

Minutes of the Regular Meeting of the Board of Education, Island Trees Union Free School District, Town of Hempstead, County of Nassau, Levittown, New York. The meeting was held at the Stephen E. Karopczyc School, 74 Farmedge Road, Levittown, New York, on Wednesday, January 23, 2013.

The meeting was called to order by Ms. Patricia Mahon, President, at 7:00 PM.

**MEMBERS PRESENT:** Ms. Patricia Mahon, President  
Mrs. Kristen Daum (arrived 7:29 PM)  
Mr. Daniel Donahue  
Mrs. Kim McDonough  
Mrs. Barbara Medellin  
Mr. Kenneth Rochon  
Mr. George Storm

**ALSO PRESENT:** Dr. Charles J. Murphy, Superintendent of Schools  
Dr. Arlene Genden Sage, Assistant Superintendent for Special Ed.  
Mrs. Susan Hlavenka, Assistant Superintendent for Business  
Mr. Richard Guercio, General Legal Counsel  
Mrs. Randy Glasser, General Legal Counsel  
Mrs. Concetta Carr, District Clerk

**EXECUTIVE:  
SESSION:** On **Motion** of Mr. Donahue, seconded by Mrs. McDonough, and unanimously carried (7-0), the Board of Education recessed into Executive Session at 7:00 PM to discuss collective bargaining issues regarding the CSEA Clerical Unit.

The meeting returned from Executive Session at approximately 7:32 PM.  
The meeting resumed with the public at 7:33PM.

**PLEDGE OF  
ALLEGIANCE:** Ms. Mahon led the pledge of allegiance to the flag followed by a moment of silence for our troops around the world.

**MINUTES:** Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rochon, seconded by Mrs. Medellin, and unanimously carried (7-0) to approve the following minutes.

Work Session & Executive Session– December 12, 2012  
Regular Meeting & Executive Session – December 19, 2012  
Committee on Special Education – December 12 14, 18, 19, 21, 2012, and  
January 7, 8, 2013  
Committee on Preschool Special Education – December 6, 13, 20, 2012, and  
January 3, 2013

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### **VISITORS**

**COMMENTS:** None

### **ACTION ITEMS**

1. **Board of Education Acceptance of Donation to Island Trees Fine & Performing Arts Dept.**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. Medellin, seconded by Mrs. Daum, and unanimously carried (7-0) to accept a donation in the amount of \$500 from Mr. David Franklin, 86 Fairview Avenue, Port Washington, NY 11050, through the Time Warner Employee Grant Program, to the Island Trees Fine & Performing Arts Dept., increasing budget line 2840.450.12.0040, and directs that a letter be sent from the Board of Education thanking him for his generosity.

2. **Board of Education Approval to Declare Surplus and Dispose of Items from Island Trees Memorial Middle School and Michael F. Stokes Elementary School Libraries**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. Daum, seconded by Mrs. McDonough, and unanimously carried (7-0) to approve to declare surplus and dispose of the following items from the Island Trees Memorial Middle School and Michael F. Stokes Elementary School libraries:

RCA Television, Model #F27636BC, Serial #811614255, IT Tag: 100672  
HP Printer, Model Laserjet 5P, Serial #USFB257781, IT Tag: 7001876/100668  
Lexmark Printer, Model #2050, Serial #11-D0341  
OPAC Printer – HP Laserjet 2200

3. **Board of Education Approval to Declare Surplus and Dispose of Library Books from the Michael F. Stokes School**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (7-0) to approve to declare surplus and dispose of library books that are obsolete or in poor condition from the Michael F. Stokes School as it sees fit pursuant to the State Education Department's recommended procedures.

4. **Board of Education Approval of Health Service Agreements for 2012-2013 School Year**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Storm, seconded by Mr. Donahue, and unanimously carried (7-0) to hereby approve entering into the Health Service Agreements with the following school districts for the

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2012-2013 school year, and authorizes the Board President to sign such contracts subject to review and approval by District Counsel:

Hempstead Union Free School District  
Seaford Union Free School District  
Syosset Central School District

**5. Board of Education Approval of Extra-Classroom Activity Clubs**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Mr. Rochon, and unanimously carried (7-0) to approve the Extra-Classroom Activity Clubs, Science Olympiad and Varsity Badminton, and authorizes the Board President to sign the club charters presented.

**6. Board of Education Acceptance of 2011-2012 Single Audit Report**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rochon, seconded by Mrs. Medellin, and unanimously carried (7-0) to accept from R.S. Abrams & Co., LLP, the Single Audit Report for the fiscal year ended June 30, 2012, as presented.

