

(298)

MINUTES
BOARD OF EDUCATION
Regular Meeting – April 12, 2011
High School Cafeteria

NOT BOARD APPROVED

PRESENT: President, Mrs. Ann Cotten-DeGrasse; Vice President, Mr. Gregory Meyer; Mrs. Kathleen V. Berezny; and, Mrs. Amelia Lantz.

LATE: Ms. Angela DeVito and Mr. Jeffrey Falisi.

ABSENT: Mr. Timothy Griffing.

ALSO PRESENT: Ms. Nancy Carney, Dr. Lois Etzel, Mr. Joseph Ogeka, Jr., and Mr. Joseph Singleton.

There was one other person from the public in attendance.

Board President, Mrs. Cotten-DeGrasse, called the meeting to order at 5:35 p.m.

Call to Order

A motion was made by Mr. Meyer, seconded by Mrs. Berezny, to recess to executive session to discuss personnel.

Recess to
Executive Session

Yes 4 No 0
Motion Carried.

The Board of Education recessed to Executive Session at 5:36 p.m.

Ms. DeVito arrived at 5:37 p.m.

Mr. Falisi arrived at 5:55 p.m.

A motion was made by Mr. Meyer, seconded by Mrs. Berezny, 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 7:12 p.m. with the pledge of allegiance to the flag.

Pledge of Allegiance

There were about 30 other people in attendance.

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ALSO PRESENT: Mrs. Barbara O’Kula.

A motion was made by Ms. DeVito, seconded by Mrs. Berezny, to accept the agenda as published.

Acceptance of Agenda
as Published

-Approved

Yes 6 No 0
Motion Carried.

Ms. Carney announced that the district plans to adopt a spending plan for 2011-2012 in the amount of \$109,594,658 which is a 1.26% budget-to-budget increase. This is the smallest increase in the district’s recent history. She stated that this was a particularly challenging year due to the loss of almost \$2.6 million in state aid and increases in pension costs. The Board of Education and administration has tried their best to be fiscally responsible while preserving programs and services that our children deserve. The proposed budget represents almost \$4 million in reductions in all areas. The budget eliminates 38 positions that includes 15 teaching positions as well as cuts in attendance to conferences and the restructuring of some of our programs. The proposed budget includes the use of \$3,440,000 from the estimated 2011-2012 fund balance and would raise the tax levy by 4.93% due in large part to the loss in state aid and increases in pension costs.

Highlight of
2011-2012 Budget

Mr. Griffing arrived at 7:15 p.m.

Comments from the community related to Agenda topics only are:

Community Comments

-a retired librarian expressed concern that Roanoke parents are “in the dark” about the impact of the budget and loss of staff effected. It’s time to not look at Roanoke as the smallest school – but time to look at the children and their needs (*i.e.*, poverty, language and social skills) that need to be addressed. (Mrs. Cotten-DeGrasse stated that emotions run high with the Board as well. Ms. Carney thanked her for her passion for literacy as there is nothing more crucial to the district than to keep initiatives with reading programs and services. In moving positions at Roanoke...a full time security guard remains in place along with a .8 librarian and .6 art teacher; and, that Roanoke will not be a school that gets less due to its size.)

