

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

***BOARD OF EDUCATION REORGANIZATION MEETING***

***July 7, 2010***

***7:00 PM***

**AGENDA**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Moment of Silence**

**I. ADMINISTRATION OF OATH**

**A. Administer Oath to Newly Elected Board Members**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the constitutional oath of office be administered to newly elected Board members, Mrs. Kristen Daum and Mrs. Barbara Medellin, by District Counsel.

**II. ELECTION OF OFFICERS**

**B. President of the Board of Education**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That \_\_\_\_\_ be elected President of the Board of Education of this District for the ensuing official year ending June 30, 2011.

A call for nominations \_\_\_\_\_

Vote:

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**C. Vice President of the Board of Education**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That \_\_\_\_\_ be elected Vice President of the Board of Education of this District for the ensuing official year ending June 30, 2011.

A call for nominations \_\_\_\_\_

Vote:

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**III. APPOINTMENT OF OFFICERS**

**A. District Clerk of the Board of Education**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Mrs. Concetta Carr be and is hereby appointed District Clerk of this District at the pleasure of the Board of Education during the 2010-2011 school year at the annual salary of \$12,000.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**B. Acting District Clerk of the Board of Education**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Mrs. Connie Ecker be and is hereby appointed Acting District Clerk of this District at the pleasure of the Board of Education to perform the duties of the District Clerk at her overtime rate in the absence of Mrs. Concetta Carr during the 2010-2011 school year.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**C. District Treasurer**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Michael T. Kearns be and is hereby appointed District Treasurer of this District at the pleasure of the Board of Education during the 2010-11 school year at the annual salary of \$14,400.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**D. Assistant Treasurer**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Dr. Arlene Genden Sage be and is hereby appointed Assistant Treasurer of this District at the pleasure of the Board of Education during the 2010-11 school year, to act only in the event the Treasurer is absent or unable to perform the duties of the position, and only to the extent that she provide the necessary stored financial computer data in disk format upon request. The Assistant Treasurer shall not have the authority to make or effectuate business, financial, payroll or Treasurer's decisions.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**E. Records Access Officer**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Susan Hlavenka be and is hereby appointed Records Access Officer of the Island Trees Union Free School District for the 2010-2011 school year.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**F. Compliance Officer**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Susan Hlavenka be and is hereby appointed Compliance Officer of the Island Trees Union Free School District for the 2010-2011 school year.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**G. Alternate Compliance Officer**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Peter Gibbons be and is hereby appointed Alternate Compliance Officer of the Island Trees Union Free School District for the 2010-2011 school year.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**IV. OTHER APPOINTMENTS**

**A. General Legal Counsel**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the law firm of Guercio & Guercio LLP be appointed General Legal Counsel at the pleasure of the Board of Education during the 2010-2011 school year, in accordance with the contract approved by the Board of Education, at the retainer of \$40,000, and an hourly rate of \$235 for litigation services, and authorizes the Board President to sign such agreement.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**B. Labor Counsel**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the law firm of Guercio & Guercio LLP be retained for legal services pertaining to labor issues and/or matters, and to provide representation in labor proceedings during the 2010-2011 school year in accordance with the contract Counsel at the pleasure of the Board of Education during the 2010-2011 school year, in accordance with contract approved by the Board of Education, at an annual retainer of \$30,000 and an hourly rate of \$225 for litigation services, and authorizes the Board President to sign such agreement.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**C. Bond Counsel**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Hawkins, Delafield & Wood LLP is hereby appointed Bond Counsel for the 2010-2011 school year.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**D. Internal Auditor**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the internal auditor for the school year 2010-2011 shall be Nawrocki Smith LLP at an annual fee of \$30,000, and authorizes the Board President to sign such agreement contingent upon review and approval of District Counsel.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**E. External Auditor**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the external auditor for the school year 2010-2011 shall be R.S. Abrams & Co. LLP at an annual fee of \$45,900, and authorizes the Board President to sign such agreement contingent upon review and approval of District Counsel.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**F. Claims Auditor**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the claims auditor for the school year 2010-2011 shall be Cerini & Associates at an annual fee of \$34,000, and authorizes the Board President to sign such agreement contingent upon review and approval of District Counsel.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**G. 403B/457 Third Party Administrator**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the District will engage the services of The Omni Group as the 403B/457 third party administrator for the school year 2010-2011 at an annual fee per contract schedule not to exceed \$8,525 for the school year, and authorizes the Board President to sign such agreement contingent upon review and approval of District Counsel.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**H. Accounting Services**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the District will engage the services of BookSmart Accounting, a division of Corporate Accounting Solutions, Inc., to provide accounting consulting services for the 2010-2011 fiscal year. The fees are as follows: The GASB 34 adjustments and the preparation of the District Financial Statements, Notes and MD& A will be charged at a flat rate of \$7,500. All work prior to preparation of GASB 34 adjustments and the Financial Statements including all monthly and quarterly work will be billed at an hourly rate of \$135 per hour, plus expenses. The Board President is authorized to sign such agreement contingent upon review and approval of District Counsel.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**I. Audit Committee**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, In accordance with the Laws of 2005, as set forth by the Office of the New York State Comptroller, the following are approved as members of the 2010-2011 Audit Committee:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**J. Inspectors of Election**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That pursuant to Section 2607 of the Education Law of the State of New York, the following parties are hereby appointed as Inspectors of Election for the Island Trees School District:

1. Concetta Carr
2. Anita Fusco
3. Patricia Lever

BE IT FURTHER RESOLVED, That the aforesaid Inspectors shall elect one of their number as Chairman and one as Poll Clerk. The third shall act as Deputy Chairman and Poll Clerk should either of the others not be available.

Motion made by \_\_\_\_\_  
 Seconded by \_\_\_\_\_  
 Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**K. School Physician**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Dr. Jeffrey Elfenbein is hereby appointed School Physician during the 2010-2011 school year at the total fee of \$21,000. He should name Island Trees as additional insured on both his general liability and professional liability policies. The Board President is authorized to sign such a contract contingent upon review and approval of District Counsel.

Motion made by \_\_\_\_\_  
 Seconded by \_\_\_\_\_  
 Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**V. DESIGNATIONS**

**A. Official Bank Depositories – All Funds**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the following bank is hereby designated as the Official Depository for the funds of the District for the 2010-2011 school year as per the deposit limits on file with the district:

**CAPITAL ONE BANK**

- Money Market Account
- General Fund (Checking)
- Lunch Fund
- Trust & Agency Fund
- Payroll Account
- Special Aid Fund
- Capital Fund
- Bond Fund (Checking)
- Bond Money Market
- Scholarship

BE IT FURTHER RESOLVED, That the Treasurer of the District may place such monies into Time Certificates/Savings Certificates that are available in the various funds of the District with Capital One Bank, Flushing Commercial Bank, TD Bank, and HSBC, and

BE IT FURTHER RESOLVED, That the Treasurer of the District shall report monthly all transactions necessitated by this resolution.

Motion made by \_\_\_\_\_  
 Seconded by \_\_\_\_\_  
 Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**B. Regular Board of Education Monthly Meetings**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the Regular Meetings of the Board of Education for the 2010-2011 school year will be on the following dates at 7:30 PM unless otherwise noted:

- September 29, 2010
- October 27, 2010
- November 17, 2010
- December 15, 2010
- January 26, 2011
- February 16, 2011

March 23, 2011  
April 27, 2011  
May 25, 2011  
June 22, 2011

A special date will be set in July for the annual District Reorganization Meeting.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**C. Official Newspapers**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the following newspapers are hereby designated as the official newspapers for legal advertisements of the District for the 2010-2011 school year:

- 1. Levittown Tribune
- 2. Newsday

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**VI. AUTHORIZATION**

**A. Certification of Payrolls**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the Assistant Superintendent for Business and, in his/her absence, the Superintendent be authorized to certify payrolls for the District for the 2010-2011 school year.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**B. Authorization for Purchasing Agent**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Patricia Guidice (Senior Account Clerk) be authorized as the Purchasing Agent for the District for the 2010-2011 school year.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**C. Authorization for Assistant Purchasing Agent**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Concetta Carr be authorized as the Assistant Purchasing Agent for the District for the 2010-2011 school year to act only in the event the Purchasing Agent is absent or unable to perform the duties of the position.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**D. Authorization to Establish Petty Cash Funds**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That in accordance with Section 1709, Subdivision 29 of the Education Law, the following procedure for the Petty Cash Funds shall be established for the 2010-2011 school year:

1. Petty Cash Funds in the amount of \$100 each shall be set up for the following:

- Superintendent of Schools
- Assistant Superintendent for Business
- Assistant Superintendent for Special Education
- Director of Curriculum
- Director of School Facilities and Operations
- Director of Food Services
- Principal of Island Trees High School

Principal of Island Trees Memorial Middle School  
Principal of Michael F. Stokes School  
Principal of J. Fred Sparke School

BE IT FURTHER RESOLVED, That all disbursements of Petty Cash Funds will be limited to \$50.00 each occurrence except for the Director of School Facilities and Operations which will be limited to \$75.00 each occurrence. All disbursements of Petty Cash Funds shall be accompanied by receipted bills and/or invoices attached hereto.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**E. Authorization of Signature on Checks**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the District Treasurer, or Assistant Treasurer, be designated to sign checks for the 2010-2011 school year.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**F. Central Treasurers for Student Activity Fund**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That Tamara Barfield for the Memorial Middle School and Lizabeth Due for the High School, be and are hereby appointed Central Treasurers for the Extra Classroom Activity Accounts, as presented, at the pleasure of the Board of Education during the 2010-2011 school year at an annual salary established through contract with the U.T.I.T., and authorizes the Board President to sign a charter for each activity account.

High School:  
Class of 2010  
Class of 2011  
Class of 2012  
Class of 2013

Class of 2014  
Baseball  
Basketball – Boys/Girls  
Career Advantage  
Environmental  
Football  
French Club  
Honor Society  
Human Awareness  
Key Club  
Kickline  
Lacrosse - Boys  
Newspaper  
Robotics/Physics  
SADD  
Soccer – Girls  
Softball - Girls  
Spanish Club  
Student Council  
Tri-M  
Wrestling  
Yearbook

Memorial Middle School:

Arts & Crafts  
Bulldog Inc.  
Cheerleading Club  
Drama  
DVM Club  
Fifth Grade  
Friends of the Environment  
Goal Program  
National Junior Honor Society  
SADD  
Science  
Student Council  
Student Leaders  
Yearbook

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**VII. OTHER ITEMS**

**A. Establish Mileage Reimbursement Rate for the 2010-2011 School Year**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the Board of Education establish the mileage reimbursement rate for the 2010-2011 school year as determined by the IRS published rate (current rate effective July 1, 2010, is 50 cents per mile).

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**B. Health Service Contracts With Other Districts**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

WHEREAS Education Law provides that the Board of Education shall enter into contracts for health services with other districts or BOCES when Island Trees children attend schools outside the home district, and

WHEREAS Education Law also provides the Board of Education may enter into contracts for instructional services with other districts or with BOCES for the education of children diagnosed by the Committee on Special Education

NOW THEREFORE BE IT RESOLVED, That when application of Section 912, Sections 2042 and 4402 of the Education Law shall be required, the President of the Board and the Clerk of the Board are hereby authorized to sign such contract when presented by the administration for the proper execution, and

BE IT FURTHER RESOLVED, That the control of such contract shall be the same as is now in force in the district, and that the above resolution shall be effective for the 2010-2011 school year.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**C. Policy Number 6833 – Cellular Telephones**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following job titles for the use of District cellular telephones for the 2010-2011 school year, in accordance with Policy Number 6833 of the Board of Education Policy Manual:

- Assistant Superintendent for Business
- Director of Athletics
- Director of Facilities
- Maintenance Supervisor
- Technology Manager

BE IT FURTHER RESOLVED, That Policy Number 6833 will be amended accordingly.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**D. Policy Number 6834 – District-Issued Gas Credit Cards**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following job titles be issued a gas credit card for the 2010-2011 school year in accordance with Policy Number 6834 of the Board of Education Policy Manual:

- Assistant Superintendent for Business

BE IT FURTHER RESOLVED, That Policy Number 6834 will be amended accordingly.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**E. Policy Number 6834 – District Issued Credit Cards (Other Than Gas)**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves that the District shall maintain the following credit cards, which are retained in a safe in the Business Office, in accordance with Policy Number 6834 of the Board of Education Policy Manual:

Staples  
Home Depot

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**F. Policy Number 6240 – Investments, Policy Number 6240-R – Investments Regulation**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the Board of Education has reviewed and hereby reaffirms the Investments Policy Number 6240 for the 2010-2011 school year.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**G. Policy Number 6700 – Purchasing, Policy Number 6700-R – Purchasing Regulation, and Policy Number 6700-E – Purchasing Exhibit**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:

RESOLVED, That the Board of Education accepts the revised Purchasing Policy Numbers 6700, 6700-R and 6700-E as presented.

