

(206)

MINUTES  
BOARD OF EDUCATION  
Regular Meeting – February 5, 2013  
High School Auditorium

PRESENT: President, Mrs. Ann Cotten-DeGrasse; Mr. Jeffrey Falisi; Mrs. Susan Koukounas; Mrs. Amelia Lantz; and, Mrs. Kimberly Ligon.

LATE: Mr. Thomas Carson.

ABSENT: Mr. Gregory M. Meyer.

ALSO PRESENT: Ms. Nancy Carney, Dr. Lois Etzel, and Mr. Sam M. Schneider.

Board President, Mrs. Cotten-DeGrasse, called the meeting to order at 6:02 p.m.

Call to Order

A motion was made by Mr. Falisi, seconded by Mrs. Lantz, to recess to Executive Session for discussion involving the medical, financial, credit or employment history of a particular person or corporation or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Recess to  
Executive Session

Yes 5 No 0  
Motion Carried.

Mr. Carson arrived at 6:03 p.m.

A motion was made by Mrs. Lantz, seconded by Mrs. Koukounas, to return to open session.

Return to  
Open Session

Yes 6 No 0  
Motion Carried.

The Board of Education returned to open session at 7:05 p.m.

A brief recess followed.

The meeting resumed at 7:09 p.m. with the pledge of allegiance to the flag.

Pledge of Allegiance

There were about 10 other people in attendance.

ALSO PRESENT: Mrs. Barbara O’Kula.

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A motion was made by Mr. Carson, seconded by Mrs. Lantz, to adopt the published agenda.

Adoption of  
Published Agenda  
-Approved

Yes 6 No 0  
Motion Carried.

The following comments were made by members of the community regarding Agenda topics only:

Community Comments

•What is the retirement incentive for teachers? (Ms. Carney stated that the District was faced with a rollover budget for 2013-2014 and many cuts to programs and staff. They came up with a retirement incentive which allows us to save over \$70,000 per position and will save programs and staff for next year. It is a \$20,000 incentive for teachers which is stipulated in their contract and gives them a choice of health insurance benefits.)

A motion was made by Mr. Carson, seconded by Mrs. Koukounas, to approve the Consent Agenda as follows:

CONSENT AGENDA  
-Approved

## **CONSENT AGENDA**

### ***Approval of Minutes***

Regular Meeting – January 8, 2013

### ***Personnel***

RESOLVED, that on the recommendation of the Superintendent of Schools, the following Professional Personnel recommendations be approved per Supplemental File Personnel Report and are subject to Board Policy #9310:

(AS PER THE ATTACHED SHEETS)

RESOLVED, that on the recommendation of the Superintendent of Schools, the following Civil Service Personnel recommendations be approved per Supplemental File Personnel Report and are subject to Board Policy #9310:

(AS PER THE ATTACHED SHEETS)

Yes 6 No 0  
Motion Carried.

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A motion was made by Mrs. Ligon, seconded by Mrs. Koukounas, to approve the following resolution:

RESOLVED, that the Board of Education of the Riverhead Central School District approves the third and final reading of the following Board policies:

- 5000 - Student Policies Goals
- 5020.3 - Rights of Students with Disabilities Under Section 504
- 5030 - Student Complaints
- 5100 - Attendance
- 5130 - Compulsory Attendance Ages
- 5150 - School Admissions
- 5150-R - School Admissions Regulation
- 5151 - Homeless Children
- 5151-R - Homeless Children Regulation
- 5152 - Admission of Non-Resident Students
- 5152.1 - Admission of Foreign Students
- 5162 - Student Dismissal Precautions
- 5162-R - Student Dismissal Precautions Regulation
- 5210 - Student Organizations
- 5220 - School-Sponsored Student Expression
- 5252 - Student Activities Funds Management
- 5280 - Interscholastic Athletics
- 5300 - Code of Conduct
- 5405 - Student Wellness
- 5420 - Student Health Services
- 5420-R - Student Health Services Regulation
- 5450-1 - Notification of Sex Offenders
- 5460 - Child Abuse, Maltreatment or Neglect in a Domestic Setting
- 5460-R - Child Abuse, Maltreatment or Neglect in a Domestic Setting Regulation
- 5500 - Student Records
- 5500-R - Student Records Regulation
- 5500-E.1 - Family Educational Rights and Privacy Act (FERPA) Notice Regarding Access to Student Records and Student Information
- 5500-E.2 - FERPA Exhibit Sample Form
- 5500-E.3 - Military Opt Out Letter

