

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, April 24, 2013.

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

**MEMBERS PRESENT:** Ms. Patricia Mahon, President  
Mr. Kenneth Rochon, Vice President  
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  
Mrs. Concetta Carr, District Clerk

**EXECUTIVE:  
SESSION:** On **Motion** of Mrs. McDonough, seconded by Mr. Donahue, and unanimously carried (7-0), the Board of Education recessed into Executive Session at 7:00 PM to discuss collective bargaining issues regarding the U.T.I.T. unit, and personnel issues regarding two staff members.

The meeting returned from Executive Session at approximately 7:28 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 the Boston area.

**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.

Special Meeting/Budget Discussion & Executive Session– March 6, 2013  
Work Session/Budget Discussion & Executive Session – March 13, 2013  
Regular Meeting & Executive Session – March 20, 2013  
Committee on Special Education – March 11, 12, 19, 20, 21, 22, 2013, April 2, 3, 4, 8, 9, 10, 11, 12, 2013  
Sub-Committee on Special Education – March 8, 13, 15, 22, 2013  
Committee on Preschool Special Education – March 7, 12, 14, 20, 21, April 4, 9, 2013

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### **RECOGNITION**

1. Brittany Wilson, an Island Trees High School senior, was recognized for being selected for the Educator Partner Award for 2013 from Nassau BOCES. Mr. Nicholas Grande, Principal, said a few words commending Brittany. Brittany was presented with a Certificate of Recognition from the Board of Education.
2. Ms. Sheryl Emigholz, second grade teacher at Stokes School, was recognized for her quick, life saving actions where she saved one of her students who was choking during lunch. Mr. Robert Harrington, Principal, said a few words commending Sheryl. Ms. Emigholz was presented with a Certificate of Recognition from the Board of Education.

### **VISITORS**

**COMMENTS:** None

### **ACTION ITEMS**

1. **Board of Education Approval of CSEA Holiday Calendar for the 2013-2014 School Year**

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 CSEA Holiday calendar for the 2013-2014 school year as presented.

2. **Board of Education Approval of Eagle Scout Project at Island Trees Memorial Middle 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 the Eagle Scout Project by Matthew Holt, where he is proposing to renovate the courtyard at the Island Trees Memorial Middle School.

3. **Board of Education Approval of Health Service Agreements 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 Agreements with the following school districts for the 2012-2013 school year, and authorizes the Board President to sign such contracts, subject to review and approval by District Counsel:

Westbury Union Free School District  
Hicksville Union Free School District  
North Merrick Union Free School District

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**4. Board of Education Approval of SCOPE License and Operating Agreements**

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 License Agreements between Island Trees UFSD and SCOPE as detailed below for the 2013-2014 school year and authorizes the Board President to sign such agreements subject to review and approval by District Counsel:

<u>Program Description</u>	<u>Annual Fee</u>	<u>Custodial Fee</u>	<u>Security Fee</u>
Preschool Program	\$10,174.22	\$10,977.23	\$20,000.00
Day Care Program	*None	*None	
Before & After School	*None	*None	

\*No fee is charged as the program is being conducted for the benefit of and primarily for the use of employees and residents of the District.

**5. Board of Education Approval of Three Island Trees Memorial Middle Student Athletes Moving Up to the Island Trees High School J.V. Girls' Softball Team.**

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 moving up three (3) Island Trees Memorial Middle School 8<sup>th</sup> grade student athletes to play on the Island Trees High School J.V. girls' softball team. Without this action, the J.V. girls' softball team would not have the players to field a team.

**6. Board of Education Approval of Budget Transfer – Maintenance & Repair**

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 a budget transfer in the amount of \$30,000 from the Transportation Contracts code to the Repair and Maintenance code to replenish funds used for unanticipated storm damage repair and security protection expenditures.

		<u>From</u>	<u>To</u>
A5540.400-96	Transportation Contracts	\$30,000.00	
A1621.520-98	Maintenance & Repair		\$30,000.00

**7. Board of Education Approval of Special Education Services Contract for the 2012-2013 School Year**

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 contract with Greenburgh-North Castle UFSD, which was reviewed and approved by District Counsel, and authorizes the Board President to sign such contract.

