental Consultants.
32. Designate Omni Financial Group as the third party administrator of 403(b) and 457 plans.
33. Authorize the Superintendent of Schools to certify payroll for the 2011-2012 school year.
34. Authorize, in the absence of the Superintendent of Schools, the Director of Finance & Operations to certify payroll for the 2011-2012 school year.
35. Authorize the President of the Board of Education to certify the District annual payroll to the Civil Service Commission.
36. Authorize the Director of Finance & Operations to serve as the school district purchasing agent.
37. Approve Roseanne C. Melucci to serve as backup purchasing agent at times that the District Purchasing Agent is out-of-district.
38. Authorize the Board President to sign the contract with BOCES for services for the 2011-2012 school year.
39. Authorize the Board President, Superintendent and Director of Finance and Operations to sign contracts with the lowest responsible bidders for transportation services and other commodities and services as appropriate.
40. Authorize, in the absence of the President of the Board of Education, the Vice President of the Board of Education to be the presiding officer of meetings and further authorize the Vice President of the Board of Education to execute any and all documents in the absence of the Board President, upon which the Board has taken action.
41. Authorize the attendance at conferences, conventions and workshops by members of the Board of Education and Superintendent during the 2011-2012 school year.
42. Authorize the Superintendent to approve the attendance at conferences, conventions and workshops of district employees during the 2011-2012 school year.
43. Authorize the Superintendent to apply for grants during the 2011-2012 school year.
44. Authorize the Director of Finance and Operations to extend summer transportation contracts at the Consumer Price Index with the following: First Students, Inc., Veteran's Transportation Company Inc. and Suburban Bus Transportation Inc.
45. Authorize the Following Petty Cash Funds:

| | | |
|---------------|--|----------------------|
| | East Rockaway High School..... | Doreen |
| Johnson..... | \$100 | |
| | Centre Avenue School..... | Maria |
| Treglia..... | \$100 | |
| | Rhame Avenue School..... | Antonella |
| Keane..... | \$100 | |
| | Pupil Personnel (ERHS)..... | Maureen |
| Iadevaio..... | \$100 | |
| | District Office (Business Office)..... | Denise Lobascio..... |

| | |
|--------------|--|
| \$100 | District Office (Board of Education). Mary Volino..... |
| \$100 | Curriculum and Technology..... Linda |
| Jarmel..... | \$100 |
| | Food Service..... Charlene |
| Fried..... | \$100 |
| | After School Program..... Sheri |
| Hummel..... | \$100 |
| | Custodial Office..... Kathleen |
| Keating..... | \$100 |
| | Summer School..... Marilyn |
| Brekke..... | \$100 |

46. Authorize the Following Persons to Sign Checks:

Vivian Zhang..... District Treasurer
 Roseanne C. Melucci..... Superintendent
 Vincent D'Amico Assistant Business Manager
 _____ or successor..... President, Board of Education
 East Rockaway UFSD
 Marilyn VonBraunsberg..... Extra Classroom Activities Central Treasurer

47. Authorize the Superintendent of Schools to approve budget transfers in an amount not to exceed \$5,000.

48. Action Agenda

A. Personnel Items

1. Upon the recommendation of the Superintendent, correct Personnel Item No. 17 on the June 14, 2011, agenda to read as follows:

Upon the recommendation of the Superintendent, approve the appointment of Francesca DeVivo to the position of summer monitor, effective July 4, 2011, through August 12, 2011, at the Step 9 hourly salary established by the East Rockaway Food Service and Monitors Union agreement for the 2011 – 2012 school year.

2. Upon the recommendation of the Superintendent, rescind Personnel Item No. 20, b. from the June 14, 2011 agenda (temporary appointment of Esterina Morreale, substitute teacher aide, effective July 1, 2011, through August 12, 2012); and approve the appointment of Esterina Morreale to the position of special education summer school teacher aide, effective July 1, 2011, through August 12, 2011, at the hourly salary established by the East Rockaway Teacher Aides Association contract for the 2011– 2012 school year.
3. Upon the recommendation of the Superintendent, accept the resignation of Matthew Kolman from the position junior varsity soccer coach, effective June 30, 2011.
4. Upon the recommendation of the Superintendent, approve the fall coaching assignments more fully set forth on the attached 2011-2012 Coaching Schedule at the stipend salary set forth in the East Rockaway Teachers Association contract for the 2011 – 2012 school year.
5. Upon the recommendation of the Superintendent, approve the appointment of Eileen Weidman to the position of special education teacher for summer CSE/CPSE meetings, effective July 1, 2011, through August 31, 2011, at the hourly salary set forth in the East Rockaway Teachers Association contract for the 2011-2012 school year.
6. Upon the recommendation of the Superintendent, approve the probationary appointments of Kirsten Miolan to the position of elementary teacher, (tenure area: elementary; certification status: initial), effective September 1, 2011, through August 31, 2014, at the MA, Step 1, annual salary set forth in the East Rockaway Teachers Association contract for the 2011-2012 school year.
7. Upon the recommendation of the Superintendent, approve the probationary appointments of Brianne Dooley to the position of elementary teacher, (tenure area: elementary; certification status: initial), effective September 1, 2011, through August 31, 2014, at the MA, Step 1, annual salary set forth in the East Rockaway Teachers Association contract for the 2011-2012 school year.
8. Upon the recommendation of the Superintendent, approve the probationary appointments of Hannah Park to the

position of elementary teacher, (tenure area: elementary; certification status: initial), effective September 1, 2011, through August 31, 2014, at the MA, Step 1, annual salary set forth in the East Rockaway Teachers Association contract for the 2011-2012 school year.

