

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 18, 2013

The meeting was called to order by Mr. Kenneth Rochon, President, at 7:00 PM.

MEMBERS PRESENT: Mr. Kenneth Rochon, President
Mrs. Kristen Daum, Vice President
Ms. Patricia Mahon
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
Mr. Richard Guercio, General Legal Counsel
Mrs. Concetta Carr, District Clerk

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

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

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

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

Work Session, & Executive Session – November 13, 2013
Regular Meeting & Executive Session – November 20, 2013
Committee on Special Education – November 7, 12, 21, 2013
Committee on Preschool Special Education – November 7, 21, December 3, 2013

BOARD OF EDUCATION MEETING

December 18, 2013

VISITORS

COMMENTS: None

RECOGNITION

1. The Island Trees High School Robotics Team was recognized by the Board of Education for taking first place in the Incredible Bionic Man Challenge competition sponsored by the Smithsonian Channel and Cablevision. Their entry was a bionic arm-hand combination constructed from household items. The team and Dr. Andrew Sass, Advisor, were presented with certificates by the Board of Education.

ACTION ITEMS

1. **Board of Education Approval of Island Trees Robotics Club Team Trip to Incredible Bionic Man Challenge Competition in Washington DC**

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 trip to Washington DC for a team from the Island Trees Robotics Club to attend as a finalist in the Incredible Bionic Man Challenge competition sponsored by the Smithsonian Channel and Cablevision.

2. **Board of Education Acceptance of Donation of a Spot Light from the Island Trees Wrestling Booster 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 donation of a spot light plus hardware, valued at \$750.00, for the high school gym from the Island Trees Wrestling Booster Club, and directs that a letter be sent from the Board of Education thanking them for their generosity.

3. **Board of Education Acceptance of Donation of Jackets from the Island Trees Wrestling Booster Club**

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 donation of jackets to the high school wrestling team from the Island Trees Wrestling Booster Club, valued at \$1,450, and directs that a letter be sent from the Board of Education thanking them for their generosity.

4. **Board of Education Approval to Declare Surplus and Dispose of Excess Athletic Equipment from the Island Trees Memorial Middle School**

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

BOARD OF EDUCATION MEETING

December 18, 2013

Mr. Storm, seconded by Mr. Donahue, and unanimously carried (7-0) to approve to declare surplus and dispose of a Concept II Indoor Rower, Island Trees Tag #7001218, from Island Trees Memorial Middle School Athletics.

5. **Board of Education Approval to Declare Surplus and Dispose of Technology Equipment from the Island Trees Memorial Middle School**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Ms. Mahon, and unanimously carried (7-0) to approve to declare surplus and dispose of broken/outdated technology equipment from the Island Trees Memorial Middle School basement, as presented.

6. **Board of Education Approval to Declare Surplus and Dispose of Library Books from J. Fred Sparke School and Island Trees Memorial Middle School**

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

7. **Board of Education Approval to Declare Surplus and Dispose of Calculators from Island Trees High School**

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 declare surplus and dispose of twenty-seven (27) broken TI-84 graphing calculators from Island Trees High School.

8. **Board of Education Approval to Declare Surplus and Dispose of Obsolete Social Studies Books from Island Trees High School**

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 social studies books from Island Trees High School as it sees fit pursuant to the State Education Department's recommended procedures.

9. **Board of Education Approval to Add the Bethpage Tribune as an Official Newspaper of the District for the 2013-2014 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 to add the Bethpage Tribune as an official newspaper for legal advertisements of the District, along with the Levittown Tribune and Newsday, for the 2013-2014 school year.

BOARD OF EDUCATION MEETING

December 18, 2013

10. Board of Education Approval of Professional Development Plan for 2011-2015

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 the Island Trees School District Professional Development Plan for the school years 2011-2015.

11. Board of Education Authorization of “Best Value” Method of Procurement

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Ms. Mahon, and unanimously carried (7-0) to hereby authorize the purchase and procurement of apparatus, materials, equipment and supplies and services related to the installation, maintenance or repair of such apparatus, materials, equipment and supplies, the cost of which exceeds \$20,000, on the basis of the “best value” exception to the competitive bidding requirements of the General Municipal Law, and consistent with all other applicable requirements of the General Municipal Law.

12. Board of Education Approval of Regular School Year Transportation Bid Award

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Ms. Mahon, seconded by Mrs. Medellin, and unanimously carried (7-0) to approve to award the transportation contract, as presented, for regular school year transportation services as per the SENTCO bid dated December 4, 2013, and authorizes the Board President to sign said contract when presented.

