

(422)

MINUTES
BOARD OF EDUCATION
Regular Meeting – November 29, 2011
High School Cafeteria

NOT BOARD APPROVED

PRESENT: President, Mrs. Ann Cotten-DeGrasse; Vice President, Mr. Gregory Meyer; Mrs. Amelia Lantz; Mrs. Kimberly Ligon; and, Mr. William Hsiang

LATE: Messrs. Jeffrey Falisi and Timothy Griffing.

ALSO PRESENT: Ms. Nancy Carney.

Board President, Mrs. Cotten-DeGrasse, called the meeting to order at 5:34 p.m.

Call to Order

A motion was made by Mr. Meyer, seconded by Mr. Hsiang, to recess to executive session to discuss collective negotiations and the proposed sale of real property.

Recess to
Executive Session

Yes 5 No 0
Motion Carried.

The Board of Education recessed to executive session at 5:35 p.m.

Mr. Falisi arrived at 5:45 p.m.

Mr. Griffing arrived at 6:00 p.m.

A motion was made by Mr. Hsiang, seconded by Mr. Meyer, to return to open session.

Return to
Open Session

Yes 7 No 0
Motion Carried.

The Board of Education returned to open session at 7:10 p.m.

A brief recess followed.

The meeting resumed at 7:15 p.m. with the pledge of allegiance to the flag.

Pledge of Allegiance

There were about 20 other people in attendance.

ALSO PRESENT: Dr. Lois Etzel, Mr. Sam Schneider, Mr. Joseph Ogeka, Jr., and Mrs. Barbara O'Kula.

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The meeting was preceded with the recognition of Dr. Rogelio Lao who has worked as the school physician for more than 40 years and provided excellent medical care to the students of the Riverhead Central School District. He has offered medical guidance and attended hundreds of games as a side-line doctor. His guidance has been invaluable....he has been a friend... and the District sincerely appreciates his service and dedication throughout those many years.

*Recogniton of
Dr. Rogelio Lao*

A motion was made by Mr. Hsiang, seconded by Mrs. Lantz, to amend the Consent Agenda to include the following:

Amend Consent
Agenda
-Approved to Amend

Professional Personnel Recommendations

Delete:

Appointment

Laura Medina – Spanish Teacher/Leave Replacement, effective 11/29/11-1/28/12.

Add:

Appointment

Lauren Boden – Spanish Teacher/Leave Replacement, effective 11/29/11-1/28/12.

Change in Status

Lauren Boden – *From:* Substitute Teacher, Substitute Teaching Assistant, Substitute Aide, *To:* Leave Replacement.

Civil Service Personnel Recommendations

Add:

Appointments

Steve Levasseur – Substitute School Bus Driver, effective 11/30/11-6/30/12.

James M. Huntley II – Substitute School Bus Driver, effective 11/30/11-6/30/12.

Yes 7 No 0
Motion to Amend Agenda Carried.

A motion was made by Mr. Meyer, seconded by Mr. Falisi, to adopt the published agenda as amended.

Adoption of Published
Agenda as Amended

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Yes 7 No 0
Motion Carried.

-Approved

There were no comments made by members of the community related related to Agenda topics only.

Community Comments

A motion was made by Mrs. Lantz, seconded by Mr. Hsiang, to approve the Consent Agenda as amended:

CONSENT AGENDA

Approval of Minutes

-Approval of Minutes

Regular Meeting – October 25, 2011
Regular Meeting – November 8, 2011

Financial

-Financial

Month of September 2011

Fund	Check Numbers	Amount
General Fund	39535-39808	\$2,123,879.51
Capital Fund	2239-2244	427,902.16
Federal Funds	9972-10001	389,278.60
Cafeteria	9309-9324	18,097.04
Extraclassroom	5335-5341	6,171.13

Budget Transfers

-Budget Transfers

RESOLVED, that the Board of Education of the Riverhead Central School District approves the following budget transfers:

To Code:	From Code:	Amount
2620-491-00-1000	2330-134-99-1000	\$ 16,000
2620-491-00-1000	2330-134-99-1001	5,000
2620-491-00-1000	2330-138-99-1000	121,500
2620-491-00-1000	5510-180-99-1000	30,000
2620-491-00-1000	5581-491-09-1000	10,000

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Committee on Special Education

-Committee on
Special Education

RESOLVED, that the Board of Education of the Riverhead Central School District accepts the following recommendations of the Committee on Special Education regarding children with disabilities and whose Individualized Education Plans need to be implemented:

<u>C.S.E. MEETING</u>	<u>STUDENT NUMBERS</u>
06/06/11	223572
08/16/11	215000
09/13/11	214756
09/20/11	216344, 215734
09/22/11	213052, 213375, 213055, 211650, 211186, 212769, 213390, 224286, 224112, 224360, 223097, 222226
09/27/11	213262, 224229, 224378, 224221
10/04/11	224004, 224444, 224252, 223369, 219677, 222624, 221604, 221609
10/06/11	212869, 214223, 211116, 211049, 211098, 213813, 213814, 210099
10/11/11	215735, 212182, 212212, 212260, 212316, 213230, 214222, 212229, 213174
10/12/11	218292, 219253
10/19/11	212658
10/25/11	217188, 215633, 216386, 216137, 222621, 222614
11/03/11	216647
10/17/11	999990393, 216290
<u>C.P.S.E. MEETING</u>	<u>STUDENT NUMBERS</u>
09/28/11	226040, 226227, 225393
10/12/11	227166, 225042, 226189, 225068

Personnel (as amended)

-Personnel
-All Approved

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:

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(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 7 No 0
Motion Carried.

Mr. Vincent Cullen of the accounting firm, Cullen & Danowski, LLP, gave a report on the External Auditor's Report of the School District for the year ended June 30, 2011. In accordance with the State Education Department's statute on the requirement of an annual audit, Ms. Jill Sanders, External Auditor, has met with the Audit Committee (Mrs. Lantz, Mr. Meyer, and Mr. Hsiang) to hold discussions and an analysis of the findings. The basis of the report is the audit of the District's financial statements, books, and records and the numbers contained therein. The firm has rendered the District in sound financial condition. In addition, over the years, the Board of Education has been trying to manage the budgets in a fair and equitable way for the residents and, at the same time, making sure the District is in sound financial condition especially in lieu of what is happening in N.Y.S. - the 2% tax cap and compliance with laws and regulations. The District has a good internal control system over its General Fund, Extraclassroom Fund, and Federal Funds. The staff has been addressing certain items and recommendations made in the past have been taken care of...others have been worked upon and progress has been made. The single audit report, specifically, federal grant monies, is compliant and a good report, as is the report on extraclassroom activity funds. In order to have a good audit, you need to be able to get all the evidence for an audit opinion and access to records...you need the full cooperation from staff. It is important for the District to know that the firm had the full cooperation of Mr. Sam Schneider, Assistant Superintendent for Business, and office staff and they are most appreciative of that.

*Presentation of
External Auditor's Report
-Cullen & Danowski*

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A motion was made by Mr. Meyer, seconded by Mr. Hsiang, to approve the following resolution:

Acceptance of
Audit Report
-Approved

RESOLVED, that based on the recommendations of the Audit Committee of the Board of Education, the Board of Education of the Riverhead Central School District hereby accepts the annual financial statements and independent auditor's reports (General, Extraclassroom and Federal Funds) for the fiscal year ending June 30, 2011 as performed and prepared by Cullen & Danowski, LLP, Certified Public Accountants, for submittal to the New York State Education Department.

Yes 7 No 0
Motion Carried.

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

Student External
Internships
-Approved

RESOLVED, that the Board of Education of the Riverhead Central School District hereby authorizes the placement of certain students in external internships with non-school district organizations as part of their Individual Educational Plans or to serve other specific educational needs as determined by the Superintendent or her designees.

Yes 7 No 0
Motion Carried.