Third and Final  
Reading of Board  
Policies  
-Approved

Yes 6 No 0  
Motion Carried.

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A motion was made by Mr. Carson, seconded by Mrs. Lantz, to approve the following resolution:

First Reading of  
Board Policies  
-Approved

RESOLVED, that the Board of Education of the Riverhead Central School District accepts the first reading of the following Board policies:

- 6000 - Fiscal Management Goals
- 6110 - Budget Planning
- 6150 - Budget Transfers
- 6215 - Senior Citizens' Exemption
- 6240 - Investments
- 6410 - Authorized Signatures
- 6600 - Fiscal Accounting and Reporting
- 6640 - Inventories/Capitalization Policy
- 6650 - Claims Auditor
- 6660 - Independent/External Audits
- 6670 - Petty Cash/Petty Cash Accounts
- 6680 - Internal Audit Function
- 6685 - Medicaid Compliance
- 6690 - Audit Committee
- 6700 - Purchasing
- 6710 - Purchasing Authority
- 6741 - Contracting for Professional Services
- 6800 - Payroll Procedures
- 6830 - Expense Reimbursement
- 6850 - Retiree Benefit Procedures
- 6900 - Disposal of District Property

Yes 6 No 0  
Motion Carried.

A motion was made by Mrs. Ligon, seconded by Mr. Carson, to approve the following resolution:

Approval of  
Attendance of the  
Superintendent to  
NYSCOSS Winter  
Institute  
-Approved

RESOLVED, that the Board of Education of the Riverhead Central School District approves the attendance of the Superintendent of Schools, Ms. Nancy Carney, to the New York State Council of School Superintendents (NYSCOSS) 2013 Winter Institute on March 3-5, 2013 in Albany, New York.

Yes 6 No 0  
Motion Carried.

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A motion was made by Mrs. Koukounas, seconded by Mr. Carson, to approve the following resolution:

Approval of  
Change Order  
-Approved

RESOLVED, that the Board of Education of the Riverhead Central School District hereby approves the following change order under the Phillips Avenue Elementary School General Contractor Work Scope;

SED No.: 58-06-02-04-0-001-015  
Contract for: Phillips Avenue ES- Alterations/Sitework  
Contractor: J.P. Daly and Sons, Inc., of Deer Park, NY

General Contractor to provide necessary labor and materials to furnish and install two additional floor boxes for computer room, including dedicated electrical circuit and three (3) data drops in each box.

Total Increase Change Order Amount : \$5,128.27

AND BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education to sign any necessary documents.

In a discussion that followed, Mrs. Lantz inquired as to the number of electrical boxes this involved? (Ms. Carney explained that it is for two sets of boxes...a total of four.) Mr. Falisi inquired as to whether this came about after the job was performed since this additional cost seems extremely high. (Ms. Carney stated that the floor had been taken out and once the computer lab was done, a line of cabinets was in the original design. It was looked at by the computer lab assistants and the opportunity was there to change it to be more advantageous to students. Additional space in the concrete floor was cut to run conduits. The overall plan changed because there were cabinets in the middle of the floor...now the cabinets are against the wall and computer tables are in the middle for students.)

Yes 5  
Mr. Carson  
Mrs. Cotten-DeGrasse  
Mr. Falisi  
Mrs. Koukounas  
Mrs. Ligon

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No 1  
Mrs. Lantz

Motion Carried.