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- a "Thank You" to the Board for their effort in putting a fiscally responsible budget together
- an observation that the MTA payroll tax is a significant expenditure for the district and suggestion that the school district unify and take the stance with legislators and government representatives to exempt the school district from this payroll tax. (Mr. Singleton stated that the legislature was successful to put into this year and next a refund, dollar for dollar, of the amount that the district paid for the MTA tax.)
- notice that there is a glaring reduction in security guards (Ms. Carney stated that there is a reduction of five security guards; however, each building will have a security guard in place. Meetings have been held with Mr. Henderson, Head of Security, to implement flex schedules for security guards at critical times (*i.e.*, arrival and dismissal times.) She further stated that staff reductions include: 4 Administrators (Assistant Principal at the High School, 2 Directors, 1 Assistant Director of Special Education); 15 teaching positions including 5 elementary positions; 1 Guidance Counselor; 1 Art teacher; 2 Math teachers; 1 Social Studies teacher; 1 Special Education teacher; 5 Security guards; 1 Mechanic; and, 3 Clerical. Through retirements, the district will be able to bring some people back.)
- is there any increase in funding of education from the New York State Lottery? (Mr. Singleton stated that there is no increase...the state takes a lot in and apportions the monies. There has been no increase and the monies are really part of the total state budget.)
- statement that other school districts seem to receive more funding than Riverhead and that census statistics should be considered. (Mr. Singleton cited Shoreham-Wading River School District, as an example, that had the nuclear power plant; and, that after many years of litigation, the Shoreham-Wading River School District proved to the state that they were short-changed due to its closure. The state agreed to pay them \$36 million over a number of years and they started to receive that money two years ago.)
- understanding that there is a need for cuts to be made but why the media center since an elementary school librarian is key and a core...it should be a full time position in the elementary schools.
- security comes first...we need more security guards at the High School (Mrs. Cotten-DeGrasse stated that it is almost assured that a 2% tax cap will go into effect next year. That means we will be working with a negative budget for the next five years. It will get worse before it gets better. Mrs. Lantz respectfully asked the public to understand that putting the budget together and making the necessary cuts was a really difficult process.)

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-request for explanation of the sick leave bank resolution on the agenda (Mr. Ogeka explained that the sick leave bank is for the Administrators' Association and is in reference to one of the administrators who has been ill...once all sick days and accrued days are used up, each member of the Association can donate up to five days to the individual.)

-How much will the district apply for with regard to the application for 2010 Qualified School Construction Bonds? (Per Mr. Singleton: The district will apply for up to \$5 million. \$172 million is available under this program. The only cost involved will be a trip to Albany to meet with representatives and file the application which must be filed by May 6.)

-Is there any cost to the district for the trip to the Educators Tour to MDC in Washington, D.C.? (Answer: No cost.)

-Roanoke is one of three Title I schools in the district that has a lot of needs. The loss of a librarian and differing staff patterns leads to instability

-Ms. Barbara Barosa, President of the R.C.F.A. stated that close to 55 positions have been lost over the past five years. The state budget does not meet our needs in Riverhead...we are a community that is land rich and tax poor. Albany needs to hear from Riverhead. You can go on the website: www.NYSUT.org and click the column, *Legislative Action*. We need to make sure that our local assemblymen and senators lobby to get our fair share of state aid. We need to be more politically active – write letters, go to Albany, etc. to get more funding for Riverhead.

A motion was made by Mr. Meyer, seconded by Mr. Falisi, to approve the consent agenda:

CONSENT AGENDA

Approval of Minutes

-Approval of Minutes

Regular Meeting – March 8, 2011
Special Meeting – March 15, 2011
Regular Meeting – March 22, 2011

Budget Transfers

-Budget Transfers

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

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<u>To Code:</u>	<u>From Code:</u>	<u>Amount</u>
1430-198-99-1000	9060-808-99-1000	\$ 54,000.00
2020-198-99-1000	2110-141-99-1000	100,000.00
2830-198-99-1000	2825-135-99-1000	46,000.00
1621-198-99-1000	1620-198-99-1000	47,000.00
	1621-180-99-2852	

Personnel

-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:

(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.

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

Adoption of
2011-2012 Budget
-\$109,594,658
-Approved

RESOLVED, that the Board of Education of the Riverhead Central School District adopts the proposed budget as presented for the 2011-2012 school year in the total amount of \$109,594,658 to be presented to the public at a budget hearing on May 10, 2011; and, be it further

RESOLVED, that the Property Tax Report Card for the 2011-2012 school year be approved.

Yes 7 No 0
Motion Carried.

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NOT BOARD APPROVED

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

Approval of Agreement
-RAA Sick Leave
-Approved

RESOLVED, that the Board of Education of the Riverhead Central School District approves the Agreement between the Riverhead Central School District and the Riverhead Administrators Association (RAA) to create a sick leave bank in consideration of the mutual agreement contained therein, dated April 12, 2011; and, authorizes the President of the Board of Education to sign such Agreement.

