

A Workshop Meeting of the Board of Education, Seaford Union Free School District, was held on Thursday, February 2, 2012, in the All Purpose Room of the Manor Elementary School, 1590 Washington Avenue, Seaford, New York.

PRESENT: Mr. Brian W. Fagan - President
Mr. Richard G. DiBlasio – Vice President
Mr. Bruce A. Kahn – Trustee
Ms. Annalisa Siracusa Antonette - Trustee
Ms. Jeanmarie Wink - Trustee

Mr. Brian L. Conboy
Mr. Kenney W. Aldrich
Mr. John Strifolino
Mr. Christopher Venator – Attorney

At 7:33 p.m., the President of the Board of Education opened the Workshop Meeting. As the first order of business, Board President Brian Fagan led the audience in the Pledge of Allegiance.

OPEN MEETING

None

OPENING REMARKS

Mr. Kevin L. Herbst, NYS Certified Code Officer presented the results of the district-wide fire inspections. He advised that all the schools did very well and there were no major issues. He stated that there is a problem with the use of extension cords. He advised that the State does not allow use of extension cords to replace hard wiring. He explained that while extension cords can be used in temporary situations, they cannot be used regularly to plug in fish tanks, stereos, etc.

**PRESENTATIONS
RECOGNITIONS**

Mr. Conboy advised that Mr. Ward had brought up this issue at the last administration meeting and spot checks will be taking place in the future.

Topics covered in Mr. Conboy's Administrative Report dated January 27, 2012 included:

ADMINISTRATIVE REPORT

Follow-up Items on Agenda from last meeting

- Approval of Treasurer's Report
- 2012/2013 Calendar

New Business

- Formation of GSA club and donation for the stipend of that club
Increase in operating budget due to donations received
- Comprehensive Education Plan for the Harbor School
- Contract with Breslin Appraisal to get an appraisal on the Seaford Avenue School/property

APPR

Asbestos abatement in Middle School classroom

Questar BOCES Tax Cap/Budget Presentation at Island Trees School District

- Many questions still unanswered as to how tax cap is calculated

First District budget session will be on Thursday, February 16

Discussion needed on Concussion Management Policy

Scope program – fees for use of facilities

Harbor School Road project

- Discussion needed concerning placing it on May ballot or a separate election

Status of Seaford Avenue School

Personnel headcount

- In response to Mr. Fagan's question concerning the increase in headcount by 1, Mr. Conboy explained that when you have a person on leave who is still being paid (because they had sick time) and a substitute is brought in, it increases the headcount

Executive Session needed this evening

Discussion/Questions on Draft Concussion Policy - Areas covered included:

**DISCUSSION – CONCUSSION
POLICY**

Policy language concerning Athletic Trainer

Staff Training – Certified or trained to identify

- Staff will be trained to identify
- Any new coach would have to have concussion awareness training before we would hire them

Timeline for Training

- Must have concussion management coursework done before you coach
- Every two-years must take a refresher course
- Goes into effect 2012/2013 school year
- State Ed has not completed the courses yet

Athletic Director would keep track of coaches training

Mr. Striffolino's office would keep track of Nurses' training and Athletic Trainer

Will pre-game assessments be made of students

If concussion happens at another event or off school grounds, parents must notify the school nurse (and the coach/athletic director if necessary).

- Coaches (and teachers) need to be able to notice students' in class behaviors
- Parents will receive with their permission slips a copy of the concussion policy
- If something happens out of school parents should not keep that information to themselves

Would like to see timeframe for getting accident report from the coach to the athletic trainer to the nurse

- Should be no later than the next school day

Clarification of policy language concerning student returning to sport and returning to school

- Need for doctor's clearance
- Will get information from other districts to see how they are handling language concerning students return to sport(s) or return to school (classroom)

Plan for posting policy on website as soon as approved

What is the plan for training of new coaches/staff

Coaches courses will now have to cover concussion management

Policy was drafted with the assistance of District's lead nurse, trainer and athletic director and with a foundation from the legal opinion of Ingerman Smith

Policy needs to be in place for July 1, 2012

Motion by Mr. DiBlasio, second by Mr. Kahn, that the consent agenda be approved as a whole with action recorded as if it had been taken severally.

**CONSENT AGENDA ITEMS
6. A, B, C, D, E (detailed below)**

No Discussion
All Ayes
Motion Carried.

CONSENT AGENDA (cont'd)

Motion by Mr. DiBlasio, second by Mr. Kahn, to approve the Board of Education Minutes of the Regular Meeting of January 5, 2012 and the Workshop Meeting of January 19, 2012.

MINUTES

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Treasurer's Report dated December 31, 2011.

TREASURER'S REPORT

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Revenue Report dated December 31, 2011.

REVENUE REPORT

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Extracurricular Fund Activity Report dated December 31, 2011.

**EXTRACURRICULAR FUND
ACTIVITY REPORT**

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Appropriation Transfer Report dated December 31, 2011.

**APPROPRIATION TRANSFER
REPORT**

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Expenditure Report dated December 31, 2011.