**7. Board of Education Approval of Budget Transfer – Occupational Education**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. Medellin, seconded by Mrs. Daum, and unanimously carried (7-0) to approve a budget transfer in the amount of \$73,000.00 as follows to accommodate student placements in vocational education programs:

		<u>From</u>	<u>To</u>
A2280.490-94	BOCES Occupational Education	\$30,000.00	
A9060.800-96	Health Insurance	\$43,000.00	
A2280-470-94	Levittown Occ. Ed.		\$73,000.00

**8. Board of Education Acceptance of Donations to the Robotics Club**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. Daum, seconded by Mrs. McDonough, and unanimously carried (7-0) to accept the donations totaling \$1,950.00 from organizations/individuals, as detailed below, for credit to the Robotics Club student activity account in support of student participation in the robotics competition, and that a letter from the Board of Education be sent to each contributor thanking them for their support:

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<u>Organization</u>	<u>Donation Amount</u>
Ock Investments Management Co., LLC	\$500.00
Island Recreational	\$500.00
New Millennium Canine Creation	\$200.00
Perma Iron Craft Corp.	\$500.00
Mitchell & Melody Wiener	\$250.00

**9. Board of Education Approval of Partial Year Transportation Bid Award with WE Transport Inc.**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (7-0) to approve the transportation contract with WE Transport Inc. in the amount of \$7,338.23 as presented for regular school year transportation services beginning on 1/15/2013 and ending on 06/29/2013, and authorizes the Board President to sign said contract when presented.

**10. Board of Education Approval of Mileage Reimbursement Rate**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Storm, seconded by Mr. Donahue, and unanimously carried (7-0) to approve to establish the mileage reimbursement rate for the 2012-2013 school year to be the rate determined by the IRS, the current rate of 56.5 cents per mile (an increase of 1 cent per mile over prior rate) be approved effective January 1, 2013.

**11. Board of Education Approval of Participation in the National Cooperative Purchasing Alliance**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Mr. Rochon, and unanimously carried (7-0) to approve the following resolution for the 2012-2013 school year:

WHEREAS the Board of Education of the Island Trees School District of New York State wishes to participate in the National Cooperative Purchasing Alliance conducted by Region 14 Education Service Center in Abilene, Texas, for the purchase of technology products and services included on the Technology Solutions Bid, Bid #01-11, as authorized by and in accordance with the Education Law and General Municipal Law; and

WHEREAS, a number of public agencies, after a competitive solicitation and selection process by a Lead Agency, Region 14 Education Center, wish to solicit proposals for Technology Solutions for the 2012-2013 school year (and any renewal period) in accordance with the applicable provisions of General Municipal Law; and

WHEREAS, the public agencies have agreed to register as Participating Public Agencies of the National Cooperative Purchasing Alliance (NCPA) for this purpose; and

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WHEREAS , the School District is desirous of participating in NCPA for joint solicitation of proposals for Technology Solutions as authorized by General Municipal Law, Section 119-o.

NOW THEREFORE BE IT RESOLVED that the Board of Education authorizes the School District to participate in the cooperative bid for Technology Solutions, Bid #01-11, made available by NCPA.

### **12. Board of Education Approval of Special Education Services Contract for the 2012-2013 School Year**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rochon, seconded by Mrs. Medellin, and unanimously carried (7-0) to approve the special education services contract with Oyster Bay – East Norwich CSD, and authorizes the Board President to sign such contract, subject to review and approval by District Counsel.

### **13. Board of Education Approval of High School Field Trip to the Bodies Exhibit in New York City**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. Medellin, seconded by Mrs. Daum, and unanimously carried (7-0) to approve the Island Trees High School field trip to the Bodies Exhibit in New York City on April 4, 2013, at a cost to the students of \$40 per student.

### **14. Board of Education Approval of High School Field Trip to Dorney Park in Allentown, Pennsylvania**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. Daum, seconded by Mrs. McDonough, and unanimously carried (7-0) to approve the Island Trees High School field trip to Dorney Park in Allentown, Pennsylvania, on May 17, 2013 (raindate May 31, 2013), at a cost to the students of \$62.00 per student.

### **15. Board of Education Approval of Award for Maintenance & Repair of District Fleet Vehicles**

A **Motion** was made by Mr. Rochon, and seconded by Mrs. Daum, to reject all bids for the Maintenance & Repair of District Fleet Vehicles.

### **16. Board of Education Acceptance of Award for Commercial Real Estate Appraisal Fee**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (7-0) to accept the proposal provided by Breslin Appraisal Co., Inc. to provide a real estate appraisal of 74 Farmedge Rd. at a fee of \$4,750.00 with additional services to be available to the district

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(upon request) at an hourly rate of \$350.00, and authorizes the issuance of a purchase order for said services.