Yes 7 No 0
Motion Carried.

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

Call for Meeting of
Component Districts
Boards of Education
-April 27, 2011
-Approved

WHEREAS, all component district Boards of Education are requested to meet on April 27, 2011 to vote on the Board of Cooperative Educational Services Administrative Budget for 2011-2012 and to elect Members of the Eastern Suffolk BOCES Board, be it

RESOLVED, that the Board of Education of the Riverhead Central School District will hold a special meeting for such purpose on April 27, 2011 at the District Administration Office at 10:00 a.m.

Yes 7 No 0
Motion Carried.

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

Amended 2011
Repair Reserve Fund
-\$5,000,000
-Approved

WHEREAS, the Riverhead Central School District has extensive capital needs including, but not limited to, the acquisition, design, planning, construction, reconstruction, rehabilitation, preservation, development, improvement or modernization of school facilities, and

WHEREAS, the Board of Education has appointed The Community Partnership for Revitalization Team to study the long range needs of the District, and

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NOT BOARD APPROVED

WHEREAS, the financing of major facility improvements will be considered for submittal to the taxpayers during the 2011-2012 school year, and

WHEREAS, the District may require major repairs to one or more of the schools, prior to the permanent financing being approved, and

WHEREAS, the funding may be financed from unallocated District funds, State funds designated for capital improvements, or donations, except in emergency, all expenditures shall be subject to a public hearing", therefore be it

RESOLVED, that the 2011 Repair Reserve Fund is hereby approved, according to provisions of Section 6-d of New York General Municipal Law and the following amended proposition is to be placed on the ballot for the May 17, 2011 vote of the residents:

"Shall the Board of Education be authorized to transfer unallocated District funds, State funds for capital improvements or donations to the 2011 Repair Reserve Fund, in an amount not to exceed \$5,000,000, for the purpose of funding major repairs to the facilities of the District?"

Mr. Singleton explained that upon examination, it is felt that an increase from \$3 million to \$5 million would give the district some leeway in case we need some additional funding from the state and use that money for any emergency repairs at the buildings until a capital project is approved.

Yes 7 No 0
Motion Carried.

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

RESOLVED, that the Board of Education of the Riverhead Central School District hereby authorizes the President of the Board of Education and the Superintendent of Schools to apply for 2010 Qualified School Construction Bonds (QSCB).

Application for 2010
Qualified School
Construction Bonds
-Approved

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NOT BOARD APPROVED

Mr. Singleton stated that the district just learned about this program in the last few days and that application must be made by May 6.

Yes 7 No 0
Motion Carried.

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

RESOLVED, that the Board of Education of the Riverhead Central School District approves the attendance of Board member, Kathleen Berezny, as a representative of the Riverhead Central School District to the Educators Tour to MDW (Military District of Washington) in Washington, D.C. on April 18-21, 2011.

Approval for Board
Member to Attend
Educators Tour to MDW
-Kathleen Berezny
-Approved

Yes 7 No 0
Motion Carried.

A motion was made by Mrs. Berezny, seconded by Mr. Meyer, to approve the following resolutions:

Out of State
Field Trips
-Approved

1.) RESOLVED, that the Board of Education of the Riverhead Central School District approves the field trip to the Medieval Times Tournament in Lyndhurst, New Jersey for all sixth grade students to the performances on Tuesday, June 14, 2011(1/2 students) and Wednesday June 15, 2011(1/2 students). The trip is funded through Cultural Arts and the Pulaski Street PT0. The total cost to the district is not to exceed \$150.

2.) RESOLVED, that the Board of Education of the Riverhead Central School District approves the field trip for the Riverhead Varsity Girls' Track and Field team for 10-12 students to attend the Penn Relays in Philadelphia, Pennsylvania on April 28, 2011. The total cost to the district shall not exceed \$1,050.

Yes 7 No 0
Motion Carried.

