

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, May 22, 2013.

The meeting was called to order by Ms. Patricia Mahon, President, at 7:03 PM.

MEMBERS PRESENT: Ms. Patricia Mahon, President
Mr. Kenneth Rochon, Vice President (arrived 7:12 PM)
Mr. Daniel Donahue
Mrs. Kim McDonough
Mr. George Storm

ABSENT: Mrs. Kristen Daum
Mrs. Barbara Medellin

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
Mrs. Randy Glasser, General Legal Counsel
Mrs. Concetta Carr, District Clerk

**EXECUTIVE:
SESSION:** On **Motion** of Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (5-0), the Board of Education recessed into Executive Session at 7:03 PM to discuss personnel issues.

The meeting returned from Executive Session at approximately 7:25 PM.
The meeting resumed with the public at 7:30 PM.

**PLEDGE OF
ALLEGIANCE:** Ms. Mahon led the pledge of allegiance to the flag followed by a moment of silence for the victims in Oklahoma.

MINUTES: Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rochon, seconded by Mrs. McDonough, and unanimously carried (5-0) to approve the following minutes.

Special Meeting/Budget Discussion & Executive Session– April 2, 2013
Work Session, Special Meeting & Executive Session – April 17, 2013
Regular Meeting & Executive Session – April 24, 2013
Committee on Special Education – April 16, 18, 22, 23, 30, May 2, 6, 7, 8, 2013
Sub-Committee on Special Education – April 17, 24, 2013
Committee on Preschool Special Education – April 11, 18, 25, 29, May 7, 2013

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RECOGNITION

1. Cathryn Kramer, a sixth grader at the Island Trees Memorial Middle School, was awarded a citation from Senator Kemp Hannon for being named a finalist in the “There Ought To Be a Law” contest. Dr. Roger Bloom, Island Trees Memorial Middle School Principal, said a few words commending Cathryn. Cathryn was presented with a Certificate of Recognition from the Board of Education.
2. Cara Lauber, Michael F. Stokes School Librarian, was recognized for receiving tenure at Island Trees. Dr. Murphy stated that Cara truly deserves receiving tenure and does a wonderful job at Island Trees. Ms. Lauber was presented with a Certificate of Recognition from the Board of Education.

Dr. Murphy announced that the PTA put together refreshments, which were served at the end of the meeting to honor our newly tenured librarian. Dr. Murphy thanked the PTA.

VISITORS

COMMENTS: None

ACTION ITEMS

1. **Board of Education Approval of Island Trees High School AP Economics Field Trip to Central Park**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (5-0) to approve the Island Trees High School AP Economics Class Field Trip to Central Park in New York City on May 30, 2013, at a cost to the students of \$15 per student.

2. **Board of Education Approval of Substantial Completion for High School Site Reconstruction Work**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Storm, seconded by Mr. Donahue, and unanimously carried (5-0) to approve the Certificate of Substantial Completion on the project listed below on the recommendation of the project architects, BBS, and authorizes the Superintendent of Schools to sign said certificates:

Schedule of Project:

SED Project #0003-035 Site Reconstruction – I.T. High School

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3. Board of Education Approval of Substantial Completion for High School P.A. System & Site Reconstruction

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Mr. Rochon, and unanimously carried (5-0) to approve the Certificate of Substantial Completion on the P.A. System & Site Reconstruction listed below on the recommendation of the project architect, Burton, Behrendt, & Smith, and authorizes the Superintendent of Schools to sign said certificates.

Schedule of Project:

SED Project #0003-035 P.A. System & Site Reconstruction – I.T. High School

4. Board of Education Award of RFP for Real Estate Broker Services and Approval of Exclusive Agency Agreement with Oxford & Simpson Realty Services, Inc.

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rochon, seconded by Mrs. McDonough, and unanimously carried (5-0) to award RFP #673.013.007 - Real Estate Broker Services to Oxford & Simpson Realty Services, Inc., and approves entering into an Exclusive Agency Agreement with Oxford & Simpson Realty Services, Inc., and authorizes the Board President to sign such agreement, subject to review and approval by District Counsel.

5. Board of Education Approval to Declare Surplus and Dispose of Obsolete Equipment from the Island Trees High School Library

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (5-0) to approve to declare surplus and dispose of a battery pack --SMART-UPS 700: Model #SU700BX120; Serial #WS9932000197; Island Trees Tag 00005531 – from the Island Trees High School Library, subject to assessment by I.T. Department.

6. Board of Education Approval to Declare Surplus and Dispose of Library Books from Island Trees Memorial Middle School and Michael F. Stokes School

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Storm, seconded by Mr. Donahue, and unanimously carried (5-0) to approve to declare surplus and dispose of library books that are obsolete or in poor condition from the Island Trees Memorial Middle School and Michael F. Stokes School as it sees fit pursuant to the State Education Department's recommended procedures.