### **17. Board of Education Approval of Drivers Education Instruction Contract**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Storm, seconded by Mr. Donahue, and unanimously carried (7-0) to approve to renew the Drivers Education Instruction contract for summer, fall, and spring sessions to KP Drivers Education in the amount of \$125.00 per student for the instructional and administrative portion of the program, and to Fitzgerald Driving School in the amount of \$275.00 per student for the in-car instruction portion of the program, and authorizes the Board President to sign said contract extensions for the 2013-2014 school year. The extension represents no cost to the District as the \$400.00 combined program cost is fully paid by the Drivers Education students.

### **18. Board of Education Approval of Award for Replacement of Hot Water Heater at the Michael F. Stokes Elementary School**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Mrs. Medellin, and unanimously carried (7-0) to approve to award RFQ#673.013.005, Replacement of Hot Water Heater at the Michael F. Stokes Elementary School, to JPC Plumbing & Heating, Inc., 90 Plainfield Road, Albertson, NY 11507, in the amount of \$13,225.00, and to authorize the district to issue a purchase order as detailed.

### **19. Board of Education Acceptance of Revised Policy #2310 – Regular Meetings**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rochon, seconded by Mrs. Medellin, and unanimously carried (7-0) to accept the revised Regular Meetings Policy #2310, as presented.

### **20. Board of Education Acceptance of Revised Policy #2340 – Notice of Meetings**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. Medellin, seconded by Mrs. Daum, and unanimously carried (7-0) to accept the revised Notice of Meetings Policy #2340, as presented.

### **21. Board of Education Acceptance of Revised Policy #4000 – Student Learning Standards and Instructional Guidelines**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. Daum, seconded by Mrs. McDonough, and unanimously carried (7-0) to accept the revised Student Learning Standards and Instructional Guidelines Policy #5440, as presented.

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**22. Board of Education Acceptance of New Policy #9647 – Disclosure of Employee Misconduct/Whistleblower Policy**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (7-0) to accept the new Disclosure of Employee Misconduct/Whistleblower Policy #9647, as presented.

**23. Board of Education Acceptance of New Policy #5441 –Breathalyzer Testing – First Reading**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Storm, seconded by Mr. Donahue, and unanimously carried (7-0) to accept as a first reading the new Breathalyzer Testing Policy #5441, as presented.

**24. Board of Education Approval of Personnel Report**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Mr. Rochon, and unanimously carried (7-0) to approve, as presented, the Personnel Report dated January 23, 2013, 1 through 68 inclusive.

**25. Board of Education Approval of Use of Buildings**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rochon, seconded by Mrs. Medellin, and unanimously carried (7-0) to approve the use of buildings or fields by the following community and school organizations for the 2012-2013 school year subject to the limitations of policy and regulation:

Nassau Approved Umpires Assn.  
Island Trees Youth Wrestling  
Nassau BOCES  
Cub Scout Pack 600  
Island Trees Baseball  
Island Trees JV Basketball Team  
Island Trees Soccer Club  
Island Trees Dollars for Scholars  
Island Trees Memorial Middle School Drama Club  
Girl Scout Troop 3529  
American Legion Post 1711  
Nassau County Soccer Officials  
Island Trees USSSA/ABA Sports

## **FINANCIAL REPORT**

The Board of Education accept the Financial Report for November, 2012, as presented.

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**DISCUSSION**

1. School Elections – School Security – Dr. Murphy expressed the districts concern with school security during all elections. Instead of moving the election sites, the Board decided that we should come up with a possible security plan (limit use of exits and entrances, beef up security, police presence).

**COMMENTS  
FROM VISITORS  
(OLD & NEW**

**BUSINESS:** None

**EXECUTIVE  
SESSION:**

On **Motion** of Mr. Rochon, seconded by Mrs. Medellin, and unanimously carried (7-0), the Board adjourned to Executive Session at 7:50 PM to discuss personnel issues regarding the February Recess.

**RETURN TO  
REGULAR  
SESSION:**

On **Motion** of Mrs. Daum, seconded by Mrs. Medellin, and unanimously carried (7-0), the Board came out of Executive Session at 8:30 PM.

**ADJOURNED:**

On **Motion** of Mr. Rochon, seconded by Mr. Donahue, and unanimously carried (7-0), the meeting adjourned at 8:30 PM.

Respectfully submitted,

Concetta Carr  
District Clerk

Minutes approved \_\_\_\_\_