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

Overnight/Out of State
Field Trip
-Approved

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NOT BOARD APPROVED

RESOLVED, that the Board of Education of the Riverhead Central School District approves the field trip for the Riverhead Varsity Boys' Track and Field team (approximately 6-7 students) to Philadelphia, Pennsylvania, to attend the Penn Relays on April 29-30, 2011. The total cost to the district for transportation, food, lodging, entry fees, coaches, and substitutes shall not exceed \$1,500.

Yes 7 No 0
Motion Carried.

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

Intermunicipal
Agreement with
Suffolk County
-Approved

RESOLVED, that the Board of Education of the Riverhead Central School District approves the Intermunicipal Agreement with Suffolk County which authorizes the Riverhead Central School District to purchase natural gas through the agreement with other districts and municipalities in Suffolk County; and, authorizes the President of the Board of Education to sign such Agreement.

Ms. DeVito inquired as to whether we anticipate any savings with this agreement. (Mr. Singleton stated that this is relatively new and has no estimate at this time.)

Yes 7 No 0
Motion Carried.

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

Extension of Bids
-Approved

WHEREAS, the District solicited bids for the following items and/or services, and the District entered into a contract with the vendor that is renewable under the same terms and conditions for an additional one year period; now, therefore, be it

RESOLVED, that the bids listed on the following chart are extended for an additional one year period.

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Bid #	Bid Name	Vendor Name	Extension Period
RH09-022	Fall Athletic Uniforms	Metuchen Center Varsity Spirit Fashions/CDT	July 1, 2011- June 30, 2012
RH10-015	Bus Transportation	Primary: Adelwerth Bus Corp. Secondary: First Student Inc.	July 1, 2011- June 30, 2012
RH10-018	Fall Athletic Supplies	Cannon Sports Metuchen Center, Inc. Port Jefferson Sports Sport Supply Group, Inc.	June 9, 2011- June 8, 2012
RH10-019	Fall Athletic Uniforms	GTM Sportswear Port Jefferson Sports Riddell Sports Group, Inc.	June 9, 2011- June 8, 2012
RH10-026	Bread for School Lunch Program	Interstate Brands Corp.	July 1, 2011- June 30, 2012

Yes 7 No 0
Motion Carried

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

Donation
-Approved

RESOLVED, that the Board of Education of the Riverhead Central School District hereby accepts the donation from Riley Avenue Parents Association of \$3,542.21 for the play, *Cinderella*.

Yes 6
Mrs. Berezny
Mrs. Cotten-DeGrasse
Mr. Falisi
Mr. Griffing
Mrs. Lantz
Mr. Meyer

NOT BOARD APPROVED

No 1
Ms. DeVito

Motion Carried.

The Superintendent made the following announcements:

Opportunity for
Superintendent

- on March 24, the Riverhead NJROTC cadets traveled to Connecticut for the annual military orientation where they toured several museums and got some hands-on time in a variety of ship driving simulators.
- on March 25, in recognition of National Agriculture Week, representatives from the Hallockville Museum Farm and Suffolk County Legislator Ed Romaine visited the 2nd grade classrooms at Riley Avenue Elementary School where live chicks were brought into the classroom for the children to touch, hold, and study the life cycle of the chicken.
- on April 4, our Latinists competed in the annual Latin Certamen at Stony Brook University. The 9th and 10th grade teams came in 3rd and the 11th and 12th grade teams placed 2nd.
- Bravo! to the Blue Masques for their performance, "Once Upon A Mattress".
- on April 6, peer mediators from the High School conducted two training sessions with 7th graders at the Middle School who will be peer mediators next year.
- on April 6, the High School hosted a breakfast for the members and new inductees of the National Honor Society. There are 62 new inductees and their induction ceremony will be held on April 27th at the Vineyard Caterers in Aquebogue.
- on April 7, Roanoke and Aquebogue Elementary Schools hosted their annual Science Fairs.
- on April 7, two more videos were posted on the district website by the MSG Varsity Crew. The Crew made a great trailer for the Blue Masques Musical, "Once Upon A Mattress." Another video entitled, "Let's Make A Deal" is a promotional piece for the ongoing Food Scavenger Hunt for needy families sponsored by the Class of 2014.
- on April 8-10, seven members of the Key Club, along with Club Advisor, Louise Wilkinson, went to the Leadership Training Conference in Albany. There were about 800 students competing in various categories - Riverhead won four awards!
- on April 14, Community Role Models Speaker, Dr. Marilyn McLaughlin, will speak to our 4th graders at the Pulaski Street School Auditorium.