A motion was made by Mr. Meyer, seconded by Mr. Griffing, to approve the following resolution:

Authorization of
Budgetary Increase
-Approved

RESOLVED, that the Board of Education of the Riverhead Central School District authorizes a budgetary increase to the budget line of Salary, A1620-161-02-1000, in an amount not to exceed \$2,788.80, to be offset by the Reserve for Employee Benefit Accrued Liability Reserve pursuant to General Municipal §6-P.

Yes 7 No 0
Motion Carried.

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

Approval of Soil Boring Services
-Approved

WHEREAS, the District issued an RFP on November 2, 2011 for Soil Boring Services; and

WHEREAS, the responses to the RFP were analyzed for professional merit by BBS Architects and the District Administration; and

WHEREAS, the proposal from Soil Mechanics Drilling Corporation, 3770 Merrick Road, Seaford, NY 11783 was found to be the most responsive and cost effective for the District;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Riverhead Central School District hereby approves a contract with Soil Mechanics Drilling Corporation in the amount of \$48,805.00 for all services as outlined in the corresponding RFP; and, authorizes the President of the Board of Education and the Superintendent to sign said contract and authorizes the issuance of a purchase order to the said professional for the purchase of such services detailed in the proposal.

Yes 7 No 0
Motion Carried.

A motion was made by Mr. Griffing, seconded by Mr. Hsiang, to approve the following resolution:

Approval of Surveying Services
-Approved

WHEREAS, the District issued an RFP on November 2, 2011 for Surveying Services; and

WHEREAS, the responses to the RFP were analyzed for professional merit by BBS Architects and the District Administration; and

WHEREAS, the proposal from L.K. McLean Associates, PC, 437 South Country Road, Brookhaven, NY 11719 was found to be the most responsive and cost effective for the District;

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NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Riverhead Central School District hereby approves a contract with L.K. McLean Associates, PC, in the amount of \$90,200.00 for all services as outlined in the corresponding RFP; and, authorizes the President of the Board of Education and the Superintendent to sign said contract and authorizes the issuance of a purchase order to the said professional for the purchase of such services detailed in the proposal.

Yes 7 No 0
Motion Carried.

A motion was made by Mr. Hsiang, seconded by Mr. Falisi, to approve the following resolution:

RESOLVED, that the authorization granted on October 25, 2011 for the Riverhead Varsity Cheerleading team for approximately 14 students to participate in the Cheersport National High School Cheerleading Competition in Atlanta, Georgia on February 17-20, 2012 is amended to carry a total cost to the District not to exceed \$300 for transportation.

Yes 7 No 0
Motion Carried.

Ms. Carney commented on the exciting things that are happening within our schools that include:

- ❖ Please look at the school calendar and try to attend the many winter concerts and plays taking place.
- ❖ High School Senior, Amanda Gallo, has been awarded a 4-year Naval ROTC scholarship of \$180,000 to attend the college of her choice. She is one of six students in the NJROTC district which includes northern New Jersey, New York City, parts of Westchester, and Long Island who were hand-picked for the award.

Approval to Amend
Cost of Out of
State/Overnight Field
Trip
-Approved

Opportunity for
Superintendent

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- ❖ On November 23rd, Mr. McKillop's students had a series of speakers come to their Public Policy class at the High School. Speakers included Suffolk County Commissioner of Social Services, Gregg Blass; Suffolk County Legislator Ed Romaine; and, New York State Senator Ken LaValle.
- ❖ On November 22nd, Mr. Jared Campbell, an accomplished singer/songwriter from upstate New York, assisted in the Middle School's commitment in character education and spoke with the students about his life and choices and the importance of pursuing one's passions.
- ❖ On November 23rd, the Phillips Avenue Elementary School held their Second Annual Community Café. More than 400 people attended a pancake breakfast hosted by the administration, teachers and staff at Phillips Avenue. School Board members and central administration volunteered their time to serve pancakes and much appreciation is extended to all businesses and organizations that donated supplies for this wonderful event.
- ❖ The Riverhead Chamber of Commerce has announced its annual People of the Year winners with the Riverhead High School NJROTC as recipient of the "Spirit of Riverhead" Award. The Chamber will host a celebration on December 9 at The Sea Star Ballroom at The Hyatt Hotel on East Main Street from 6:00-10:00 p.m.
- ❖ Our Latinists dominated in the annual Suffolk County Declamatio competition on November 14 held at SUNY Stony Brook. They came home with 11 out of 14 awards!
- ❖ One of our coaches, Allan Borghard, passed away on November 15th. We acknowledge this man who gave tirelessly as the inspiration to create a Crew Team for the District and we hope to continue his legacy and love of the sport.

