

**BOARD OF EDUCATION  
ISLAND PARK UNION FREE SCHOOL DISTRICT  
ISLAND PARK, NEW YORK**

**MINUTES OF REGULAR BUSINESS MEETING OF THE BOARD OF EDUCATION**, duly called and held on Monday, October 24, 2016 in the Conference Center. Jack Vobis, President, called the meeting to order at 7:35 p.m.

**PLEDGE OF ALLEGIANCE**

**CERTIFICATION**

The District Clerk certified that pursuant to Section 104, Open Meetings Law, notice of meeting was sent to the Oceanside-Island Park Herald, the Island Park Tribune and posted at both schools, the Public Library and Village Hall. Further, all members of the Board of Education had due notice of said meeting.

**ROLL CALL**

JACK VOBIS, President

DIANA CARACCILOLO, Vice President

TARA BYRNE, Trustee

KATHLEEN McDONOUGH, Trustee

MATTHEW F. PACCIONE, Trustee

ROSMARIE T. BOVINO, Superintendent of Schools

MARA HARVEY, District Counsel

MARIE DONNELLY, School Business Official

MARIANNE DeCICCO, District Clerk

**APPROVAL OF MINUTES:**

**Resolution #165 -2016-2017 - Minutes of Regular Business Meeting dated September 26, 2016:**

On a motion duly made by Diana Caracciolo, seconded by Matthew F. Paccione, resolved that the Board of Education approve the Minutes of the Regular Business Meeting dated September 26, 2016. Reading of same being waived. Upon vote, motion unanimously carried.

**PRESENTATIONS TO THE BOARD OF EDUCATION:**

**FXH and LOMS Student of the Month Recognition**

In Island Park Schools, we recognize good citizenship as an important quality in our students and want to recognize the students who exhibit the characteristics of good citizens. Good citizens work together with their classmates and teachers with a cooperative attitude. They complete their work diligently and exhibit good behavior. Many of them display leadership qualities, serving as role models for their peers.

Jacob Russum, Principal of the Francis X. Hegarty School, called upon the following students to receive their recognition as Student of the Month for September:

Kindergarten, Luca Ragan

Second Grade, Alexandria Sundquist

Fourth Grade, Makayla Salberg

First Grade, Giavanna Leach

Third Grade, Ari Hernandez

Vincent Randazzo, Principal of the Lincoln Orens Middle School, called upon the following students to receive their recognition as Student of the Month for September:

Fifth Grade, Erin Khankan

Seventh Grade, Jozeph Umana

Sixth Grade, Michael Contreras

Eighth Grade, Sydney Faivre

Dr. Bovino congratulated the boys and girls that were awarded the Student of the Month recognition. She stated that she, the Board of Education, Dr. Scimeca and their principals believe that each one of the students has distinguished themselves not just for their talents and abilities but for their effort and

persistence that they put into everything they do in school. As student of the month for their entire grade, they make their parents proud, their school proud and their community proud. Thank you to PTA for providing the refreshments and gifts to our students.

Dr. Bovino discussed the student artwork that was displayed around the conference room in honor of the Board's commitment to the students. She stated that surrounding the room are 8 pieces of artwork that Mrs. Horn and Mrs. Seifert selected from last spring's art show. The artists, themselves, gave the teachers permission for their work to be hanged. Dr. Bovino stated that it seems apropos for this room in which we honor Students of the Month and decide issues that are always meant to improve the social, emotional and education lives of our students should reflect their presence. That artwork is on loan for the 2016-2017 school year. At the end of the year, we will return the work to the children and their parents. Eight new pieces of artwork will be selected from the 2017 district art exhibition for display in the Board Room, once again. The following students were recognized and congratulated with Art Achievement Certificates: Rylee Albanese, Emily Feil, Nicole Espailat Martinez, Jessica Vobis and Matilda Zarcone.

After these presentations, Dr. Bovino invited everyone to enjoy refreshments in honor of the students and in honor of School Board Recognition Week.

### **Governor Cuomo's designation of "School Board Recognition Week"**

Dr. Bovino stated that during the period of October 24 to October 28 most of the 700 school districts in NYS will observe the Governor's Proclamation observing School Board Recognition Week. We are proud to take some time to honor our distinguished Board Members: President-Jack Vobis, Vice-President-Diana Caracciolo, and Trustees-Tara Byrne, Kathleen McDonough and Matthew F. Paccione. School Board Members live in the school community they represent. They are elected by residents-typically because they are good listeners who understand their friends' and neighbors' concerns and values. They have made a civic commitment to maintaining the quality of educational programs that will meet students' future needs in an ever-changing world.