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- the Middle School Spring Concert will be held on April 13 and 14 at the High School Auditorium
- the next CPR team meeting will be held on April 13th in the High School Cafeteria.
- UPK registration for the 2011-2012 school year is scheduled for April 25th at the Pupil Personnel Services office
- the first R.C.F.A. 5K Run/Walk for the R.C.F.A. Scholarship Fund will be held on April 30th starting at 9:00 a.m. at the Middle School.
- Reminder: The last date to submit petitions to run as candidates to the Board of Education is April 18 by 5:00 p.m. The Budget Vote and Election of Board Members will be held on Tuesday, May 17 between the hours of 6:00 a.m. and 9:00 p.m. in the High School Gymnasium.

Approved contracts under \$100,000 signed by the Superintendent

Teachers College	Professional Development	\$ 2,400.00
Laura Grable	Mentor 3/23/11-6/30/11	\$ 500.00
Dr. Lao/Peconic Pediatrics	School Physician	\$25,000.00

Adult Education Vendors

John Neely	Digital Instruction	\$ 814.40
Anthony Yaruso	Driver Education	\$ 1,530.00
Virginia Koetzner	Self-help Workshops	\$ 203.60
Lisa Stevenson	Instruction of LI History	\$ 407.20
Theresa Boyle	Spanish Instruction	\$ 407.20
Susan Cincotta	Instruction of Pilates/Yoga	\$ 610.80

Ms. DeVito expressed her concerns on safety issues at Riley. She has prepared a report on her observations of arrival/dismissal times at the school and included suggestions for changes that are needed. She is in the process of arranging to observe same at the Aquebogue school for safety and security issues. He has also met with Mr. Gassar at the High School to coordinate the Business Advisory Committee's plans to implement an Essential Skills program at both the High School and Middle School. She encouraged the community to take up the challenge in the upcoming 2nd Annual Cardboard Race; and, she is actively involved in establishing two community gardens at the High School and Middle School.

Opportunity for Board Members

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Mrs. Berezny commented on the following:

-On April 2nd, she attended the award ceremony sponsored by the Kiwanis Club of Greater Riverhead that recognized Ann Cotten-DeGrasse, Patrick Harris, Fran Cobb, and Carl James for their service to our community at the Annual Breakfast of Stars.

-On April 6th, she attended the Culinary Arts dinner at the H.B. Ward Technical Center where the students did a great job in preparing the food.

-On April 2, she attended "Once Upon A Mattress" presented by the Riverhead Blue Masques where the donation of three new state-of-the-art microphones were donated and presented to the Superintendent, Ms. Carney, and Board President, Mrs. Ann Cotten-DeGrasse for the sound system at the High School.

-She attended all the Science Fairs at Roanoke, Riley, and Aquebogue and congratulated all the students for the projects they presented.

-The NJROTC Unit will be holding a Craft Fair and Chinese Auction of April 15 at the High School. She encouraged everyone to attend this event.

-*Good Luck* to the Riverhead Teaching Assistants and their upcoming fundraiser at Martha Clara Vineyards to raise money for scholarships.

On behalf of the Board of Education, Mr. Meyer, presented Board Achievement Awards to Mrs. Cotten-DeGrasse, Mrs. Berezny, Mrs. Lantz, and Mr. Falisi for their active and ongoing participation in New York State School Boards Association development activities. These Board members have earned at least 75 points by participating in workshops and conferences to expand their knowledge and skills on school district governance.

Mrs. Cotten-DeGrasse reported on the recent meeting of the Inter-Governmental Committee and their effort to revise the Board Policy Manual. They met with a representative from New York State School Boards Association to review sections (will be in three parts) of policies and make corrections, additions, etc All policies will eventually be put on-line on the district's website.