EXPENDITURE REPORT

No Discussion.
All Ayes
Motion Carried.

None - Mr. DiBlasio asked about the new policy in place concerning budget transfers \$5,000 or over or the aggregate of \$5,000 be submitted for Board approval to assure it is being followed.

BUDGET TRANSFERS

Motion by Mr. DiBlasio, second by Mr. Kahn, to accept the recommendation to approve the Personnel Action Report, as amended:

**PERSONNEL ACTION REPORT
- INSTRUCTIONAL**

A. Instructional (dated February 2, 2012):

P-1: POSITION ABOLITION:	No Recommended Actions
P-2: POSITION CREATION:	No Recommended Actions
P-3: RESIGNATIONS:	No Recommended Actions
P-4: LEAVES:	No Recommended Actions

CONSENT AGENDA - Personnel (cont'd)

P-5: TERMINATIONS: No Recommended Actions

P-6: TENURE APPOINTMENTS: No Recommended Actions

P-7: APPOINTMENTS: No Recommended Actions

P-8: OTHER:

- a) Recommend the Board of Education amend Laurin Cascino's sick leave from January 9, 2012 through February 27, 2012 to December 16, 2011 through February 6, 2012 and her leave without pay from February 28, 2012 through April 18, 2012 to February 7, 2012 through March 26, 2012 as approved at the December 1, 2011 Board of Education meeting.
- b) Recommend the Board of Education amend Tara Fitzgerald's sick leave from October 24, 2011 through December 7, 2011 to October 21, 2011 through December 6, 2011 and her unpaid leave of absence from December 8, 2011 through December 16, 2011 to December 7, 2011 through February 10, 2012 as approved at the September 1, 2011 Board of Education meeting.
- c) Recommend the Board of Education amend the end date of Marc Frontino's leave replacement from January 27, 2012 to February 14, 2012 as approved at the November 3, 2011 Board of Education meeting.

B. Non-Instructional (dated January 25, 2012):

P-1: POSITION ABOLITION: No Recommended Actions

P-2: POSITION CREATION: No Recommended Actions

P-3: RESIGNATIONS:

1. MICHAEL INGENITO

Position:	Cleaner
Civil Service Title:	Cleaner (1KK)
Location:	High School
Effective Date:	June 30, 2012
Reason:	Retirement

P-4: LEAVES: No Recommended Actions

P-5: TERMINATIONS: No Recommended Actions

P-6: APPOINTMENTS:

1. PATRICIA SIMONE

Position:	Teacher-Aide
Civil Service Title:	Teacher-Aide Part-time (LNJ)
Type of Appointment:	Part-time
Location:	High School CDP
Salary:	\$11.71 per hour
Reason:	Replacement
Effective Date:	Upon approval of her application by the Civil Service Commission (Ms. Simone is currently employed by the District as a Substitute Teacher Aide)

CONSENT AGENDA - Personnel (cont'd)

2. LINDA CICALESE

Position:	Substitute Nurse
Civil Service Title:	Registered Professional Nurse (School PT-Sub) (MAR)
Type of Appointment:	Substitute
Location:	District where/when needed
Salary:	\$85.00 per day
Reason:	Substitutes needed
Effective Date:	Upon approval of her application by the Civil Service Commission

P-7: OTHER: No Recommended Actions
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to approve acceptance of the determinations of the Special Education Committee Meetings listed below:

CPSE/CSE

1. Recommend acceptance of the determinations of the Special Education Committee Meetings of: 1/5/12; 12/15; 12/22; 1/5/12; 1/10/12; 1/11/12; 1/12/12; 1/13/12; 1/17/12; 1/18/12.
2. Recommend acceptance of the determinations of the Preschool Special Education Committee Meetings of: 12/21/11; 1/11/12.
No Discussion.
All Ayes
Motion Carried.

Harbor Access Road

- Concerned if vote on road is pushed too far out it will be another 25 years that the roadway is being discussed
- Believe information and answers to questions needs to get out early this year

Gay/Straight Alliance Club

- Thank you to the student who brought it up again this year and for that student's perseverance
- Thank you to High School Administration for their support
- View this more as wellness/awareness than a club
- Put this on for your known increases for next year
- Very important program to have to create awareness and effect bullying

Agendas

- Any way to have agenda up on screen in the future
- Are we in compliance with Dignity for all Students Act

Mr. Conboy advised that there is new legislation being evaluation by the New York State Regents in April called the Dignity for All Students Act. He also thanked Ms. Ruona for her donation. Most areas are covered through SAVE legislation. No District has received exact guidelines because Regents has not accepted it yet.

**PUBLIC COMMENTS –
AGENDA ITEMS**

Motion by Mr. DiBlasio, second by Kahn, to adopt the school calendar for the 2012-2013 school year, as indicated in the Board's documentation.

**OLD BUSINESS
2012/2013 SCHOOL
CALENDAR**

After a brief discussion concerning the original proposed calendar having students attend school on Tuesday, April 2, 2013 (the last day of Passover), it was decided that the Board would approve the revised version of the 2012/2013 calendar making April 2, 2013 "snowflake" day and Friday, May 24, 2013 a regular school day.