BE IT FURTHER RESOLVED, That Policy Numbers 6700, 6700-R and 6700-E will be amended accordingly.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**H. Policy Number 5300 - Code of Conduct**

It is a New York State requirement that every school district adopt a Student Conduct and Discipline Policy and that such policy be reviewed on an annual basis.

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education confirm the previously adopted Code of Conduct

Policy #5300 as indicated by the NYS SAVE Legislation to be in effect for the 2010-2011 school year.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**I. New York State School Boards Association**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the renewal of membership with the New York State School Boards Association for the 2010-2011 school year at an estimated annual fee of \$10,000.

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**J. Board of Education Appointment of the Members of the Committee on Special Education for the 2010-2011 School Year**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following as members of the Committee on Special Education for the 2010-2011 school year:

- the parents or persons in parental relationship to the student;
- the general education teacher of such child whenever the student is or may be participating in the general education environment;
- the special education teacher of the student, or, if appropriate, a special education provider of the student;
- a school psychologist:
  - Dr. Gail Sherry, Psychologist
  - Dr. Nadia Pellicano, Psychologist
  - Dr. Leslie Eder, Psychologist
  - Dr. Maryann Leone Maidat, Psychologist
  - Dr. Melissa Matovic Dunn, Psychologist
  - Dr. Michael Perlotto, Psychologist
- a representative of the school district who is qualified to provide or supervise special education and who is knowledgeable about the general curriculum and the availability of the resources of the school district, provided that an individual who meets these qualifications may also be the same individual appointed as the special education teacher of the special education provider of the student or the school psychologist. This person shall serve as the chairperson of the committee:
  - Dr. Arlene Genden Sage, Chairperson
  - Dr. Gail Sherry, Psychologist, Alternate Chairperson

Ms. Sandra Antar, Alternate Chairperson

- an individual who can interpret the instructional implications of evaluation results, who may be a member of the team selected from the regular education teacher, the special education teacher or provider, the school psychologist or the representative of the school district described above;
- a school physician, if specifically requested in writing by the parent of the student or by a member of the school at least 72 hours prior to the meeting:

Dr. Jeffrey Elfenbein, Medical Doctor

- an additional parent member of a student with a disability or a parent of a student who has been declassified or has graduated within a five-year period, residing in the school district or a neighboring school district, provided that such parent is not a required member if the parents of the student request that the additional parent member not participate:

Mrs. Nancy Agostinelli, Parent Member  
 Mrs. Allison Carr-Breen, Parent Member  
 Mrs. Kimberly Caruana, Parent Member  
 Mrs. Mary Chung, Parent Member  
 Mrs. Jolean Clarkin, Parent Member  
 Mrs. Anna Clifford, Parent Member  
 Mrs. Jeaninne Cunningham, Parent Member  
 Mrs. Marcy D'Arcy, Parent Member  
 Mrs. Beth Dennett, Parent Member  
 Mrs. Maureen Fietz, Parent Member  
 Mrs. Lisa Garbato, Parent Member  
 Mrs. Carol Gleixner, Parent Member  
 Mrs. Annemarie Greener, Parent Member  
 Mrs. Debora Herbert, Parent Member  
 Mrs. Anne Hotchkiss, Parent Member  
 Mrs. Theresa Isaacs, Parent Member

Mrs. Deborah Jablonowski, Parent Member  
 Mrs. Annette Lagan, Parent Member  
 Mrs. Annette Licatesi, Parent Member  
 Mrs. Niki Mirabella, Parent Member  
 Mrs. Janice Moller, Parent Member  
 Ms. Collen O'Kane, Parent Member  
 Mrs. Linda Ortiz, Parent Member  
 Mrs. Lori Oswiecinski, Parent Member  
 Mrs. Patricia Peck, Parent Member  
 Mrs. Donna Piarulli, Parent Member  
 Mrs. Janet Picone, Parent Member  
 Mrs. Fritzie Pisarski, Parent Member  
 Mr. Glenn Siegel, Parent Member  
 Mrs. Jennifer Siegel, Parent Member  
 Mrs. Christina Trezza, Parent Member  
 Mrs. Cheryl Tufano, Parent Member

- at the discretion of the parent or district, other individuals who have knowledge or special expertise regarding the child, including related services personnel as appropriate;
- whenever appropriate, the student.