9. Upon the recommendation of the Superintendent, approve the probationary appointments of Marissa Green to the position of elementary teacher, (tenure area: elementary; certification status: initial), effective September 1, 2011, through August 31, 2014, at the MA, Step 1, annual salary set forth in the East Rockaway Teachers Association contract for the 2011-2012 school year.
10. Upon the recommendation of the Superintendent, approve the following permanent substitute teacher appointments, effective September 6, 2011, through June 30, 2012, at the per diem salary established by the East Rockaway Board of Education on the non-contractual salary schedule for the 2011-2012 school year.

| | | |
|--------|----------------------------|--------------------------|
| School | Marisa Rascionato..... | East Rockaway Jr/Sr High |
| School | Allison McKeon..... | East Rockaway Jr/Sr High |
| | Cindy Dower..... | Rhame Avenue |
| | Diana Manz..... | Centre Avenue |
| | Angela Bond (.5 FTE)..... | Centre Avenue |
| | Dana Zingale (.5 FTE)..... | Centre Avenue |

11. Upon the recommendation of the Superintendent, approve the following temporary assignments upon the terms and conditions established by the East Rockaway Board of Education:

- a. Michael Velentin, substitute cleaner, effective July 6, 2011
- b. Joyce Ginocchio, substitute teacher, effective September 6, 2011

12. Upon the recommendation of the Superintendent, approve the continuation of the “emergency, conditional” personnel appointments for the following individuals pending receipt of notification of their fingerprint clearance from the State of New York, Department of Education:

- a. Nancy Abrego
- b. Samantha Perugini

B. Other Items

1. Approve the participation in cooperative bids for:

- athletic equipment reconditioning (LIMCPG)
- custodial and facility items - Rockville Centre Cooperative
- cafeteria
- banking depository – Long Island Municipal Banking Consortium (L.I.M.B.)
- automotive supplies, materials, parts and services – Long Beach UFSD
- services provided by Nassau BOCES

2. Approve the re-adoption of all current policies and regulations.

3. Approve the re-adoption of Investment Policy No. ER 004.6.

4. Approve the free and reduced lunch program income eligibility schedule for the 2011-2012 school year.

5. Approve the following vendors for the 2011-2012 school year for the services indicated and authorize the Board President to execute the resulting service contracts:

| Vendor | Service |
|-----------------------------------|--|
| 1 Bio Sense Pest Management, Inc. | Pest Control Services/Termite Management |

| | | |
|----|-----------------------------------|---|
| 2 | Capital Computers | WinCap Financial Software |
| 3 | Capital Markets Advisors, LLC | Financial Advisory Services |
| 4 | Centris Group LLC | RTIm Direct |
| 5 | Custom Computer Specialists, Inc. | Campus Managed Services |
| 6 | Deans Archer & Co, CPA | Internal Claims Auditor |
| 7 | DN Private Consulting Inc. | Investigative services (residency) |
| 8 | Dr. James Tolle | Hearing Officer / Superintendent Hearings |
| 9 | Dr. Richard Addes, D.O. | School Physician |
| 10 | Frazer & Feldman | General Counsel |
| 11 | Giambalvo, Giammarese & Stalzer | Special Education State Reporting Consultants |
| 12 | Infinite Campus, Inc. | Software Licensing – IEP Direct |
| 13 | Island Elevator | Elevator Repair Services |
| 14 | LICADD | Employee Assistance Program |
| 15 | Nawrocki Smith LLP | Drug, Alcohol, Counseling |
| 16 | Omni Financial Group | Internal Auditors |
| 17 | Royal Recycling | 403b and 457 management services |
| 18 | RS Abrams & Co LLP | Recycling Services |
| 19 | Scarsdale Security Systems | External Auditor |
| 20 | Verizon | Building Security |
| 21 | Village of Lynbrook | Service Plan |
| | | Fuel |

6. Approve the agreement with NCD Communications Inc. (NYS Contract PT65993) for cabling services and authorize the President of the Board of Education to execute the agreement on behalf of the East Rockaway Board of Education.

7. Approve the following resolution:

Whereas, the following service providers for Tax Shelter Annuities are approved by the Board of Education:

| SERVICE PROVIDERS | TYPE OF PLAN |
|--------------------------------|--------------|
| ING/Aetna Opportunity Plus | 403b |
| Equitable Life Assurance | 403b |
| Fidelity Retirement Services | 403b |
| Legend Service Corporation | 403b |
| Mutual Financial Services | 403b |
| Travelers | 403b |
| NYS Deferred Compensation Plan | 457 |

BE IT RESOLVED, the employees who work 1000 hours in a school year or expect to work 1000 hours in an ensuing school year are eligible to make contributions to a tax deferred annuity under IRS code 403b or 457.

