

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 19, 2012

The meeting was called to order by Ms. Patricia Mahon, President, at 6:58 PM.

**MEMBERS PRESENT:** Ms. Patricia Mahon, President  
Mrs. Kristen Daum  
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 (arrived 6:59 PM)  
Mrs. Randy Glasser, General Legal Counsel (arrived 6:59 PM)  
Mrs. Concetta Carr, District Clerk

**EXECUTIVE:  
SESSION:** On **Motion** of Mrs. McDonough, seconded by Mrs. Daum, and unanimously carried (7-0), the Board of Education recessed into Executive Session at 6:58 PM to discuss collective bargaining issues regarding the U.T.I.T., CSEA Custodial Unit, and CSEA Clerical Unit.

The meeting returned from Executive Session at approximately 7:29 PM.  
The meeting resumed with the public at 7:30PM.

**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 and to remember the 26 souls that were lost in Sandy Hook, Connecticut.

**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 7, 2012  
Regular Meeting & Executive Session – November 14, 2012  
Committee on Special Education – November 13, 15, 20, 27, 28, December 4, 2012  
Committee on Preschool Special Education – November 15, 29, 2012

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### **COMMENTS**

#### **FROM**

**VISITORS:** None

### **ACTION ITEMS**

1. **Board of Education Approval of Island Trees Memorial Middle School Fifth Grade Field Trip to Historic Philadelphia**

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 request for the Island Trees Memorial Middle School fifth grade field trip to Historic Philadelphia on Wednesday, April 3, 2013, at a cost to the students of \$85.00 per student.

2. **Board of Education Approval of Winter Track Invites**

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 bus trips for the following Winter Track Invites listed below:

Jim Mitchel Invite	Armory, NYC	December 14, 2012
Bishop Loughlin Games	Armory, NYC	December 15, 2012
Track Univ. Invite	Armory, NYC	December 28, 2012
Milrose Trials	Armory, NYC	January 16, 2013
New Balance Games	Armory, NYC	January 26, 2013

3. **Board of Education Approval of High School Field Trip to Metropolitan Museum of Art**

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 Island Trees High School field trip to the Metropolitan Museum of Art on January 15, 2013, at a cost to the students of \$24 per student.

4. **Board of Education Approval of Donation from Dr. Dennis Leon to the Island Trees Fine and Performing Arts Department**

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 a donation in the amount of \$1,000 from Dr. Dennis Leon, DVM of the Levittown Animal Hospital, 2703 Hempstead Tpke., to the Island Trees Fine and Performing Arts Department to be

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used for the annual musical theater production, and directs that a letter be sent from the Board of Education thanking him for his generosity.

5. **Board of Education Approval of Donation from Eagle Scout Candidate, Kevin Welsh, to the Michael F. Stokes “Reading Garden” Project**

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 accept a donation in the amount of \$71 from Kevin Welsh, representing surplus funds raised for his Eagle Scout project, “Reading Garden,” at Michael F. Stokes Elementary School, to be used to purchase additional plants and flowers in the spring, and directs that a letter be sent from the Board of Education thanking him for his generosity.

6. **Board of Education Approval of Donation of Weight Lifting Sled**

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 a donation of a weight lifting sled to the district from Mr. Eugene Vinberg, valued at approximately \$750, and directs that a letter be sent from the Board of Education thanking him for his generosity.

7. **Board of Education Approval of Special Education Services Contracts for the 2011-12 and 2012-13 School Years**

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 special education services contracts with Hope House, Inc., which were reviewed and approved by District Counsel, for the 2011-12 and 2012-13 school year, and authorizes the Board President to sign such contracts.

8. **Board of Education Approval to Adopt the Revised 2012-2013 School Calendar (Post Hurricane)**

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 adoption of the revised 2012-2013 school calendar (post hurricane), as presented

9. **Board of Education Approval of Certificate of Substantial Completion**

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

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Mrs. McDonough, seconded by Mr. Storm, and unanimously carried (7-0) to approve the Certificate of Substantial Completion on the projects listed below at the recommendation of the District architects, BBS, and authorizes the Board President to sign said certificates:

Schedule of Projects:

SED Project #0001-022 P.A.. System & Site Reconstruction – Stokes  
SED Project #0002-017 P.A.. System & Site Reconstruction – Sparke

**10. Board of Education Approval of Budget Transfer – Special Education**

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 \$18,720.00 between Special Education tuition codes to accommodate student placements.

		<u>From</u>	<u>To</u>
A2250.471-53	Tuition – Public Schools	\$18,720.00	
A2250.472-53	Tuition – Private Schools		\$18,720.00

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

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 budget transfers in various salary codes to adjust for building assignment changes/leave replacement adjustments, as presented, representing no change in the approved General Fund budget total.