Motion made by \_\_\_\_\_  
 Seconded by \_\_\_\_\_  
 Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**K. Board of Education Appointment of the Members of the Subcommittees on Special Education for the 2010-2011 School Year**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following as members of the Subcommittees on Special Education for the 2010-2011 school year:

- the parents of the student;
- one regular education teacher of the student whenever the student is or may be participating in the regular education environment;

- the student’s special education teacher or, if appropriate, a special education provider of the student;
- a representative of the school district who is qualified to provide, administer or supervise special education who is knowledgeable about the general curriculum and who is knowledgeable about the availability of resources of the school district. This person shall serve as the chairperson of the committee:

Ms. Lisa Newman, Chairperson, Stokes School Sub-CSE  
 Ms. Penny Fisher, Chairperson, Sparke School Sub-CSE  
 Ms. Helen Gould, Chairperson, Middle School Sub-CSE  
 Mr. Damian Garcia, Chairperson, High School Sub-CSE

- a school psychologist:
  - Dr. Nadia Pellicano, Psychologist, Stokes School Sub-CSE
  - Dr. Gail Sherry, Psychologist, Stokes School Sub-CSE
  - Dr. Melissa Matovic Dunn, Psychologist, Sparke Sub-CSE
  - Dr. Maryann Leone Maidat, Psychologist, Middle School Sub-CSE
  - Dr. Michael Perlotto, Psychologist, Middle School Sub-CSE
  - Dr. Leslie Eder, Psychologist, High School Sub-CSE
- an individual who can interpret the instructional implications of evaluation results, who may be a member of the team described above;
- such other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the committee or the parent shall designate;
- the student, if appropriate.

Motion made by \_\_\_\_\_  
 Seconded by \_\_\_\_\_  
 Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**L. Board of Education Appointment of the Members of the Committee on Preschool Special Education for the 2010-2011 School Year**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following as members of the Committee on Preschool Special Education for the 2010-2011 school year:

- the parents of the preschool child;
- a general education teacher of such child whenever the child is, or may be, participating in the general education environment;
- the special education teacher of the child or special education provider of the child;
- representative of the school district who is qualified to provide or supervise special education and who is knowledgeable about the general curriculum and the availability of preschool special education programs and services and other resources of the school district and municipality. The representative of the school district shall serve as the chairperson of the committee:

Dr. Arlene Genden Sage, Chairperson  
Ms. Sandra Antar, Alternate Chairperson

- the parent of a preschool or elementary school age child with a disability who resides in the school district or a neighboring school district, provided that such parent is not a required member if the parent(s) of the child request that the additional parent member not participate:

Mrs. Nancy Agostinelli, Parent Member  
 Mrs. Allison Carr-Breen, Parent Member  
 Mrs. Kimberly Caruana, Parent Member  
 Mrs. Mary Chung, Parent Member  
 Mrs. Jolean Clarkin, Parent Member  
 Mrs. Jeaninne Cunningham, Parent Member  
 Mrs. Beth Damp, Parent Member  
 Mrs. Marcy D'Arcy, Parent Member  
 Mrs. Beth Dennett, Parent Member  
 Mrs. Maureen Fietz, Parent Member  
 Mrs. Lisa Garbato, Parent Member  
 Mrs. Annemarie Greener, Parent Member  
 Mrs. Debora Herbert, Parent Member  
 Mrs. Theresa Isaacs, Parent Member

