

**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 19, 2015 in the Conference Center. Tara Byrne, President, called the meeting to order at 7:30 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

TARA BYRNE, President	ROSMARIE T. BOVINO, Superintendent of Schools
DIANA CARACCILO, Vice President	ROBERT COHEN, District Counsel
NINA HARGROVE, Trustee	MARIE DONNELLY, School Business Official
MATTHEW F. PACCIONE, Trustee	MARIANNE DeCICCO, District Clerk
JACK VOBIS, Trustee	ERIC RICIOPPO, Public Relations Consultant

APPROVAL OF MINUTES:

Resolution #163 -2015-2016 - Minutes of Regular Business Meeting dated September 21, 2015:

On a motion duly made by Nina Hargrove, seconded by Diana Caracciolo, resolved that the Board of Education approve the Minutes of the Regular Business Meeting dated September 21, 2015. Reading of the same being waived. Upon vote, motion unanimously carried.

Resolution #164 - 2015-2016 - Minutes of Special Business Meeting dated October 8, 2015:

On a motion duly made by Nina Hargrove, seconded by Diana Caracciolo, resolved that the Board of Education approve the Minutes of the Special Business Meeting dated October 8, 2015. Reading of the same being waived. Upon vote, motion unanimously carried.

PRESENTATIONS TO THE BOARD OF EDUCATION:

External Audit Report from RS Abrams & Co., LLP

Alexandra Battaglia, 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, 2015. She stated that the Auditors of Abrams found the district to be financially sound and no material weaknesses. However during their audit, they became aware of some matters that they believe represent opportunities for strengthening internal controls and operating efficiency. They presented their recommendations in a letter to the District. Ms. Battaglia 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.

Parental Portal Presentation

Paula DiLorenzo, IPS Data Analyst, reported on the Parent Portal. She stated that the Single Sign-On (SSO) Parent Portal gives parents quicker and more convenient access to their child(ren)'s PowerSchool data. She provided the district's website: <http://www.ips.k12.ny.us> and stated that the link for Parent Portal is accessible on the website. Mrs. DiLorenzo did an overview on how to set up your SSO account and the documents that you could see on your child's student portfolio. She also stated that what she presented this evening was available on the district's website under Resources then Presentations. Mrs. DiLorenzo stated that she is available to help parents get started. She can be contacted via phone 434-2618 or by email powerschool@islandparkschools.org.

Smart Schools Grant/District Website

Michael Martin, Electronics Operations Technician, gave a brief overview of the district's website. He showed how to access many features offered on the website and all the information that is available to the parents, students, staff and community.

Christine Chu, Computer Teacher, presented a few other easily accessible features on the website. She also reported on a Smart Schools Grant surveys. She stated that these surveys were created as part of the application process for the Smart School Grant in which the district will be allocated \$236,888. It is required that we reach out to you (parents, students, community members, staff members) through this survey. She stated that responses are of great interest to the district and will help us with the planning of future technology purposes for instruction. The responses on the surveys are completely anonymous. In addition, no personal information is being collected on respondents. She asked that everyone help the district by completing a survey.

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, Gia Mosey,

Second Grade, Maurice Dupree

Fourth Grade, Kimi Perez

First Grade, Kylie Duncan

Third Grade, Matthew Fletcher

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, Benjamin Shapiro

Seventh Grade, Vanessa Alonzo

Sixth Grade, Katherine Almeida

Eighth Grade, Julia Khankan

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.

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 26 to October 30 most of the 700 school districts in NYS will observe the Governor's Proclamation observing School Board Recognition Week. However, since we are together tonight and will not meet again until the middle of November, we are proud to take some time to honor our distinguished Board Members: President-Tara Byrne, Vice-President-Diana Caracciolo, and Trustees-Nina Hargrove, Matthew F. Paccione and Jack Vobis. 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 Island Park School District requests the Board of Education to accept the following resolution:

Resolution#165 - 2015-2016 - Proclamation for School Board Recognition Week:

On a motion duly made by Diana Caracciolo, seconded by Jack Vobis, 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 26 – October 30 as School Board Recognition Week. Upon vote, motion unanimously carried.

At this time, there was a presentation of gifts to the Board of Education from the District, Island Park Administrator's Association, Island Park Faculty Association, Island Park Educational Secretaries Association and the Island Park PTA.

REPORTS FROM SUPERINTENDENT OF SCHOOLS:

Dr. Rosmarie Bovino reported on the following:

Hegarty playground officially open. Children were very happy. Even Principal Russum enjoyed the new equipment.

