

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 17, 2014.

The meeting was called to order by Mr. Daniel Donahue at 7:00PM.

MEMBERS PRESENT: Mr. Daniel Donahue, President
Mr. Paul Giambona, Vice President
Mrs. Kristen Daum
Mr. Brian Fielding
Mrs. Kim McDonough
Mrs. Barbara Medellin
Mr. Michael T. Rich, Jr.

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. Elizabeth Roemer, Admin. for Ed. Progs., Literacy & Staff Devel.
Mr. Richard Guercio, General Legal Counsel
Mrs. Randy Glasser, General Legal Counsel
Mrs. Tara Kahn, General Legal Counsel
Mrs. Concetta Carr, District Clerk

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

The meeting returned from Executive Session at approximately 7:30 PM.
The meeting resumed with the public at 7:32 PM.

HOLIDAY

PERFORMANCE: A holiday performance by students from the high school chorus and chamber orchestra, under the supervision of Mrs. Susan Oliveto, Chairperson of the Fine and Performing Arts Department, was enjoyed by all.

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

MINUTES: 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 following minutes:

Work Session and Executive Session – November 12, 2014
Regular Meeting and Executive Session – November 19, 2014

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Committee on Special Education – November 6, 13, 20, 25, December 1, 2014
Committee on Preschool Special Education – November 13, 20, December 3, 2014

VISITORS

COMMENTS: None

ACTION ITEMS

1. **Board of Education Approval to Declare Surplus and Dispose of Library Books from Island Trees Memorial Middle School**

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

2. **Board of Education Approval to Declare Surplus and Dispose of Equipment from Michael F. Stokes School**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Giambona, seconded by Mrs. McDonough, and unanimously carried (7-0) to approve to declare surplus and dispose of three (3) 3M model 9060 overhead projectors and 1 overhead cart that have become obsolete from the Michael F. Stokes School.

3. **Board of Education Approval of Participation in the National Joint Powers Alliance (NJPA)**

On **Motion** of Mrs. McDonough, seconded by Mr. Fielding, and unanimously carried (7-0), this item will be postponed until the next Board meeting in January.

4. **Board of Education Approval of Transfer of Funds – Curriculum Projects**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Fielding, seconded by Mr. Rich, and unanimously carried (7-0) to approve the transfer of funds in the amount of \$46,254.00 from payroll and benefit codes to the BOCES Curriculum code as presented to accommodate curriculum writing projects done through BOCES in an aidable project code. The transfer represents no change in the overall 2014-15 budget amount.

5. **Board of Education Approval of Transfer of Funds – Module Printing**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by

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Mr. Rich, seconded by Mrs. Medellin, and unanimously carried (7-0) to approve the transfer of funds in the amount of \$50,000.00 from the Textbook code to the BOCES Student Program code as presented to allow for the purchase of printed New York State Modules in lieu of textbooks. The transfer represents no change in the overall 2014-2015 budget amount.

6. Board of Education Approval of Appropriation of Funds Per Inter-Municipal Agreement

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 appropriation of funds in the amount of \$15,100.00, increasing budget line 1621.500-98, for the purpose of purchasing a homerun fence storage trailer and renovating the girls' softball dugout area, the cost of which will be offset by a donation from Nassau County as previously accepted at the May, 2014, Board of Education meeting.

7. Board of Education Approval of Transfer of Funds

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mrs. Daum, seconded by Mr. Giambona, and unanimously carried (7-0) to approve the transfer of funds in the amount of \$46,200.00 from the BOCES Occupational Education code to various codes as presented to accommodate unanticipated repairs and rebalance instructional accounts.

8. Board of Education Approval of Transfer of Funds – Legal

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Giambona, seconded by Mrs. McDonough, and unanimously carried (7-0) to approve the transfer of funds in the amount of \$25,000.00 from the Health Insurance code to the Legal Services code to cover the cost of unanticipated litigation items.

9. Board of Education Approval of Joint Municipal Cooperative Bidding Program

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

WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

WHEREAS, the Island Trees Union Free School District, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the

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areas mentioned above pursuant to General Municipal Law §119-o and Education Law Section 1950; and

WHEREAS, the Participant is a municipality within the meaning of General Municipal Law §119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.

BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

BE IT FURTHER RESOLVED that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

BE IT FURTHER RESOLVED that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o-2-j.

BE IT FURTHER RESOLVED that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

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10. Board of Education Approval of Approved Special Education Program (SEDCAR Flow-Through Contract) for the 2014-2015 School Year

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Fielding, seconded by Mr. Rich, and unanimously carried (7-0) to hereby approve entering into agreement with the following Approved Special Education Program for the 2014-2015 school year, and authorizes the Board President to sign such contract, which has been reviewed and approved by District Council:

Interdisciplinary Center for Child Development

11. Board of Education Approval of Island Trees High School Music Field Trip to the High Note Music Festival and Great Adventure Park

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rich, seconded by Mrs. Medellin, and unanimously carried (7-0) to approve the request for the Island Trees High School music (orchestra, chorus and band) field trip to the High Note Music Festival in Freehold, New Jersey, and Great Adventure Park in Jackson, New Jersey, on Friday, May 29, 2015, at a cost to the students of approximately \$85 per student.