Mrs. Annette Licatesi, Parent Member  
 Mrs. Niki Mirabella, Parent Member  
 Mrs. Janice Moller, Parent Member  
 Ms. Colleen O'Kane, Parent Member  
 Mrs. Linda Ortiz, Parent Member  
 Mrs. Lori Oswiecinski, Parent Member  
 Mrs. Patricia Peck, Parent Member  
 Mrs. Donna Piarulli, Parent Member  
 Mrs. Janet Picone, Parent Member  
 Mrs. Fritzie Pisarski, Parent Member  
 Mr. Glenn Siegel, Parent Member  
 Mrs. Jennifer Siegel, Parent Member  
 Mrs. Christina Trezza, Parent Member  
 Mrs. Cheryl Tufano, Parent Member

- an individual who can interpret the instructional implications of evaluation results, who may be a member of the team selected from the general or special education teacher or provider or district representative described above;
- other persons having knowledge or special expertise regarding the child, including related services personnel as appropriate, as the school district or the parents shall designate;
- for a child who is in transition from early intervention programs and services, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child; and
- a representative of the municipality of the preschool child's residence, provided that the attendance of the appointee of the municipality shall not be required for a quorum.

Motion made by \_\_\_\_\_  
 Seconded by \_\_\_\_\_  
 Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**M. Board of Education Appointment of Surrogate Parents for the 2010-2011 School Year**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following persons as surrogate parents for the 2010-2011 school year:

As required by 8NYCRR 200.5 (n), the Board of Education of each school district must maintain a list of persons from whom the district may choose a surrogate parent.

A surrogate parent is one who is appointed to act in place of parents or guardians when a student's parents or guardians are not known, or when after reasonable efforts, the board of education cannot discover the whereabouts of a parent or, the student is an unaccompanied homeless youth or the student is a ward of the State and does not have a parent who meets the definition of parent, or the rights of the parent to make educational decisions have been subrogated by a judge in accordance with State law.

The following people have agreed to act as surrogate parents if the need should arise:

Mrs. Eileen Cassar  
158 Cardinal Road  
Levittown, NY 11756  
Telephone: 731-2860

Mrs. Kristine McGarry  
149 Cardinal Road  
Levittown, New York 11756  
Telephone: 796-0017

Motion made by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**N. Board of Education Appointment of the Impartial Hearing Officers for the 2010-2011 School Year**

**RECOMMENDED ACTION:** That upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following impartial hearing officers for the 2010-2011 school year:

As required by 8NYCRR 200.2(b)(9), the Board of Education annually establishes and maintains a list of the names and qualifications of all impartial hearing officers available to serve in the school district. The list is developed from a more comprehensive listing provided by the State Education Department, downloaded from their website in June 2010, and **supersedes all previous lists.**

In compliance with the Commissioner's Regulations, only those persons who have successfully completed an approved training program and have been certified, pursuant to section 200.1(x), as Impartial Hearing Officers are eligible to be on the list. The definition of impartial hearing officer has been revised as per IDEA 2004 to add that the impartial hearing officer possess knowledge of, and the ability to: understand federal and State law and regulations and legal

interpretations; and knowledge of the ability to conduct hearings and render and write decisions in accordance with standard and appropriate standard legal practice.

The list of hearing officers is established from those eligible persons who have indicated their willingness to serve in Nassau County or who have contacted the district directly and indicated their availability to serve in the district. The Impartial Hearing Officer's list is established and maintained in alphabetical order, with new appointees inserted in alphabetical order in the list. Selection is made on a rotational basis, beginning with the first name after the hearing officer who last served. If no hearing officer on the list has served, selection will be made beginning with the first name on the list. If the hearing officer declines appointment or if, within 24 hours, the impartial hearing officer fails to respond or is unreachable after reasonable efforts by the school district, each successive impartial hearing officer whose name next appears on the list shall be offered appointment, until such appointment is accepted. If the impartial hearing officer is unable to initiate the impartial hearing within the first 14 days of being contacted by the school district, the impartial hearing officer cannot accept the appointment. Each successive hearing officer on the list shall be offered appointment, until such appointment is accepted. In all cases, these attempts will be documented.