Report on the FXH playground and bus area/parking:

- BBS architects and engineers strongly advise that the area was designed for school buses. This makes it a dedicated vehicular area. They never combine children/pedestrians with vehicles and would not be comfortable re-designing the area as long as buses pickup and drop off student in that area. There is always the risk that there could be a mistake that would put children at danger. As long as the area is used for buses, the wheel stops must remain. The wheel stops become concrete balance beams upon which children will walk and climb. They present a safety hazard in a play area and it is foreseeable that we will have kids falling on them. The wheel stops must remain for the buses. Our liability increases measurably if we combine buses and student recreational activities. A kickball court is painted in the center of the "track" in the play area.
- Audit Committee Meeting – The Audit Committee consists of the five Board Members, 2 Attorneys, 2 CPAs and 3 individuals with their Masters in Business Administration. The next committee will be meeting on November 23 at 7 pm in the Conference Center to discuss the capital projects and five year plans and financing. The following list is the list of dates for the Audit Committee work sessions and budget process:

Monday, September 28 – Audit Committee Meeting (Internal & External Auditors)

Monday, November 23 – Audit Committee Meeting (Five-year Plan)

Monday, February 1 – Budget Work Session #1

Monday, February 8 - Budget Work Session #2

Monday, February 22, Tax Levy Calculation Presentation

Monday, February 29 - Budget Work Session #3

Monday, March 7, Anticipated Revenues

Monday, March 21, Anticipated Expenses

Monday, April 11 Budget Overview & School Report Card

Tuesday, April 19 Property Tax Report Card, Budget Overview & Adoption & BOCES Budget Vote

Monday, May 9, Budget Hearing

Tuesday, May 17, School & Library Trustee Elections School & Library Budget Votes (7 am to 9 pm)

All meetings will be held in the Conference Center at 7:00 pm.

Budget Vote will be held in the LOMS (Auditorium Foyer during the hours of 7 am to 9 pm)

- Update on WHHS Homecoming and Marching band attendance with alumni marching with students.

PUBLIC BE HEARD:

No questions or comments from the members of the public.

RECOMMENDED ACTIONS:

On a motion duly made by Diana Caracciolo, seconded by Jack Vobis, resolved that the Board of Education waive the readings of Resolutions #166 through #187. Upon vote, motion to waive readings unanimously carried.

Resolution #166 - 2015-2016 – Financial – R.S. Abrams & Co., LLP Audit:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, 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, 2015, as prepared by R. S. Abrams and Company, LLP and the School District’s Response (Corrective Action Plan). Upon vote, motion unanimously carried.

Resolution #167 – 2015-2016 - Instructional Placement for Special Education and Pre-School Special Education Students:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, 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 19, 2015. 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 #168 - 2015-2016 - Professional Services Agreement with New York Therapy Placement Services Inc.:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the contract with New York Therapy Placement Services, Inc. and the Island Park UFSD for professional services for students during the 2015-2016 school year. Upon vote, motion unanimously carried.

Resolution #169 - 2015-2016 – Personnel – Approval of Teaching Assistant Leave Replacement

Appointment:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the following leave replacement appointment:

<u>Name</u>	<u>Position</u>	<u>Step Placement</u>	<u>Duration*</u>
Allison Zanone	Teaching Assistant	Step 2	9/21/15-12/23/15

Certification Status: Early Childhood K-12 initial

*On or about. Duration is contingent upon satisfactory service and staffing needs of the District.

Upon vote, motion unanimously carried.

Resolution #170 - 2015-2016 – Family Medical Leave Request (Civil Service Employee):

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the paid family medical leave for Victoria Fechtig beginning October 5, 2015 through November 9 (1/2 day am) and then an unpaid family medical leave from November 9 (1/2 day pm) through January 4, 2016. Upon vote, motion unanimously carried.

Resolution #171 - 2015-2016 – Family Medical Leave Request (Civil Service Employee):

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the unpaid family medical leave for Tami Marsden beginning November 23, 2015 through February 29, 2016. Upon vote, motion unanimously carried.

Resolution #172 - 2015-2016 – Family Medical Leave Request (Civil Service Employee):

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the paid family medical leave for Nancy Donnelly beginning October 7, 2015 (1/2 pm) through October 16 and then an unpaid family medical leave from October 19 through January 4, 2016. Upon vote, motion unanimously carried.

Resolution #173 - 2015-2016 – School Nurse Resignation:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education accept the resignation from Kathleen Lista, school nurse, effective October 2, 2015 for personal reasons. Upon vote, motion unanimously carried.

Resolution #174 - 2015-2016 – Substitute Teacher Resignation:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education accept the resignation from Robert Salem, substitute teacher, effective October 5, 2015 for personal reasons. Upon vote, motion unanimously carried.

Resolution #175 - 2015-2016 – Substitute Teacher Resignation:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education accept the resignation from Angela Silver, substitute teacher, effective September 1, 2015 for personal reasons. Upon vote, motion unanimously carried.

Resolution #176 - 2015-2016 – Civil Service Bus Driver Resignation:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education accept the resignation from Donna Hegmann, bus driver, effective October 20, 2015 for personal reasons. Upon vote, motion unanimously carried.

Resolution #177 – 2015-2016 – Personnel – Change of Civil Service Title Status:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the following change of Civil Service title status:

<u>Name</u>	<u>Title From/To</u>	<u>Effective Date</u>
Nicole Rosenberg	Monitor (Sub) to Monitor (P/T)	October 15, 2015

Upon vote, motion unanimously carried.