All School Board Members are hard-working volunteers who receive no salary for their service. Yet, they are always willing to hear the opinions of others and consider suggestions as they seek solutions to complex problems. They do this with civility and patience and concern for everyone involved. To accomplish these objectives, Board members develop knowledge in a wide range of areas such as policy-making, financial analysis, facilities maintenance, human resources management, instructional technology and instruction. We are fortunate to have this group of people who always put the interests of children and parents as their priority; while making every effort to improve a sense of greater community among all the residents of Island Park. Therefore, in honor of School Board Recognition Week, the following groups expressed gratitude to the Board. Representatives of the Administrators Association, Faculty Association, Secretarial Association and PTA provided board members with gifts in the form of scholarship fund donations, plants for the school grounds and Visa gift cards on the Board's behalf to the Island Park PTA's "In-Need" Committee.

### **Resolution #166 - 2016-2017 - Proclamation for School Board Recognition Week:**

Whereas, the Superintendent of Schools and the Island Park school community recognize the importance of public education in our community; and

Whereas, the Superintendent of Schools and the Island Park school community appreciate the vital role played by those individuals who, as local school board members, establish policies to ensure an efficient, effective school system; and

Whereas, school board members serve as a voice that enables our community to preserve local management and control of our public schools; and

Whereas, school board members selflessly devote their knowledge, time and talents as advocates for our school children; and

Whereas, local school board members are strong advocates for public education and responsible for communicating the needs of the school district to the public and the public's expectations to the district;

Now therefore, be it resolved, that the Superintendent of Schools and the Island Park school community recognize and salute the members of the Island Park School Board by acknowledging and observing Governor Cuomo's proclamation that October 24 – October 28 as School Board Recognition Week.

Upon vote, motion unanimously appreciated and carried.

## **REPORTS TO THE BOARD OF EDUCATION:**

### **External Audit Report from RS Abrams & Co., LLP**

Jennifer Bracco, CPA, from RS Abrams & Co stated that the firm audited the financial statement of the governmental activities, each major fund, and the fiduciary funds of the District for the fiscal year ending June 30, 2016. She stated that R.S. Abrams & Company states that the district received a AA+ bond rating by Standard and Poor's and unmodified opinion for the district, which are the best results possible and indicate very healthy financial reporting. Some recommendations to continue to strengthen financial controls were submitted to the District. Ms. Bracco stated that Mrs. Marie Donnelly, School Business Official, and staff were very cooperative during the audit and submitted the district's Corrective Action Plan in response to the external audit report. As required by law, these reports will be submitted to NYS Education Department Office of Auditing Services and the Office of the NYS Comptroller.

## **REPORTS FROM ADMINISTRATION:**

### **Dr. Rosmarie T. Bovino, Superintendent of Schools**

Dr. Bovino thanked Mr. Keith Manginelli, Recreation Supervisor, PTA Members and the Recreation Department Staff for a very successful Fall Festival.

Dr. Bovino described the new state regulations with reference to safety drills, which include 8 required evacuation drills and 4 lockdown drills per year. Dr. Bovino explained the difference between lockout and lockdown. She stated that the district routinely conducts these drills with Nassau County Police supervision.

Dr. Bovino reported on the Bond Proposal that is currently in the discussion stage. She stated that the Board (Audit Committee) is securing a date to meet with BBS Architects, the Engineers and Administration for addressing the project. The goal of the project would be addressing aging classrooms that are not equipped to support 21<sup>st</sup> Century learning, aging or insufficient infrastructure system and in a separate proposition, air conditioning needs. After this initial meeting, there will be a presentation in detail addressing these needs to the community with a tentative date of November 28<sup>th</sup>. More information on the bond initiative will be shared in the next several months, with the goal of a January vote.

### **Mr. Vincent Randazzo, Principal, LOMS**

Mr. Randazzo presented a proposal to the Board concerning the Grade 7 Trip. He suggested that the Grade 7 NYC trip be changed due to cost, security and involvement. He suggested a trip to Connecticut to Club Getaway. He handed out flyers providing activities for the students and pricing. Discussions pursued and the Board asked Mr. Randazzo to find other alternatives for a Grade 7 Trip and report back.

**PUBLIC BE HEARD:**

Mr. Schurin expressed his disappointment of Grade 7 possibly not going to New York City. He expressed the benefits of students taking this trip. He would like the Board to rethink a decision about changing the trip.

Discussion pursued and a decision at this time was not made until further research on options for a Grade 7 Trip can be made.