ROBERT BRIGLIO	MICHAEL LAZAN	BERNARD ROSTANSKI
PAUL BUMBALO	NANCY LEDERMAN	JEROME SCHAD
DIANE COHEN	SUSAN LUSHING	MARTIN SCHIFF
EDGAR DELEON	ROBERT MACKRETH	JUDITH SCHNEIDER
DEBRA S. DEWAN	JAMES MCKEEVER	ANNETTE GORSKY SCHACTER
MURRAY DIAMOND	JAMES MONK	VANESSA SHEEHAN
BARBARA EBENSTEIN	CHRISTINE MOORE	MARJORIE SILVER
JOHN FARAGO	ESTHER MORA	KENNETH STEWART
RONA FEINBERG	ERIC NACHMAN	CRAIG TESSLER
SHARYN FINKELSTEIN	JOHN NAUN	RICHARD THALER
LANA FLAME	ROBERT NISELY	AARON TURETSKY
STEVEN GOLDSMITH	MARY NOE	ARTHUR VENEZIA
LORRAINE GROSS	DAVID NYDICK	WILLIAM WALL
SINAI HALBERSTAM	VERONICA ODOM	JAMES WALSH
NANCY HAMPTON	JANICE ORLAND	CARL WANDERMAN
JONATHAN HEIDELBERGER	JANE OWENS	MARC WEINER
SHERRI HUGHES, Esq.	RALPH PENNINGTON Jr.	MINDY WOLMAN
AMY ITZLA	GARY PETERS	JOSEPH WOOLEY
HOWARD JACOB	KENNETH PETERS	JOEL ZIEV
THERESA R. JOYNER	JOSEPH QUINN	LINDA AGOSTON
GEORGE KANDILAKIS	HEIDI REICHEL	PETER ALBERT
EUGENE KAUFMAN	SUSAN MILLS RICHMOND	LYNN ALMELEH
MARTIN KEHOE III	KENNETH RITZENERG	STUART BAUCHNER
HARRY KERSHEN	GEORGE ROBERTS	BERYL BLAUSTONE
DORA LASSINGER	PAUL ROSEN, Esq.	WENDY BRANDENBURG
PATRICIA LATZMAN	JEAN ROSENZWEIG	JEANMARIE BRESCIA

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**REGULAR MEETING**

**A. APPROVAL OF MINUTES**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following minutes as presented.

Special Meeting & Executive Session – June 3, 7, and 29, 2010

Regular Meeting & Executive Session – June 23, 2010

Committee on Special Education – June 14, 15, 21, 22, 23, 24, 2010

Sub-Committee on Special Education – June 16, 2010

Committee on Preschool Special Education – June 14, 17, 2010

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**B. VISITORS (Each visitor will be limited to 3 minutes)**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education welcome visitors who wish to address the Board on matters relating to this agenda.

**C. ACTION ITEMS**

**1. Board of Education Approval of BOCES Cooperative Bid**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution for the 2010-2011 school year:

WHEREAS the Board of Education of the Island Trees School District of New York State wishes to participate in a Cooperative Bidding Program conducted by the Board of Cooperative Educational Services of Nassau County (Nassau BOCES) for the purchase of various commodities and/or services as authorized by and in accordance with the Education Law and General Municipal Law, Section 119-o; and

WHEREAS the Island Trees School District, more particularly, wishes to participate in the joint cooperative bids as listed below:

**Athletic Equipment Reconditioning**  
**Buildings & Grounds Equipment**  
**Custodial Supplies – Green**  
**Electrical Supplies**  
**Floor Care Products**  
**Fuel Oil**  
**Furniture: Classroom & Office**  
**Gymnasium Floor Refinishing**  
**Hazardous Materials: Handling, Removal, Transportation & Disposal**  
**Musical Instrument Repair**  
**Paint & Painting Supplies**  
**Uniforms – General**  
**Venetian Blinds & Shades**

NOW THEREFORE BE IT

RESOLVED, That the Island Trees School District hereby appoints Nassau BOCES as its representative and agent in all matters related to the Cooperative Bidding Program, including but limited to responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the School District and making recommendations thereon, and

BE IT FURTHER RESOLVED, That Nassau BOCES is hereby authorized to award cooperative bids on behalf of the Island Trees School District to the bidder deemed to be the lowest responsible bidder meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts and to enter into contracts for the purchase of the commodities and/or services as authorized herein, and

BE IT FURTHER RESOLVED, That the Island Trees School District hereby authorizes its School Business Administrator or his/her designee on behalf of the School District to participate in cooperative bidding conducted by Nassau BOCES and if requested to furnish Nassau BOCES an estimated minimum number of units that will be purchase and such other documents and information which may be reasonably necessary or useful in conducting the Cooperative Bidding Program, and