8. Approve the following resolution for purpose of adopting coverage provided by §18 of the New York State Public Officers law.

BE IT RESOLVED, that the Board of Education of the East Rockaway School District hereby adopts the coverage provided by §18 of the New York State Public Officers law for the following job titles: members of the board of education, the superintendent of schools, the director of finance and operations, the director of pupil personnel services, the director of curriculum and technology and the director of facilities. The adoption of this provision is intended to supplement and not supplant the protection available to such employees by virtue of already existing statutory provisions or other sources. Such coverage shall include, but not be limited to, being called to testify as a witness or to answer questions concerning their acts or omissions within the scope of their office, agency or employment before a Grand Jury, the Office of the District Attorney, or other law enforcement official. Nothing herein contained shall be construed to authorize or require defense or indemnification to a member of the board of education, the superintendent of schools, the director of finance and operations, the director of pupil personnel services, the director of curriculum and technology and the director of facilities, who has been identified as a defendant in a pending criminal prosecution, or where such individual or the school district has reason to believe that such individual is a target in a criminal investigation or prosecution by the Office of the District Attorney or other law enforcement entity. This benefit shall not be available to and shall not cover any employee serving in any of the job titles listed herein who is represented for

collective bargaining purposes by a duly designated collective bargaining agent unless and until such coverage is negotiated with the collective bargaining agent representing said employee. The superintendent or her designee shall take steps necessary to obtain insurance protection against the potential liability to the district arising out of the adoption of this provision.

9. Declare obsolete the dynamite communication M3device and authorize the donation of said equipment to Student ID No. 180005708.
10. Approve the terms of the "Purchase Option" under the Technology Project Contract #2-147097 with Nassau BOCES and authorize the President of the Board of Education to execute the purchase option on behalf of the East Rockaway Board of Education.
11. Approve the following resolution:

BE IT RESOLVED that the Board of Education of the East Rockaway Union Free School District approves the terms of the Letter Agreement dated June 15, 2011, between the Board of Education and the East Rockaway Administrators' Association, correcting an omission of Step 4 to the salary schedule for the newly established Director of Guidance position in the East Rockaway Administrators bargaining unit agreement, and authorize the Superintendent of Schools to execute the Letter Agreement on behalf of the East Rockaway Board of Education.

12. Accept the following donations:

1. One Hundred (\$100.00) Dollars from Margaret Veltre for the purchase of books for first and second graders in the Centre Avenue Library.
2. Fifteen (15) Stealth Powerflex Rackets valued at Five Hundred (\$500.00) Dollars from Morley Athletic Supply Company in recognition of East Rockaway High School's participation in a mascot competition conducted by Cablevision.
3. Portable Scorer Table valued at One Thousand Five Hundred (\$1,500.00) Dollars and personalized banner from MSG Varsity Network in recognition of East Rockaway High School's finishing in 3rd place in the mascot competition conducted by Cablevision.

13. Approve the following resolution:

BE IT RESOLVED, that the East Rockaway School District hereby approves the terms of the Letter of Agreement dated July 5, 2011, with Nassau BOCES for the BoTIE Network, a shared service proposed through Nassau County's 21st Century Demonstration Grant, which will provide Nassau County school districts with Gigabit connectivity, through fiber optic bundling, for Internet and voice services;

BE IT FURTHER RESOLVED, that the President of the Board of Education is authorized to execute the Letter of Agreement on behalf of the East Rockaway Board of Education, and further authorizes the District Clerk to file a certified copy of this resolution with Nassau BOCES.

14. Declare obsolete for the purpose of disposal and/or recycling the following books:

| Quantity | Title | Publisher | Copyright |
|----------|----------------------------------|---------------------------|-----------|
| 42 | April Morning | Bantom Books | 1961 |
| 5 | The American Heritage Dictionary | Dell Publishing Co., Inc. | 1983 |
| 7 | Webster's New World Dictionary | Warner Books | 1984 |
| 25 | The House on Mango Street | Vintage Contemporaries | 1984 |

15. Approve the following resolution:

BE IT RESOLVED that the 2012 reorganizational meeting of the Board of Education shall be held on July 7, 2012.

C. Budget Transfers

1. Upon the recommendation of the Superintendent, the Board of Education approves the following budget transfers:

1. Transaction No. 12-0001

49. Approve CSE Recommendations

50. Approve CPSE Recommendations

51. Policy Matters for Adoption:

- | | |
|----------------|------------------------------|
| 1. ER 000 | Mission Statement and Goals |
| 2. ER 001.4 | Equal Opportunity |
| 3. ER 007.6321 | HIV/AIDS |
| 4. ER 001.5 | Accountability |
| 5. ER 002.35 | Board Self-Evaluation |
| 6. ER 003.22 | Evaluation of Superintendent |

52. Superintendent's Report

53. Privilege of the Floor

54. Board Member Comments

55. Adjournment