7. Board of Education Approval of Amended Leary Scholarship Award

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Mr. Rochon, and unanimously carried (5-0) to approve that the Leary Scholarship award, established in March 2013, be amended to allow an annual High

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School award in the amount of \$500.00 to be given in addition to the previously approved 4th grade award. The High School scholarship shall be in the amount of \$500.00 and shall be awarded annually to a deserving high school student to be chosen by Jay Leary or his designee(s).

8. Board of Education Approval of Textbook Central Agreement

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rochon, seconded by Mrs. McDonough, and unanimously carried (5-0) to approve the agreement with Textbook Central to provide textbook distribution services for District residents attending non-public schools for the 2013-2014 school year, and authorizes the Board President to sign said agreement subject to review and approval by District Counsel.

9. Board of Education Rejection of RFQ for Reconditioning Athletic Equipment

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (5-0) to reject all proposals received on RFQ #673.013.009, dated April 22, 2013, for Reconditioning of Athletic Equipment.

10. Board of Education Approval of Budget Transfer – BOCES Codes

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Storm, seconded by Mr. Donahue, and unanimously carried (5-0) to approve budget transfers, within various BOCES codes, in the aggregate amount of \$60,000.00 as presented, representing no change in the approved General Fund budget total.

		<u>Transfer to</u>	<u>Transfer From</u>
A1621.490-96	BOCES Services – Plant & Facilities	52,500.00	
A2110.490-20	BOCES: Outdoor Educ. MS	7,500.00	
A2110.490-94	BOCES-Misc. Programs		7,500.00
A5581.490-96	BOCES Transportation Services		52,500.00
		<u>60,000.00</u>	<u>60,000.00</u>

To re-align budget funds within BOCES Codes

11. Board of Education Approval of Sick Day Donation Agreement – Frank Corona

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Mr. Rochon, and unanimously carried (5-0) to approve the Sick Day Donation Agreement on behalf of Frank Corona for one calendar year, May 22, 2013, to May 22, 2014, as presented, and authorizes the Board President to sign such agreement.

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12. Board of Education Approval of Report of Chief Inspectors of Election

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rochon, seconded by Mrs. McDonough, and unanimously carried (5-0) to review the tabulation contained in the report of the Chief Inspectors of Election and declares the result of the ballot as presented.

13. Board of Education Approval of RFP Award – Special Education Related Educational Services

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (5-0) to approve to award RFP #673.012.013, Special Education Related Educational Services, to the responding vendors on an as needed basis during the 2013-2014 school year.

14. Board of Education Approval of RFQ – Custodial Uniforms

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Storm, seconded by Mr. Donahue, and unanimously carried (5-0) to approve to award RFQ #673.013.012, Custodial Uniforms, to De-Signs Of The Times, 217 Swan Place, Levittown, NY 11756, as presented, and to authorize the district to issue a purchase order for Custodial Uniforms to be used in the 2012-2013 school year.

15. Board of Education Ratification of Island Trees Principals' Association Memorandum of Agreements

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Mr. Rochon, and unanimously carried (5-0) to ratify the Memorandum of Agreements between the Island Trees Principals' Association and the Island Trees Union Free School District dated May 21, 2013.

16. Board of Education Approval of Personnel Report

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rochon, seconded by Mrs. McDonough, and unanimously carried (5-0) to approve, as presented, the Personnel Report dated May 22, 2013, 1 through 68 inclusive.

17. Board of Education Approval of Use of Buildings

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (5-0) 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:

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Nassau Section 8 Girls Soccer
Island Trees Elementary & PTA Council
Island Trees Class of 2015
Island Trees Wrestling
Island Trees Soccer Club

FINANCIAL REPORT

The Board of Education accepted the Financial Report for March, 2013, as presented.

**COMMENTS
FROM VISITORS
(OLD & NEW
BUSINESS):**

None

**EXECUTIVE
SESSION:**

On **Motion** of Mr. Rochon, seconded by Mrs. McDonough, and unanimously carried (5-0), the Board adjourned to Executive Session at 7:45 PM to discuss personnel issues.

**RETURN TO
REGULAR
SESSION:**

On **Motion** of Mr. Storm, seconded by Mr. Donhue, and unanimously carried (5-0), the Board came out of Executive Session at 7:55 PM.

ADJOURNED:

On **Motion** of Mr. Rochon, seconded by Mrs. McDonough, and unanimously carried (5-0), the meeting adjourned at 7:55 PM.

Respectfully submitted,

Concetta Carr
District Clerk

Minutes approved _____