Resolution #178 - 2015-2016 - Personnel - Civil Service – Probationary Appointment:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the following Civil Service probationary appointment:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Hours</u>	<u>Effective Date*</u>
Kelsey Hildebrand	Monitor	\$10.54/hr	8:30 am to 3:30 pm	October 21, 2015

*This position is made in accordance with Civil Service Rules and Regulations and a 26-week probationary period is set.

Upon vote, motion unanimously carried.

Resolution #179 - 2015-2016 – Personnel – Recreation Staff for Fall Programs:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the following recreational personnel for the fall programs:

<u>Name</u>	<u>Title</u>	<u>Stipend</u>
Nick Giovanelli	Monitor P/T	\$13.17 per hour
Kaitlyn Lynch	Monitor P/T	\$12.00 per hour
Emily Wirtz	Recreation Aide P/T	\$10.54 per hour
Alyssa Giovanelli	Recreation Aide P/T	\$10.54 per hour

Upon vote, motion unanimously carried.

Resolution #180 - 2015-2016 – Recreation Vendors:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the following vendors to provide programs/services to the Island Park Schools Recreation Program for the 2015-2016 school year:

Andrea Wool (Zumba Instruction)
985 Middle Bay Drive
Baldwin, NY 11510
New York Equestrian Center (Laurie Smith)
633 Eagle Avenue
West Hempstead, NY

Upon vote, motion unanimously carried.

Resolution #181 - 2015-2016 – Financial – Approval of Change Order for Austin Interiors, Inc.:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education authorize the approval of Change Order #1 at FXH for Austin Interiors Inc., in the amount of a \$5,000 credit for the unused “unforeseen conditions” allowance for security work performed at Francis X. Hegarty School.

Upon vote, motion unanimously carried.

Resolution #182 - 2015-2016 – Financial – Approval of Change Order for Austin Interiors, Inc.:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education authorize the approval of Change Order #1 at LOMS for Austin Interiors Inc., in the amount of \$11,487.68 for the labor, material and equipment required for the installation of helical piles needed for the new ADA handicapped ramp by the front entrance of Lincoln Orens Middle School (due to soil conditions). Upon vote, motion unanimously carried.

Resolution #183 - 2015-2016 – Financial – Approval of Change Order for Total Construction Inc.:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education authorize the approval of Change Order #1 for Total Construction Inc., in the amount of a \$5,000 credit for the unused allowance for masonry restoration at the Lincoln Orens Middle School gymnasium. Upon vote, motion unanimously carried.

Resolution #184 - 2015-2016 – Financial – Corporate Plans, Inc., d/b/a CPI-HR – Affordable Care Act Consulting Services:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the enclosed contract with Corporate Plans, Inc. d/b/a CPI-HR for the purpose of providing services relating to compliance with the Affordable Care Act, in the amount of \$8,500 for the period covering October 1, 2015 through September 30, 2016.

Additional proposals were received from:

US Employee Benefits Services Group* – \$6,800

HB Solutions LLC - \$17,841

Seneca Consulting Group, Inc. - \$12,000 plus \$275/hr for services outside of scope

*The lowest bidder has very limited experience and cannot provide the same scope of services as Corporate Plans Inc., e.g., defense and indemnification, level of training to business staff, compatibility of software with Finance Manager modules, etc.

Upon vote, motion unanimously carried.

Resolution #185 – 2015-2016 – Financial – Internal Claims Audit Report:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education accept the Internal Claims Audit Report for September 2015 as prepared by the Internal Claims Auditor, Stanley Packman. Upon vote, motion unanimously carried.

Resolution #186 - 2015-2016 – Financial – Acceptance of Financial Reports:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, 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 7/1/15-6/30/16; Revenue Budget Status 7/1/15-9/30/15; Appropriate Status Report 7/1/15-9/30/15; and:

Warrant 3 - Payroll T&A Fund – September 18, 2015

Warrant 16 – General Fund – September 25, 2015

Warrant 15 – General Fund – September 25, 2015

Warrant 6 – Capital Fund – September 25, 2015

Warrant 3 – Federal Fund – September 25, 2015

Warrant 17 – Medicare Reimb Gen’l Fund – September 30, 2015

Upon vote, motion unanimously carried.

Resolution #187 – 2015-2016 – Personnel – Recreation Staff for Fall Programs:

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education approve the following recreational personnel for the fall programs:

<u>Name</u>	<u>Title</u>	<u>Stipend</u>
Brittany Cohen	Coach	\$32.15 per hour
Salvatore Moccio	Chaperone	\$25.00 per hour

Upon vote, motion unanimously carried.

On a motion duly made by Matthew F. Paccione, seconded by Diana Caracciolo, resolved that the Board of Education move into Executive Session to discuss a matter of personnel and to seek legal counsel. Upon vote, motion unanimously carried. Said public meeting adjourned at 8:50 pm.

Respectfully submitted,

Marianne DeCicco, District Clerk