A motion was made by Mrs. Ligon, seconded by Mrs. Koukounas, to approve the following resolution:

RESOLVED, that the Board of Education of the Riverhead Central School District hereby approves a Memorandum of Agreement with the Riverhead Central Faculty Association dated February 5, 2013 concerning the resolution of a grievance filed by a certain employee known to the Board of Education; and, authorizes the President of the Board of Education to sign said agreement.

Approval of  
Memorandum of  
Agreement with the  
R.C.F.A.  
-Approved

Yes 6 No 0  
Motion Carried.

A motion was made by Mrs. Koukounas, seconded by Mr. Carson, to approve the following resolution:

1.) RESOLVED, that the Board of Education of the Riverhead Central School District gratefully accepts a donation from Target in the amount of \$700.00 for a field trip, "Broadway Bound", for 35 Riverhead High School students to see *The Phantom of the Opera*; and

BE IT FURTHER RESOLVED, that the Board of Education of the Riverhead Central School District hereby authorizes deposit of the \$700 to be deposited into the Blue Masques Extra Classroom account.

2.) RESOLVED, that the Board of Education of the Riverhead Central School District gratefully accepts a donation from MSG Varsity in the amount of \$1,000; and

BE IT FURTHER RESOLVED, that the Board of Education of the Riverhead Central School District hereby authorizes a budgetary increase to the 2012-2013 budget line of A2850-132-99-1000 in the amount of \$1,000.00.

Acceptance of  
Donations  
-Approved

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3.) RESOLVED, that the Board of Education of the Riverhead Central School District gratefully accepts a donation from Aquebogue PTO in the amount of \$1,701.28 to purchase a new sound system; and

BE IT FURTHER RESOLVED, that the Board of Education of the Riverhead Central School District hereby authorizes a budgetary increase to the 2012-2013 budget line of A2110-501-04-1000 in the amount of \$1,701.28.

Mr. Falisi suggested that the District get something like a plaque to show our appreciation to organizations who frequently make donations to the District and go above and beyond.

Yes 6 No 0  
Motion Carried.

Ms. Carney gave the first in a series of several department budget proposals for the 2013-2014 fiscal year. The Board's goal was to design and adopt a budget that stays within limits of the 2% tax cap, maintains programs for students to the greatest extent possible, and recognizes our fiscal responsibility to the taxpayers of the District. If everything was kept in place as is and rolled over, we would have an estimated 7.48% tax levy increase. In order to comply with the tax levy cap law, our budget would have to be reduced by about \$2 million and result in a reduction in staff and programs. To realize cost savings, the idea came up to offer a retirement incentive. At least 20 teachers will retire at the end of this school year resulting in savings that will allow for the preservation of all programs now in place with slight reductions in other areas to stay within the tax levy cap limit.

Opportunity for Superintendent  
-Preliminary 2013-2014 Budget Presentation  
-General Support, Benefits, Debt Service

Tonight's presentation includes:

*General Support* – Proposed budget of \$3,869,058 or a 2.23% increase.

*Benefits* – this includes increases in New York State ERS (Employee Retirement System) and TRS (Teachers Retirement System) contributions as well as health insurance, unemployment benefits, disability and workers' compensation coverage. This is one of the most costly areas and one that is not within our control. The proposed budget in this area amounts to \$30,399,199 or an overall increase of approximately 8.66%.

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*Debt Service* – The District is coming to closure on existing debt obligations, including capital work approved by the voters in 1999 and bus purchases that are made annually. We are also beginning to repay a portion of the bonds authorized in October 2011 as well as starting to repay money borrowed under the Energy Performance Contract which will see an overall cost savings versus the costly initial outlay. The proposed 2013-2014 budget for debt service is \$3,275,472 or an increase of 47.47%.

