

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, December 14, 2011.

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

**MEMBERS PRESENT:** Ms. Patricia Mahon, President  
Mr. Kenneth Rochon, Vice President (arrived 7:08 PM)  
Mrs. Kristen Daum  
Mr. Daniel Donahue  
Mrs. Kim McDonough  
Mrs. Barbara Medellin  
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  
Mrs. Randy Glasser, General Legal Counsel  
Ms. Kathryn Maier, General Legal Counsel  
Mrs. Concetta Carr, District Clerk

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

The meeting returned from Executive Session at approximately 7:28 PM.  
The meeting resumed with the public at 7:30 PM.

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

**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, Special Meeting & Executive Session – November 9,  
2011  
Regular Meeting & Executive Session – November 16, 2011  
Committee on Special Education – November 7, 10, 17, 18, 23, 29,  
December 1, 2011  
Committee on Preschool Special Education – November 10, 15, 17,  
December 1, 2011

**PERFORMANCE  
BY CHAMBER**

**ORCHESTRA:** The Island Trees High School Chamber Orchestra, led by Mrs. Leiann McGrory, played two selections for the Board of Education and the audience.

**RECOGNITION:** Miss Kina Higgins was recognized for being the writer of the Island Trees High School Drama Production, "The Average Lives of Wayton High."

Ms. Claudia Connor, Mrs. Mary Kiernan, Ms. Maria Federico, and Mr. Brian Higgins (not in attendance) were recognized for their involvement in the New York State English Council "Renaissance Faire" Program of Excellence.

**COMMENTS  
FROM**

**VISITORS:** None

**ACTION ITEMS**

**1. Board of Education Approval of Winter Track Team Bus Trips to the Bronx**

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 bus trips for the Island Trees Winter Track Teams to the Armory Track and Field Center in the Bronx on the dates listed below:

The Hispanic Games	January 7, 2012
Archbishop Molloy Stanner Games	January 14, 2012
New Balance Games	January 21, 2012

**2. Board of Education Approval of Island Trees Memorial Middle School 8<sup>th</sup> Grade Social Studies Field Trip to Lincoln Center**

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 request for the Island Trees Memorial Middle School 8<sup>th</sup> grade social studies field trip to Lincoln Center to see the theatrical production, *War Horse*, on Wednesday, February 29, 2012, at a cost to the students of approximately \$82.

3. **Board of Education Approval to Declare Surplus and Dispose of Typewriter from 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 an IBM Selectric Typewriter, Serial #670511-4541056, from the Michael F. Stokes Elementary School.

4. **Board of Education Approval of Budget Transfer**

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 a budget transfer in the amount of \$45,000 from the Health Insurance code to the Legal Services code to cover the cost of unanticipated litigation items.

		<u>From</u>	<u>To</u>
A9060.800-96	Health Insurance	45,000.00	
A1420.400-96	Legal Services		45,000.00

5. **Board of Education Approval of Extra-Classroom Activity Club Charters**

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 Club charters as presented, and authorizes the Board President to sign the charters.

Island Trees High School  
Athletes Helping Athletes

Memorial Middle School  
Dance for Your Health  
Home & Careers Club  
Kickline (MMS)  
Scrap Book Club  
Student Leader

6. **Board of Education Approval of Award for Servicing & Maintenance of Drywells, Catchbasins and Wastelines**

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 to award RFQ #673.012.006, Servicing & Maintenance of Drywells, Catchbasins and Wastelines, to

Park Line Asphalt Maintenance, Inc., as presented, and to authorize the Board President to enter into a contract for said services for the 2011-2012 school year.

**7. Board of Education Approval of Award for General Pump Repairs and Maintenance**

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 to award RFQ #673.012.005, General Pump Repairs and Maintenance, to D&D Electric Motors & Compressors at the rates stated below, and to authorize the Board President to enter into a contract for said services for the 2011-2012 school year:

Technician Labor Rate - \$52.00 per hour

**8. Board of Education Approval of Award for Servicing of Outdoor Lighting**

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 award RFQ #673.012.007, Servicing of Outdoor Lighting, to E.M.I. Inc. at the rates stated below, and to authorize the Board President to enter into a contract for said services for the 2011-2012 school year:

Labor Rate - \$58.50 per hour

Bucket Truck - \$10.00 per hour

**9. Board of Education Rejection of Bid Award for the Federal Food Service Program**

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 reject all bids received on Bid #673.012.004, dated November 18, 2011, for the Federal Food Service Program.