<u>Account</u>	<u>Name</u>	<u>To</u>	<u>From</u>
A2020.150-10-0050	Supervisor of English	\$129,000.00	
A2020.150-60	Principal – ST	\$146,400.00	
A2110.130-20	Secondary Teacher - MS		\$175,400.00
A2250.160-20	Aide Salary – MS		\$100,000.00
A2250.150-10	Spec. Ed. Teacher – HS	\$91,616.52	
A2250.150-60	Spec. Ed. Teacher – ST	\$76,186.00	
A2250.150-50	Spec. Ed. Teacher – SP		\$42,730.00
A2250.150-20	Spec. Ed. Teacher – MS		\$125,072.52
A2825.150-50	School Counselor – SP	\$57,677.60	
A2825.150-60	School Counselor – ST	\$37,648.05	
A2810.150-10	Guidance Counselor – HS		\$95,325.65
		<u>\$538,528.17</u>	<u>\$538,528.17</u>

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**12. Board of Education Approval of Special Education Instructional Services Contract for the 2011-2012 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 instructional services contract with Farmingdale School District, which was reviewed and approved by District Counsel, for the 2011-2012 school year, and authorizes the Board President to sign such contract.

**13. Board of Education Approval of Sick Day Donation Agreement – Luigina Cava**

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 Sick Day Donation Agreement on behalf of Luigina Cava, as presented, and authorizes the Board President to sign such agreement.

**14. Board of Education Approval of License Agreement for Spring Drama Production**

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 license agreement and rental rider with R & H Theatricals for the rights to the *Sound of Music* to be performed by the Drama Club this spring, and authorizes the Board President to sign the said agreement, as presented.

**15. Board of Education Approval of Health Service Agreement for 2012-2013 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 hereby approve entering into the Health Service Agreement with the West Islip Union Free School District for the 2012-2013 school year, and authorizes the Board President to sign such contract subject to review and approval by District Counsel

**16. Board of Education Approval of Flex Plan – Third Party Administrator 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 approve the service agreement with Benefit Resource Inc. (Beniversal), third party administrator for the District's Flexible Benefit (Flex) Plan, and authorizes the Board President to sign said agreement. The cost of the agreement is wholly absorbed by Flex Plan participants and represents no cost to the district.

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17. **Board of Education Acceptance of Revised Policy #2310 – Regular Meetings – First Reading**

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 accept as a first reading the revised Regular Meetings Policy #2310, as presented.

18. **Board of Education Acceptance of Revised Policy #2340 – Notice of Meetings - First Reading**

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 as a first reading the revised Notice of Meetings Policy #2340, as presented.

19. **Board of Education Acceptance of Revised Policy #4000 – Student Learning Standards and Instructional Guidelines – 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 Learning Standards and Instructional Guidelines Policy #5440, as presented.

20. **Board of Education Acceptance of New Policy #9647 – Disclosure of Employee Misconduct/Whistleblower Policy – 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 Disclosure of Employee Misconduct/Whistleblower Policy #9647, as presented

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

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, as presented, the Personnel Report dated December 19, 2012, 1 through 79 inclusive.

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

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 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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Island Trees Football Booster Club  
Claudia Perri School of Dance  
Steppin N Style Dance Studio Inc.  
Island Trees Baseball  
Island Trees Travel Baseball  
Jostens Inc.  
Mickey Lebrecht Studio of Dance  
Girl Scouts Troop 3082  
Island Trees Soccer Club  
Island Trees Cardinal Youth Football  
Nassau County Civil Service Commission  
Island Trees Elementary PTA  
Levittown Athletic Club

### **FINANCIAL REPORT**

The Board of Education accepted the Financial Report for October, 2012, as presented.

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

A resident asked a question regarding security in the district.  
A resident/employee made a comment about district security guards who are active police officers.  
An employee made a comment about security at Stokes School.

### **EXECUTIVE SESSION:**

On **Motion** of Mr. Rochon seconded by Mrs. Medellin, and unanimously carried (7-0), the Board adjourned to Executive Session at 7:44 PM to discuss collective bargaining issues regarding the U.T.I.T., CSEA Custodial Unit, and CSEA Clerical Unit.

### **RETURN TO REGULAR SESSION:**

On **Motion** of Mr. Donahue, seconded by Mrs. Daum, and unanimously carried (7-0), the Board came out of Executive Session at 9:16 PM.

### **ADJOURNED:**

On **Motion** of Mrs. McDonough, seconded by Mrs. Medellin, and unanimously carried (7-0), the meeting adjourned at 9:16 PM.

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Respectfully submitted,

Concetta Carr  
District Clerk

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