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**8. Board of Education Approval of RFQ Award – Electrical Repairs & Services**

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 #673.013.010, Electrical Repairs & Services, to FSG, 96 Station Plaza, Lynbrook, NY 11563, at the rates stated below, and authorizes the district to issue purchase orders to be used on an as needed basis for the contract period covered in this RFQ:

Foreman - \$64.00/per hour

Mechanic - \$59.00/per hour

Helper/Apprentice - \$30.00/per hour

**9. Board of Education Approval of Assistant Superintendent for Business Contract**

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 Assistant Superintendent for Business Contract on file with the District Clerk, superseding prior contracts; and authorizes the Board President to execute such contract.

**10. Board of Education Approval of School Lunch Computerized Point of Sale Meal Application Software Bid Award**

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 award RFQ #673.013.006, Computerized Point-of-Sale Meal Application Software to Heartland School Solutions (aka: NutriKids), 787 Elmgrove Road, Building 1, Rochester, NY 14264, and authorizes the Board President, upon presentation of contract reviewed and approved by District Counsel, to sign said contract. The total cost of the proposal, which includes hardware, software, training, as well as a three-year hardware warranty/software maintenance agreement, is \$35,145.00 and includes the award of the optional Menu Planning Software.

**11. Board of Education Approval of School Lunch Price Increase**

Upon the recommendation of the Superintendent of Schools, a **Motion** was made by Mr. Donahue, seconded by Mr. Rochon, and unanimously carried (7-0) that in accordance with the National School Lunch Program: School Food Service Account Revenue Amendments Related to the Healthy, Hunger-Free Kids Act of 2010, the Board of Education approved to establish school lunch prices for the 2013-2014 school year as follows:

Lunch Prices:

Elementary Schools	\$1.75 (Twenty-five cents per meal increase)
Memorial Middle School	\$2.00 (Twenty-five cents per meal increase)
High School	\$2.00 (Twenty-five cents per meal increase)

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### Lunch for a year program:

Elementary	\$290.00/year (\$30.00 annual increase)
Middle/High Schools	\$335.00/year (\$30.00 annual increase)

### **12. Board of Education Approval of Bid Award – Window Glazing Repairs, Parts & Replacement**

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 hereby authorize the Island Trees UFSD as lead participant of the School Buildings & Grounds Association Cooperative Bidding Consortium, award RFP #673.013.008, to Commercial Window Repair Solutions, Inc., 21 Ironstone Drive, Rochester, NY 14624, for Items #1, 2, 5 through 9, 11, 13, 14, and 31 through 33; The Window Group Inc., 19 Middlesworth Farm Road, Long Valley, NJ 07853, for Items #3, 4, 15 through 22, and 27 through 30; and T.P. Glass & Mirror Inc., 46 Satterie Avenue, Valley Stream, NY 11580, for Items #3, 10, 12, 23, 24, 25, and 26.

### **13. 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 April 24, 2013, 1 through 128 inclusive.

### **14. 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 2012-2013 school year subject to the limitations of policy and regulation:

Island Trees Travel Baseball Bulldogs 9U  
Island Trees Travel Baseball  
Island Trees Elementary PTA  
Island Trees Post Prom  
Island Trees Class of 2014

## **FINANCIAL REPORT**

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

## **DISCUSSION**

1. Mrs. Beth Roemer and Ms. Penny Fisher spoke about the ELA Core Curriculum exam. They explained what some of the issues were with the exam. Mrs. Roemer and Ms. Fisher

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will analyze the questions and passages so that they will know what types of questions to expect in the future.

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

A resident asked a question about the assessment tests.  
A resident asked a question about the music program.  
A resident asked a question about courses that are collapsed.  
A resident asked a question about the performing programs.

**EXECUTIVE  
SESSION:**

On **Motion** of Mr. Rochon, seconded by Mrs. Medellin, and unanimously carried (7-0), the Board adjourned to Executive Session at 8:16 PM to discuss personnel issues regarding staff members.

**RETURN TO  
REGULAR  
SESSION:**

On **Motion** of Mr. Storm, seconded by Mrs. McDonough, and unanimously carried (7-0), the Board came out of Executive Session at 9:43 PM.

**ADJOURNED:**

On **Motion** of Mr. Storm, seconded by Mrs. Medellin, and unanimously carried (7-0), the meeting adjourned at 9:52 PM.

Respectfully submitted,

Concetta Carr  
District Clerk

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