12. Board of Education Approval of Affordable Care Act Consulting Services – Seneca Consulting Group

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 entering into a contract with Seneca Consulting Group for consulting services related to the Affordable Care Act, subject to review and approval of District Counsel. Said contract in the amount of \$14,500.00 for the initial year's Full Responsibility Plan is in accordance with BOCES Shared Service RFP#2354.

13. Board of Education Approval of Affordable Care Act Compliance & Implementation Adoption of 4980H Measurement & Stability Periods

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

WHEREAS, on March 23, 2010, the Patient Protection and Affordable Care Act (“ACA”) was enacted into federal law; and

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WHEREAS, the ACA added a new Section 4980H to the Internal Revenue Code requiring employers with more than fifty (50) full-time employees to offer affordable minimum essential coverage which provides minimum value, as those terms are defined within the ACA and its implementing regulations, to its full-time employees, as that term is defined within the ACA and its implementing regulations, or pay a penalty tax; and

WHEREAS, the Island Trees Union Free School District is a large employer subject to the provisions of Section 4980H; and

WHEREAS, Section 4980H is currently scheduled to become effective beginning January 1, 2015;

WHEREAS, on February 12, 2014, the Internal Revenue Service and the U.S. Treasury Department published final federal regulations further outlining covered employers' obligations under the new Section 4980H of the Internal Revenue Code; and

WHEREAS, Section 4980H-3 of the final regulations (26 C.F.R. § 4980H-3) allows for the use of a look-back measurement method for determining employees' hours of service and full-time status for purposes of Section 4980H; and

WHEREAS, pursuant to Section 4980H-3 of the final regulations, in order to avail itself of the look-back measurement method, an employer must determine the initial measurement period, standard measurement period, administrative period, and corresponding stability periods the employer will use;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby adopts the look-back measurement method for measuring hours of service and calculating full-time status of all District employees;

AND BE IT FURTHER RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby designates the following measurement periods, administrative period(s), and correspondent stability period(s):

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Employee Type	Measurement Period	Administrative Period	Stability Period
All new, variable-hour employees	<i>Initial Measurement Period:</i> Twelve (12) calendar months, which shall begin on the first day of the first month following the employee's start date	One (1) month period beginning immediately at the end of the initial measurement period and which shall continue through the end of the first full calendar month beginning on or after the end of the initial measurement period	Twelve (12) calendar months, to begin immediately after the administrative period
All ongoing employees	<i>Standard Measurement Period:</i> Twelve (12) Months, measured from November 1 through October 31	Two (2) months period from November 1 through December 31	Twelve (12) calendar months beginning immediately after the administrative period on January 1 and continuing until December 31

AND BE IT FURTHER RESOLVED, that the Superintendent of Schools and the Assistant Superintendent for Business are hereby authorized and directed to take such action as is necessary to apply said measurement periods, administrative periods, and stability periods, in accordance with District policy, Federal and State law and regulations, and the applicable provisions of pertinent collective bargaining agreements.

14. Board of Education Authorization to Participate in the School Nutrition and Meal Cost Study

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Giambona, seconded by Mrs. McDonough, and unanimously carried (7-0) to authorize the Board President to sign the Memorandum of Understanding with Mathematica Policy Research to conduct a School Nutrition and Meal Cost Study on behalf of the United States Department of Agriculture, subject to review and approval by District Counsel.

15. Board of Education Approval of Building Conditions Survey Award

Upon the recommendation of the Superintendent of Schools, and in accordance with the District's RFP for Architectural/Engineering Services, 2015 Buildings Condition Survey, Comprehensive Facility Evaluation and Five-Year Capital Facilities Plan, RFP #673.015.002, a **Motion** was made by Mrs. McDonough, seconded by Mr. Fielding, and unanimously carried (7-0) to approve to award a professional services contract to MJG Architect as per their proposal presented on October 8, 2014, and authorizes the Board President to sign said contract, subject to review and approval by District Counsel.

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16. Board of Education Approval of Personnel Report

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Fielding, seconded by Mr. Rich, and unanimously carried (7-0) to approve, as presented, the Personnel Report dated December 17, 2014, 1 through 102 inclusive.

17. Board of Education Approval of Use of Buildings

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Rich, 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 2014-15 school year subject to the limitations of policy and regulation:

Island Trees Baseball/Softball
Island Trees Baseball
Cub Scout Pack 600
New York Blue Fire Softball

FINANCIAL REPORT

The Board of Education accepted the Financial Report for October, 2014, as presented.

**COMMENTS
FROM VISITORS
(OLD & NEW**

BUSINESS): None

ADJOURNED: On **Motion** of Mr. Giambona, seconded by Mrs. Daum, and unanimously carried (7-0), the meeting was adjourned at 7:52 PM.

Respectfully submitted,

Concetta Carr
District Clerk

Minutes approved _____