Ms. Barbara Barosa, President of the R.C.F.A. announced that registration is going well for their 1st 5K Run/Walk for the R.C.F.A. Scholarship Fund on April 30th. The race starts at 9:00 a.m. at the Riverhead Middle School.

Opportunity for R.C.F.A.

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Additional comments from the community include:

Community Comments

-“Thank You” to the Board of Education for their support of the High School Orchestra to go into Manhattan. They did a phenonemonel job.

-the President of the Touchdown Club expressed his concern on recent comments heard on WRIV that football players will not play unless they sell the discount football cards that help to support programs, equipment, etc. This information is wrong and he asked for a public retraction.

-a member of the community responded that she had had a conversation with the Superintendent about this. She offered no retraction since this is something she has heard from students for years when she was a member of the High School PTO and Executive Council.

Mrs. Cotten-DeGrasse stated that what has been said implies that this goes on and the Board sanctions it. If there is a formal complaint, the complaint needs to be followed up through the Chain of Command. Mrs. Berezny stated that she has heard these comments and that if the kids can't sell the 10-20 cards they are given, they will ask other kids to take them. Mr. Griffing stated that if a student does not sell the appropriate number of discount cards – they will not play – is NOT the case. For anyone to say that this is happening, has no knowledge. Our kids need to be motivated.

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

Adjournment

Yes 7 No 0
Motion Carried.

The meeting adjourned at 8:41 p.m.

Respectfully submitted,


Barbara O'Kula
District Clerk

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Personnel

Professional Personnel Recommendations

<u>Name</u>	<u>Title & Area:</u>	<u>Effective Date:</u>
<u>Appointments:</u>		
Hollet, Maureen	Elementary Reading Teacher (Rep. Barbara Glanz)	Probationary Appointment 3/1/2011-3/1/2014
Lawrence, William	Leave Replacement-Phillips Avenue (Rep. Melissa Richardson)	4/8/2011-6/1/2011
Mastropaolo, Janine	School Social Worker (Rep. Jennifer Olsen)	Probationary Appointment 5/9/2011- 5/9/2014

Coaching Appointments:

Amitrano, Frank	7th Grade Boys' Baseball Head	Spring 2011
Kenna, Sean	Middle School Boys' Lacrosse Assistant	Spring 2011

Request for Unpaid Leave of Absence:

Richardson, Melissa	Teacher - Phillips Avenue	5/10/2011-6/1/2011
<u>Title - F11 T11A-2110-150</u>		
Paterno, Michelle	Collegial Circle Grammer	2/1/2011- 4/13/2011

10-11 Title IIA Grant

Kenneally, Courtney	Reading Recovery	Spring 2011
Hamilton, Lauren	Reading Recovery	Spring 2011
Cunningham, Tara	Reading Recovery	Spring 2011
Weber, Carrie	Reading Recovery	Spring 2011
Arrasate, Corinne	Reading Recovery	Spring 2011
Keller, Georgette	Reading Recovery	Spring 2011
Goulding, Lisa	Mentor	3/23/2011-6/30/2011

10-11 611 Idea Grant

Candela, Tara	SSD Coordinator/Transition Planning	7/1/10-6/30/11
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Resignation:

Hackal, Scott	7th Grade Boys' Baseball Head	3/28/2011
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Civil Service Personnel

<u>Name</u>	<u>Title:</u>	<u>Effective Date:</u>
<u>Substitute Appointments:</u>		
Bernhardt, Peter	Substitute Teacher Aide	4/13/2011-6/24/2011
Gambaiani, Lauren	Substitute Teacher Aide	4/13/2011-6/24/2011
Guccione, Krystal	Substitute Teacher Aide	4/13/2011-6/24/2011
Krawczyk, Amy	Substitute Teacher Aide	4/07/2011-6/24/2011
Olsen, Debra	Substitute Teacher Aide	4/13/2011-6/24/2011
Plattner, Susan	Substitute Teacher Aide	4/13/2011-6/24/2011

Request for Unpaid Leave of Absence:

Gillies, Denise	Special Ed. Aide - Pulaski Street	4/26/2011-5/20/2011
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