**RECOMMENDED ACTIONS:**

**Old Business:**

**Resolution #163 – 2016-2017 – Addition to Policy #5402 Use of School Property (Second Reading/Adoption):**

On a motion duly made by Diana Caracciolo, seconded by Tara Byrne, resolved that the Board of Education approve the second reading/adoption of the addition to Policy #5402 Use of School Property to the Policies of the Island Park Schools Board of Education. Upon vote, motion unanimously carried.

**New Business:**

On a motion duly made by Tara Byrne, seconded by Diana Caracciolo, resolved that the reading of Resolutions #167 through #184 be waived. Upon vote, motion to waive the readings unanimously carried.

On a motion duly made by Diana Caracciolo, seconded by Tara Byrne, resolved that the Board of Education approve Resolutions #167 through #184. Upon vote, motion unanimously carried.

**Resolution #167 - 2016-2017 – Revision of Policy #1303.2 (J) – (Internal Claims Auditor) -Duties of Appointees**

**(First Reading):**

Resolved that the Board of Education approve the first reading of the revision of Policy #1303.2 (J – Internal Claims Auditor) – Duties of Appointees to the Policies of the Island Park Schools Board of Education. Upon vote, motion unanimously carried.

**Resolution #168 - 2016-2017 – Approval of the Response to Intervention (RtI) Plan:**

Resolved that the Board of Education, consistent with Section 100.2(ii) of the Regulations of the Commissioner, adopt all the components of the District’s Response to Intervention (RtI) Plan. Upon vote, motion unanimously carried.

**Resolution #169 – 2016-2017 - Instructional Placement for Special Education and Pre-School Special Education Students:**

Resolved that the Board of Education arrange to provide the special education programs and services recommended by the Committee on Special Education and the Committee on Preschool Special Education, dated October 24, 2016. Note: In the event the Board of Education disagrees with any of the recommendations of the Committee concerning the placement or program for any of these pupils, a recommendation should be sent to the Committee that the case be reconsidered. Upon vote, motion unanimously carried.

**Resolution #170 - 2016-2017 – Instructional Contract with Hicksville UFSD:**

Resolved that the Board of Education approve the contract with Hicksville UFSD and the Island Park School District for students who are parentally placed in a private school in Hicksville UFSD for special services during the 2016-2017 school year. Upon vote, motion unanimously carried.

**Resolution #171 - 2016-2017 - Provider Agency Services Contract for Professional Instructional Services:**

Resolved that the Board of Education approve the contract with Province Therapeutics and the Island Park UFSD for professional instructional services during the 2016-2017 school year. Upon vote, motion unanimously carried.

**Resolution #172 – 2016-2017 – Extracurricular – Bylaws/Charters of Clubs and Extra-Curricular Activities:**

Resolved that the Board of Education approve the following Bylaws/Charters of Clubs and Extra-Curricular Activities during the 2016-2017 school year as required by the NYS Education Department Office of Educational Management Services in its guidelines, “Safeguarding, Accounting and Auditing of Extra-Curricular Activity Funds:”

Chef’s Club, Community Service Builder’s Club  
Marching Band, National Jr. Honor Society, Science Research Club (Gds 7 & 8),  
String Orchestra, and Spanish Club

Upon vote, motion unanimously carried.

**Resolution #173 - 2016 – 2017 – Personnel – Salary Stipend:**

Resolved that the Board of Education approve the following salary stipend in accordance with the provisions in the Agreement with the Island Park Faculty Association for teachers who have reached above the 60 credits:

<u>Name</u>	<u>Effective Date</u>	<u>Position</u>	<u>Stipend</u>
Dorothy Pace	July 14, 2016	Math Teacher	\$2,000

Upon vote, motion unanimously carried.

**Resolution #174 - 2016-2017 - Personnel Approval of Annual Long-term Per Diem Substitute Teacher (.63 day):**

Resolved that the Board of Education approve the following annual prorated appointment:

<u>Name</u>	<u>Area</u>	<u>Salary Placement</u>	<u>Duration*</u>
Jill Lowenfels	Substitute Teacher (LOMS Primary Assignment)	\$120/per day (prorated .63)	10/25/16-6/23/17

Certification: Childhood Education (Gr 1-6) Initial and Early Childhood Education (Bir-Gr 2) Initial

\*Duration is contingent upon satisfactory service and staffing needs of the District.

Upon vote, motion unanimously carried.

**Resolution #175 - 2016-2017 - Personnel - Civil Service – School Monitor (P/T):**

Resolved that the Board of Education approve the following Civil Service appointment:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Hours</u>	<u>Effective Date*</u>
Melissa Miller	Monitor	\$10.54/hr	11 am to 2 pm	October 25, 2016

\*Duration is contingent upon satisfactory performance and staffing needs of the District.