Future presentations will be held on the following dates up until the Budget Vote on May 21:

- February 26
- March 12
- March 19
- April 9
- April 23

Mr. Carson left the meeting at 7:35 p.m.

Ms. Carney announced some events taking place within the District:

*District News*

- Congratulations to the Riverhead Varsity Basketball team who defeated the Smithtown West Bulls (72-71) to win the League III Championship title.
- Mr. Robert Brown, an alumnus of Riverhead High School, a retired Brookhaven Lab employee, and a resident poet, has helped organize “Community Role Models” for a second year. A series of speakers help to inspire fourth graders to never give up on their dreams. Community role models are chosen to speak and tell a story that demonstrates how they had to overcome challenges in life to become the people they are today.
- Middle School Computer Technology teacher, Chris Malanga, has tapped into free software from MIT to expose his students to a unit on Android App Invention where they can create functional android apps from scratch for their own use.
- On February 1<sup>st</sup>, students of first grade teacher, Kerri Stromski, held a spontaneous parade dressed in disguises/characters in a reading celebration at Aquebogue Elementary School.
- A candlelight vigil for Riverhead High School 2010 alumnus, Demetri Hampton, was held at the High School on January 31. Our sympathy goes out to his family and friends.



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- Stacy Tuohy’s second grade class celebrated the conclusion of their Nonfiction Writing Unity with a Nonfiction Fair on January 23. Students set up their desks to exhibit their nonfiction book and then added props and a poster naming their expertise and the topic of their writing.
- Congratulations to the Varsity Cheerleaders who won 1<sup>st</sup> place at the Winter Cheer Classic on January 27. They will now go on to compete in the National Cheerleading Championship in Orlando, Florida on February 9-10.
- The Riverhead Blue Waves Girls’ Basketball team and Booster Club raised close to \$800 for the American Cancer Society at the annual Coaches vs. Cancer Night at Riverhead High School.
- Everyone is encouraged to attend the Riverhead Middle School Middle Masques presentation of “High School Musical”. Tonight’s opening was a huge success. Scheduled performances are February 8 and 9.
- Black History Unity Celebration will take place on February 12 in the High School Auditorium.

Contracts under \$25,000 approved and executed by the Superintendent of Schools:

Arms Acres Inc.	Treatment program	\$1,000.00
Hope for Youth	Education program	\$4,000.00

Mrs. Lantz requested that the battery be changed on the clock in the auditorium which has not been working for quite some time. (Note: All clocks are in the process of being replaced in the Energy Performance Contract.)

Ms. Barbara Barosa, President of the R.C.F.A., commented that the R.C.F.A. cooperated with the District to provide staff with an attrition plan that will help allow the District to maintain programs. She thanked the Board of Education for their cooperation in that regard and congratulated all who plan to retire at the end of the school year.

There were no community comments.

A motion was made by Mr. Falisi, seconded by Mrs. Koukounas, to adjourn the meeting.

Opportunity for Board Members

Opportunity for R.C.F.A.

Community Comments

Adjournment

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Yes 5 No 0  
Motion Carried.

The meeting adjourned at 7:47 p.m.

Respectfully submitted,



Barbara O'Kula  
District Clerk

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**Personnel**

**1. Professional Personnel:**

<b><u>Name:</u></b>	<b><u>Title:</u></b>	<b><u>Date:</u></b>
Rebecca Ramsey	Special Education Teacher	2/1/13

**Salary Advancements:**

Keri-Ann Westfall	Foreign Language Teacher	2/1/13
Margaret Sciommeri	Math Teacher	2/1/13

**Unpaid Leave of Absence:**

Shannon Silverman	.4 Art Teacher	1/22/13-3/15/13
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**Appointments:**

**Extension of Leave Replacements:**

Lori Falisi	English Teacher - Middle School <i>Replacing Debra Knaub</i>	From: 12/10/12-1/31/13 To: 12/10/12-2/15/13
Amanda Jester	Elementary Teacher - Phillips <i>Replacing Joe Johnson</i>	From: 9/1/12-1/31/13 To: 9/1/12-6/21/13