Upcoming events are:

- The Blue Masques will present the musical, "Working", on December 9 and 10 @ 7:00 p.m. and a matinee on December 11 @ 2:00 p.m.

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- The Riverhead Special Education PTA (SEPTA) invites you to a presentation: *The Bullyfrog Program/Cyberbullies Beware*, on December 7 @ 7:00 p.m. in the Riverhead Middle School Cafetorium. This is a program for the community to combat bullying and advocate for our special education students and families.

Approved contracts under \$25,000 signed by the Superintendent of Schools:

Suffolk County Community College	Dietician Intern Program	\$ 0
John Neely	Teach Digital Photography Fall/Winter	\$ 1,628
Consuelo Ludlam	Interpreter for teacher conferences	\$ 400
Zuheida Valentin	Interpreter for teacher conferences	\$ 400
Johanna Boutcher	Interpreter for teacher conferences	\$ 400
Rebecca Ruchman	Interpreter for teacher conferences	\$ 750
Federation of Organizations	Foster Grandparent Program	\$ 0
Cleary School for the Deaf	SEDCAR	\$ 1,936
Transportation Advisory Services	Transportation Study	\$ 14,250

Mrs. Cotten-DeGrasse encouraged everyone to attend Riverhead SEPTA's presentation on December 7th, with guest speakers and representatives from law enforcement, to help our children deal with bullying and cyberbullying behavior. She also encouraged the community to attend the Annual NJROTC Review on December 9th in the gymnasium @ 9:00 a.m. as it is truly impressive. She expressed her pleasure to serve pancakes at the community breakfast at the Phillips Avenue Elementary School and thanked the school for the opportunity to participate.

Opportunity for
Board Members

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Mrs. Lantz commented on her recent participation in a NYSSBA Policy Workshop entitled, *Implementing the Dignity for All Students Act*, which becomes effective June 2012. It was an intense four hours of learning to implement the rights of children when it comes to bullying. She also said that the number of people who attended the fundraiser for Christopher Timpone at Aquebogue Elementary School on November 19th was overwhelming and made quite a statement to see how everyone came together for this young boy who is battling a rare bone cancer.

There were no comments made by the R.C.F.A.

Opportunity for R.C.F.A.

There were no community comments.

Community Comments

A motion was made by Mr. Meyer, seconded by Mr. Griffing, to adjourn the meeting.

Adjournment

Yes 7 No 0
Motion Carried.

The meeting adjourned at 7:47 p.m.

Respectfully submitted,


Barbara O'Kula
District Clerk

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Professional Personnel Recommendations:

The Superintendent of Schools recommends the following personnel actions:

<u>Name:</u>	<u>Title:</u>	<u>Effective Date:</u>
<u>Appointments:</u>		
Laura Medina	Spanish Teacher/Leave Replacement (Replacing Carole MacQuarrie)	11/28/11-1/28/12
Joann De Gruccio	Home Instructor	2011-2012 School Year
Eileen Mackey	Home Instructor	2011-2012 School Year
Jill Tapper	Home Instructor	2011-2012 School Year
Serigne Babacar Mboup	Substitute Teacher	2011-2012 School Year
Andrea Rawlings	Substitute Teacher	2011-2012 School Year
Tracey Carron	Substitute Teaching Assistant	2011-2012 School Year
William Chilton	Substitute Teaching Assistant	2011-2012 School Year
Jeffrey Oscarczuk	Substitute Teaching Assistant	2011-2012 School Year