Upon vote, motion unanimously carried.

**Resolution #176 – 2016-2017 – Recreation Trip:**

Resolved that the Board of Education approve the contract with Shamus Classic Inc (64 Masonic Avenue, Holtsville, NY 11742) for a trip to Yonkers, NY on November 19, 2016 at a cost of \$900 for a 6-hour stay (56 passengers). Upon vote, motion unanimously carried.

**Resolution #177 - 2016-2017 – Financial – R.S. Abrams & Co., LLP Audit:**

Resolved that the Board of Education, in accordance with the requirements of Section 170.2(r) of the Regulations of the Commissioner of Education, accept the recommendation of the Superintendent and approve the independent audit for the year ending June 30, 2016, as prepared by R. S. Abrams and Company, LLP and the School District's Response (Corrective Action Plan). Upon vote, motion unanimously carried.

**Resolution #178 – 2016-2017 – Financial – Internal Claims Audit Report:**

Resolved that the Board of Education accept the Internal Claims Audit Report for October 2016 as prepared by the Internal Claims Auditor, Stanley Packman. Upon vote, motion unanimously carried.

**Resolution #179 – 2016 -2017 – Financial – Award of Contract to IR Analyzers.:**

That the Board of Education award the contract for infrared roof moisture analysis of Francis X Hegarty School and Lincoln Orens Middle School to IR Analyzers (65 Lyman Drive, Williston, Vermont 05495) as per the request for proposal process conducted by BBS Architects on behalf of Island Park UFSD in the amount of \$4,950.00.

Other proposals received were as follows:

M.A. Caputo \$6,500

Roof Scan \$6,000

Upon vote, motion unanimously carried.

**Resolution #180 - 2016-2017 – Financial – Acceptance of Financial Reports:**

Resolved that the Board of Education accept and approve the Treasurer's monthly financial report and collateral statements and the following reports: Cafeteria Profit and Loss, General Fund Cash Flow, Trial Balance 7/1/16-9/30/16; Revenue Budget Status 7/1/16-9/30/16; Appropriate Status Report 7/1/16-9/30/16; and:

Warrant 4 – Payroll T&A Fund – September 23, 2016

Warrant 15 – General Fund – September 30, 2016

Warrant 5 – T&A Fund – September 30, 2016

Warrant 6 – Cafeteria Fund – September 30, 2016

Warrant 17 – General Fund – October 14, 2016

Warrant 6 – Capital Fund – October 14, 2016

Upon vote, motion unanimously carried.

**Resolution #181 – 2016-2017 – Memorandum of Understanding between Island Park Schools and the Nassau County Police Department:**

Resolved that the Board of Education enter into a Memorandum of Understanding between the District and the Nassau County Police Department (NCPD) to enhance security at the schools and district's facilities by implementing safety initiatives in an effort to make Nassau County and its schools safer. Upon vote, motion unanimously carried.

**Resolution #182 – 2016-2017 – Extracurricular – Bylaws/Charters of Clubs and Extra-Curricular Activities:**

Resolved that the Board of Education approve the following Bylaws/Charters of Clubs and Extra-Curricular Activities during the 2016-2017 school year as required by the NYS Education Department

Office of Educational Management Services in its guidelines, “Safeguarding, Accounting and Auditing of Extra-Curricular Activity Funds.”

Computer/Robotics, Homework Club Charter and Model Club

Upon vote, motion unanimously carried.

**Resolution #183 – 2016-2017 – Personnel – Civil Service – Probationary School Bus Driver**

**Appointment:**

Resolved that in accordance with applicable laws and regulations of Nassau County Civil Service, the Board of Education approve the appointment of Kelly Gelish as a full-time probationary School Bus Driver appointment:

<b>Position:</b>	School Bus Driver (Kelly Gelish)
<b>Type of Appointment:</b>	Full time Probationary (26-week probationary period)
<b>Effective Date:</b>	November 2, 2016
<b>Salary Placement:</b>	\$17.97/per hour

\*Duration is contingent on satisfactory service and staffing needs of the District.

Upon vote, motion unanimously carried.

**Resolution #184 – 2016 -2017 – Personnel – Civil Service – Monitor Resignation:**

Resolved that the Board of Education accept the resignation of Marci Cutler as a School Monitor effective November 3, 2016 for personal reasons. Upon vote, motion unanimously carried.

On a motion duly made by Diana Caracciolo, seconded by Kathleen McDonough, resolved that the meeting be adjourned. Upon vote, motion unanimously carried. Said meeting adjourned at 8:50 p.m.

Respectfully submitted,

Marianne DeCicco, District Clerk