**Leave Replacements:**

Amy Krawczyk	Special Education Teacher - Middle School <i>Replacing Rebecca Ramsey</i>	3/4/13-4/19/13
Jutta Mariotti	Elementary Teacher - Riley <i>Replacing Juliet Carlson</i>	2/1/13-6/21/13
Tiffany Pelczar	.4 Art Teacher <i>Replacing Shannon Silverman</i>	1/22/13-3/15/13

**Coaching Appointments:**

Stephen Czelatka, Jr.	Boys' Lacrosse MS Head Coach	2012-2013 School Year
Andrew Rodriguez	Boys' Lacrosse MS Assistant Coach	2012-2013 School Year
Ashley King	Girls' Lacrosse Varsity Head Coach	2012-2013 School Year
Amy Bullock	Girls' Lacrosse MS Head Coach	2012-2013 School Year
Rebecca Winkel	Girls' Lacrosse MS Assistant Coach	2012-2013 School Year

**Collegial Circle:**

Barbara Barosa	Danielson Rubric Workshops	2012-2013 school year
Lisa Goulding	Danielson Rubric Workshops	2012-2013 school year
Donna Verbeck	Danielson Rubric Workshops	2012-2013 school year

**Substitute Teachers:**

Leigh Ann Coleman	Substitute Teacher	2012-2013 School Year
Susana Vique-Kearney	Substitute Teacher	2012-2013 School Year

**Retirement/Resignation:**

Barbara Barosa	Physical Education Teacher	6/30/2013
Robert Brenton	Special Education Teacher	6/30/2013
Luanne Callaghan	Special Education Teacher	6/30/2013
Mary Cholodenko	Special Education Teacher	6/30/2013
Wade Davey	Physical Education Teacher	6/30/2013
Donna Gilroy	Special Education Teacher	6/30/2013
Anita Marie Guarino	Science Teacher	6/30/2013
Shirley Hill	Special Education Teacher	6/30/2013
Phyllis Holt	Registered Nurse	6/30/2013

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**Retirement/Resignation (Continued):**

Patricia Jordan-Cowley	Elementary Teacher	6/30/2013
Margaret McKinney	Elementary Teacher	6/30/2013
Karen Mickaliger	Registered Nurse	6/30/2013
Robert Mills	Industrial Arts/Technology Education	6/30/2013
Joanne Niebergall	Elementary Teacher	6/30/2013
Barbara Pelczar	Registered Nurse	6/30/2013
Collene Richardson	Special Education Teacher	6/30/2013
James A. Schaefer	Elementary Teacher	6/30/2013
Marguerite Volonts	Music Teacher	6/30/2013
Gerald Wiesmann	Social Studies Teacher	6/30/2013
Angela Borsella	Teaching Assistant	6/30/2013
Jacquelyn Ketcham	Teaching Assistant	6/30/2013

**Resignation:**

Nancy Husing	Substitute Teacher	1/23/2013
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**2. Civil Service Personnel:****Appointments:****Substitute Clerk Typist:**

Julia Lojko	Substitute Clerk Typist	2012-2013 school year
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**Substitute School Monitors:**

Jeannine Frost	Substitute School Monitor	2012-2013 school year
Brittany Minardi	Substitute School Monitor	2012-2013 school year
Antonia Turner	Substitute School Monitor	2012-2013 school year

**Substitute School Teacher Aides:**

Kathryn Oliveri	Substitute School Teacher Aide	2012-2013 school year
Carolyn Vanston	Substitute School Teacher Aide	2012-2013 school year

**Unpaid Leave of Absence:**

Laurie Gallo	School Bus Driver	1/28/13-2/28/13
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**Resignation:**

Dawn Bozuhoski	Part-Time Clerk Typist	2/5/13
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