BE IT FURTHER RESOLVED, That the Island Trees School District agrees to assume its equitable share of the administrative costs of the cooperative bidding program and all of its obligations and responsibilities pursuant to any contract that may be awarded by Nassau BOCES on behalf of the Island Trees School District.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**2. Board of Education Approval of Food Bid**

RECOMMENDED ACTION: That upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution for the 2010-2011 school year:

WHEREAS it is the plan of a number of public school districts in Nassau/Suffolk Counties, New York to bid jointly on selected Food Service Commodities, Food and Food Service Supplies for the 2010-2011 school year, and

WHEREAS the Island Trees Union Free School District is desirous of participating with other districts in Nassau/Suffolk Counties in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0, and

WHEREAS the Island Trees Union Free School District wishes to appoint a committee to assume the responsibility for drafting of specification, advertising for bids, accepting and opening bids, reporting the results to the boards of education and making recommendations thereon

NOW THEREFORE BE IT

RESOLVED, That the Board of Education of the Island Trees Union Free School District hereby appoints Long Island School Nutrition Directors Association Cooperative Bid Committee to represent it in all matters related above, and

BE IT FURTHER RESOLVED, that the Island Trees Union Free School District's Board of Education authorized the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned commodities, and

BE IT FURTHER RESOLVED, that the Island Trees Union Free School District's Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and

BE IT FURTHER RESOLVED, that the Island Trees Union Free

School District's Board of Education agrees (1) to abide by majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s) it will conduct all negotiations directly with the successful bidder(s).

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**3. Board of Education Approval of Change Order #4 – District Wide Electrical & Technology Upgrades – Bond Issue 5**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves Change Order #4 to Contract E - Electrical Upgrades, New Fire Alarm System, New Security Camera System and Interactive White Board Technology Upgrades – All Schools, for the installation of an additional security camera at the Island Trees High School sand tunnel exterior entrance and authorizes the Board President to sign the agreement subject to review and approval by District Counsel.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**4. Board of Education Approval of Participation in NYS 529 College Savings Plan**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the District participation in the NYS 529 College Savings Plan and authorizes the establishment of a voluntary payroll deduction for all interested employees.

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

**5. Board of Education Approval of Additional 403(b) Providers**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the addition of the following service providers to the approved 403(b) provider listing and authorizes the Board President

to sign plan agreements with said providers subject to review and approval by District Counsel:

Fidelity Management Trust  
Vanguard

Motion made by\_\_\_\_\_

Seconded by\_\_\_\_\_

Ayes\_\_\_\_\_ Nays\_\_\_\_\_ Abstain\_\_\_\_\_

**6. Board of Education Approval to Declare Surplus and Dispose of Obsolete Equipment**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves to declare surplus and disposal of an obsolete freezer case (tag #700600) from the Gallow school.

Motion made by\_\_\_\_\_

Seconded by\_\_\_\_\_

Ayes\_\_\_\_\_ Nays\_\_\_\_\_ Abstain\_\_\_\_\_

**7. Board of Education Acceptance of New Policy Number 6741 – Contracting for Professional Services – 1<sup>st</sup> Reading**

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education accepts as a firstreading the Contracting for Professional Services Policy Number 6741 as presented.

Motion made by\_\_\_\_\_

Seconded by\_\_\_\_\_

Ayes\_\_\_\_\_ Nays\_\_\_\_\_ Abstain\_\_\_\_\_

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

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves, as presented, the Personnel Report dated July 7, 2010, items 1 through 58 inclusive.

Motion made by\_\_\_\_\_

Seconded by\_\_\_\_\_

Ayes\_\_\_\_\_ Nays\_\_\_\_\_ Abstain\_\_\_\_\_

**D. DISCUSSION**

1. Friday Evening Graduation
2. Johnson Control Energy Performance

**E. CLOSING**

1. **Visitors (Old & New Business)** -(Each visitor will be limited to 3 minutes)

RECOMMENDED ACTION: That, upon the recommendation of the Superintendent of Schools, the Board of Education hear from members of the audience who wish to present any matters of importance.

**F. EXECUTIVE SESSION – The Board of Education may choose to adjourn to executive session.**

**G. ADJOURNMENT**

/cc  
7/7/10