Contract Information:

IT Contract No.	Contractor	Amount	Bid Date
675.014.024	WE Transport	\$0.00	12/4/2013

13. Board of Education Acceptance of the Revised Special Education District Plan

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 Special Education District Plan, as presented.

14. Board of Education Approval of Contract with Houghton Mifflin Harcourt Professional Development

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 contract with Houghton Mifflin Harcourt for professional development related to the “Go Math” implementation at Michael F. Stokes School, J. Fred Sparke School, and Island Trees Memorial Middle School for up to six (6) sessions at a maximum rate of \$2,800 per day, and authorizes the Board President to sign said contract, subject to review and approval by District Counsel.

BOARD OF EDUCATION MEETING

December 18, 2013

15. Board of Education Approval of Agreement for a District Employee

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 hereby approve the Agreement, regarding the employee discussed in executive session, and hereby authorizes the President of the Board of Education to execute said Agreement on behalf of the Board.

16. Board of Education Acceptance of Revised Policy #1120, School District Records, and Policy #1120-R, School District Records Regulation - 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 revised School District Records, Policy #1120, and School District Records Regulation, Policy #1120-R, as presented.

17. Board of Education Acceptance of Revised Policy #5500, Student Records; Policy #5500-R, Student Records Regulation; and Policy #5500-E.1, Family Education Rights and Privacy Act (FERPA) Notice Regarding Access to Student Records and Student Information – First Reading

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Ms. Mahon, and unanimously carried (7-0) to accept as a first reading the revised Student Records, Policy #5500; Student Records Regulation, Policy #5500-R, and Family Education Rights and Privacy Act (FERPA) Notice Regarding Access to Student Records and Student Information, Policy #5500-E.1, as presented.

18. Board of Education Acceptance of New Policy #9180, Staff Use of Personal Electronic Devices for Work-Related Duties – First Reading

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Ms. Mahon, seconded by Mrs. Medellin, and unanimously carried (7-0) to accept as a first reading the new Staff Use of Personal Electronic Devices for Work-Related Duties, Policy #9180, as presented.

19. Board of Education Acceptance of New Policy #9520.2 – Family and Medical Leave, and Policy #9520.2-R – Family and Medical Leave Regulation – 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 new Family and Medical Leave, Policy #9520.2, and Family and Medical Leave Regulation, Policy #9520.2-R, as presented.

BOARD OF EDUCATION MEETING

December 18, 2013

20. Board of Education Approval of Personnel Report

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, as presented, the Personnel Report dated December 18, 2013, 1 through 107 inclusive.

21. 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 (7-0) to approve the use of buildings or fields by the following community and school organizations for the 2013-2014 school year subject to the limitations of policy and regulation:

Island Trees Youth Wrestling
TPR Education LLC DBA The Princeton Review
Nassau BOCES
Island Trees Travel Baseball
Levittown Fire Department
Girl Scouts of Nassau County Troop 3310
Nassau Approved Umpires Association

FINANCIAL REPORT

The Board of Education accepted the Financial Report for September and October, 2013, as presented.

COMMENTS FROM VISITORS (OLD & NEW BUSINESS):

None

EXECUTIVE SESSION:

On **Motion** of Mr. Donahue, seconded by Mr. Storm, and unanimously carried (7-0), the meeting was adjourned to Executive Session at 8:04 PM to discuss a transportation contract and personnel issue.

RETURN TO REGULAR SESSION:

On **Motion** of Mr. Storm, seconded by Mrs. McDonough, and unanimously carried (7-0), the members reconvened into Regular Session at 8:20 PM.

ACTION ITEM:

A **Motion** was made by of Mr. Storm, seconded by Mrs. McDonough, and unanimously carried (7-0) to rescind the resolution for Action Item #14 (Board of Education Approval of Contract with Houghton Mifflin Harcourt Professional Development) voted on in regular session.

BOARD OF EDUCATION MEETING

December 18, 2013

**RETURN TO
EXECUTIVE
SESSION:**

On **Motion** of Mr. Storm, seconded by Mr. Donahue, and unanimously carried (7-0), the meeting was reconvened into Executive Session at 8:20 PM.

**RETURN TO
REGULAR
SESSION:**

On **Motion** of Mrs. Daum, seconded by Mrs. McDonough, and unanimously carried (7-0), the meeting came out of Executive Session at 8:56 PM.

ADJOURNED:

On **Motion** of Mrs. Daum, seconded by Mrs. Medellin, and unanimously carried (7-0), the meeting was adjourned at 8:56 PM.

Respectfully submitted,

Concetta Carr
District Clerk

Minutes approved _____