Extension of Appointment

Maureen Hollett	Reading Teacher Leave Replacement-Riley (Replacing Tara Cunningham)	To: 11/3/11-12/2/11
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Salary Advancements:

Stephanie Dubois (.5 ESL Teacher)	From: BA 15 Step 1 To: MA Step 1	9/1/11
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AM Supervision, PM Detention, 1-4 Suspension, Chaperone, Art in Action:

<i>The following individual may cover any or all of the above positions:</i>	9/1/11-1/31/12
	2/1/12-6/30/12

Jackie Adla	Tim McElroy	Gary Karlson	Judy Rosica
Maureen Ahern	Cathy Fasanelli	Georgette Keller	Debra Spinelli
Corrine Arrasate	Janine Friscia	James Lull	Colleen Stalter
Barbara Barosa	Cyndi Haverty	Janine Mastropaolo	Lenore Thomas
Jennifer Barth	Melissa Haupt	Tammi Michaelson	Stacy Tuohy
Lisa Bohleber	Kathleen Horn	John Nobile	Kim Ulmet
Roy Buccola	Jennifer Hughes	Renee Panos	Donna Verbeck
Debbie Cantalupo	Jen Jaeger	Edie Reisenberg	Rebecca Winkel
Carolyn Colantropo	Anselma Jimenez	James Richardson	Megan Zureck
Kelly Cregan	Marion Johnson	Melissa Ries	

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Appointments continued:**Homework Help and Enrichment Program:**

The following individuals may cover the above position:

9/1/11-1/31/12

2/1/12-6/30/12

Jackie Adla	Tim McElroy	Georgette Keller	Colleen Stalter
Maureen Ahern	Cathy Fasanelli	Janine Mastropaolo	Lenore Thomas
Corrine Arrasate	Janine Friscia	Tammi Michaelson	Stacy Tuohy
Barbara Barosa	Cyndi Haverty	John Nobile	Kim Ulmet
Jennifer Barth	Melissa Haupt	Renee Panos	Donna Verbeck
Lisa Bohleber	Kathleen Horn	Edie Reisenberg	Rebecca Winkel
Roy Buccola	Jennifer Hughes	James Richardson	Megan Zureck
Debbie Cantalupo	Jen Jaeger	Melissa Ries	
Carolyn Colantropo	Anselma Jimenez	Judy Rosica	
Kelly Cregan	Gary Karlson	Debra Spinelli	

Athletic Supervisor, Chaperone, Chain Holder, Timekeeper and Announcer :

The following individuals may cover the above positions:

Nancy King

9/1/11-1/31/12

Greg Sanders

2/1/12-6/30/12

2-4 Program :

Sandra Quinteros	Teaching Assistant	11/16/11
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Civil Service Personnel Recommendations:

The Superintendent of Schools recommends the following personnel actions:

<u>Name:</u>	<u>Title</u>	<u>Date</u>
<u>Appointments:</u>		
Barbara Drexel	Substitute School Monitor	11/30/2011-6/30/12
Sharon Mirra	Substitute School Monitor	11/30/2011-6/30/12
Jacqueline Andrejack	Substitute Teacher Aide	2011-2012 School Year
Jeffrey Oscarczuk	Substitute Teacher Aide	2011-2012 School Year
Tameka Pinckney	Substitute Teacher Aide	2011-2012 School Year
Tabitha Rubio	Substitute Teacher Aide	2011-2012 School Year
Christine Zuhoski	Substitute Teacher Aide	2011-2012 School Year
Linda Brunke	Substitute Clerk Typist	2011-2012 School Year
Richard Quick	Substitute School Bus Monitor	2011-2012 School Year
Chris Bassat	Student Worker Level 1	2011-2012 School Year
Dakota Cardillo	Student Worker Level 1	2011-2012 School Year

Resignations

Yolanda Thompson	School Lunch Monitor	11/7/2011
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