**10. Board of Education Acceptance of OASAS Drug Abuse Services 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 accept grant funding under the OASAS (Office of Alcoholism and Substance Abuse Services ) in the amount of \$31,193.00 per year for the 2011 and 2012 calendar years, and authorizes the Board President to sign a two-year contract with Nassau County for said grant, subject to review and approval by District Counsel.

**11. Board of Education Approval of Medical Leave Stipulation for a District Employee**

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 medical leave stipulation with the employee discussed in executive session and authorizes the Board President to execute same.

**12. Board of Education Approval of New Policy #5281 – Selection/Classification**

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 new Selection/Classification Policy #5281, as presented.

**13. Board of Education Approval of Revised Policy #5285 – Student Eligibility for Occupational Education – First Reading**

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 as a first reading the revised Student Eligibility for Occupational Education Policy #5285, as presented.

**14. Board of Education Approval of New Policy #1051 – School Board Elections-Poll Watchers – First Reading**

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 as a first reading the new School Board Elections-Poll Watchers Policy #1051, as presented.

**15. Board of Education Approval of Special Education Services Contract with Summit School for the 2011-2012 School Year**

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 special education services contract with Summit School for the 2011-2012 school year, which was reviewed and approved by District Counsel, and authorizes the Board President to sign such contract.

**16. Board of Education Approval of EXCEL Funds – Grant Disbursement Agreement**

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 the Amended and Restated Grant Disbursement Agreement with the Dormitory Authority

of the State of New York and authorizes the Board President to sign such agreement, subject to review and approval by District Counsel.

**17. Board of Education Approval to Declare Surplus District Vehicle**

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 to declare surplus the 1990 Ford Bronco, vehicle ID# 1FMEU15YLLB10893, and authorizes JIMCO Repairs Inc. to store the vehicle, at no cost to the District, for the purpose of providing spare parts to another 1990 Ford Bronco owned by the District.

**18. Board of Education Approval of Emergency Purchase Order**

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 payment of the following emergency purchase order:

1. \$1,225.63 to Servpro of Great Neck/Pt. Washington, 207 Mineola Avenue, Suite 810, Roslyn Heights, NY 11577, for the emergency oil/water clean up due to hot water heater failure at J. Fred Sparke Elementary School.

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

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, as presented, the Personnel Report dated December 14, 2011, items 1 through 54 inclusive.

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

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 use of buildings or fields by the following community and school organizations for the 2011-2012 school year subject to the limitations of policy and regulation:

Class of 2012  
Stokes PTA  
I.T. High School Baseball  
Jostens Inc.  
Island Trees Youth Wrestling  
Island Trees PTSA  
Island Trees Travel Baseball  
New York State School Music Association  
Levittown Athletic Club

Island Trees High School Basketball Pasta Party  
Girl Scouts of Nassau County

**FINANCIAL REPORT**

The Board of Education accepted the Financial Report for October, 2011, as presented.

Mr. Michael Kearns, District Treasurer, addressed the Board and audience. He spoke about old outstanding checks that have been cleared and the current interest rate market. He also mentioned that our internal auditors recently discovered bank fraud at another district. He recommended that we institute ACH blocks and Positive Pay to protect our District against fraud.

**COMMENTS  
FROM VISITORS  
(OLD & NEW**

**BUSINESS):** A resident asked a question about Agenda Item #12 –  
Selection/Classification policy.

A resident made a comment about labor costs.

**ANNOUNCEMENTS:** Ms. Mahon thanked the PTA Council for the new table drapes.  
Ms. Mahon thanked the PTA Council for “Light the Night.”  
Ms. Mahon wished everyone “Happy Holidays.”

**EXECUTIVE  
SESSION:**

On **Motion** of Mr. Rochon, seconded by Mrs. McDonough, and  
unanimously carried (7-0), the meeting adjourned to Executive Session at  
8:10 PM. to discuss contract negotiations and personnel matters.

**RETURN TO  
REGULAR  
SESSION:**

On **Motion** of Mr. Storm, seconded by Mrs. Daum, and unanimously  
carried (7-0), the members came out of Executive Session at 10:14 PM.

**ADJOURNED:**

On **Motion** of Mr. Rochon, seconded by Mr. Storm, and unanimously  
carried (7-0), the meeting adjourned at 10:14 PM.

Respectfully submitted,

Concetta Carr  
District Clerk

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