All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Kahn, to acknowledge acceptance of the Treasurer's Report for the month ending November 30, 2011, tabled at the January 5, 2012 meeting.

**NOVEMBER 2011
TREASURER'S REPORT**

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Kahn, to approve the formation of a new club at the Seaford High School entitled the Gay Straight Alliance (GSA) Club for the remainder of the 2011-12 school year. The club advisor's stipend will be paid by a donation from a community member.

GSA – SEAFORD HIGH

Mr. Conboy in response to Mr. Kahn's question advised that they did not have an advisor yet for this club but there have been people who have expressed interest. Mr. DiBlasio asked about the goals, responsibilities, expectations and amount of meetings and the need to memorialize same. Policy will be given to advisor but petitioning students did submit their broad goals. Expect they will meet one time per week.

All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Kahn, to accept the following donations:

DONATIONS

1. Recommend the Board of Education accept a donation from Susan Ruona in the amount of \$683.50 (\$1367 prorated to half year) to cover the Gay Straight Alliance (GSA) Club Advisor stipend for the remainder of the 2011-2012 school year.
2. Recommend the Board of Education accept a donation from World Gym of two used Sports Art Fitness Treadmills with an appraised value of \$1400 to be used in the High School weight room and wrestling practice area.
3. Recommend the Board of Education accept a donation of a used PC Laptop from Kevin Willig with a replacement value of between \$400 and \$500 to be used in the Seaford High School Radio Station room by the 9-12 Radio Club.

Mr. Fagan clarified the total amount of the donations for purposing of increasing the budget.

All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Kahn, to approve entering into a contract with SAPPO School for the remainder of the 2011-12 school year for tuition for a Special Education student at a cost of \$8,875 based upon a legal settlement, subject to final review and approval by legal counsel.

No Discussion.
All Ayes
Motion Carried.

CONTRACTS
CONTRACT – SAPPO SCHOOL
2011/2012

Motion by Mr. DiBlasio, second by Kahn, to approve entering into a contract with Breslin Appraisal Co., Inc. for Real Property Appraisal of the Seaford Avenue School at a cost of \$3,000.

No Discussion.
All Ayes
Motion Carried.

CONTRACT – BRESLIN
APPRAISAL CO., INC.

Motion by Mr. DiBlasio, second by Mr. Kahn, to accept the Comprehensive Education Plan for the Harbor Elementary School.

HARBOR SCHOOL
COMPREHENSIVE EDUCATION
PLAN

Discussion areas on the Plan included:

- APPR role in the future
- Future expectations
- 4th Grade teachers from both elementary schools sharing techniques, strategies, meetings, professional development, etc.
- Future professional development
- Work on techniques with aides and students

All Ayes
Motion Carried.

Mr. Fagan briefly spoke about the need for the proper protocols in place for the approving, signing and legal review, when needed, of contracts where the District will be expending funds.

Motion by Mr. DiBlasio, second by Mr. Kahn, to adopt the following resolution:

RESOLUTION - INCREASE OF
2011/2012 OPERATING
BUDGET

BE IT RESOLVED, based upon a recommendation by the Superintendent, that the Board of Education of the Seaford School District, increase the 2011-2012 district operating budget from \$54,824,663 to \$54,896,346.50 to reflect the acceptance of \$71,000 from Save Seaford Sports for the reinstatement of Middle School athletics for the Winter 1 and 2 seasons, and \$683.50 from Susan Ruona for the creation of a Gay Straight Alliance Club at Seaford High School.

	No Discussion
Brian Fagan -	Aye
Richard DiBlasio -	Aye
Bruce Kahn -	Aye
Annalisa Siracusa Antonette	Aye
Jeanmarie Wink -	Aye
	Motion Carried.

Board President Brian Fagan thanked Ms. Ruona for her donation for the creation of a Gay Straight Alliance Club at Seaford High School.

Comments, Questions and/or Concerns Raised by the Public included:

PUBLIC COMMENTS

- Harbor Comprehensive Plan – How are we changing things
 - Did State recommend academies
 - Fundraising for cut budget items
 - Parent involvement in APPR
 - Professional development –New York State waiver
- Status of negotiation with UTS for APPR
 - Does parent input have any impact on evaluation (positive or negative)
- Will Advisory Committee for Technology be putting out a draft of what they have been doing, their recommendations
- When does technology become a first priority for our District; effects all of our students
 - When was second reading of Technology Committee Charter done
- Any schedule yet for Town hall meetings for budget presentations
 - Any way those meetings could be webcast or somehow gotten out to the public for those who can't attend
- Any new information on Avenue School

**ADMINISTRATION/BOARD
LEGAL COUNSEL**

- District did not wait for plan; work was done over the summer
 - State sent someone who went into some classrooms and did some observations; academies not mentioned
 - District had academies until we needed to cut; in favor of them
 - Have applied for grant money to reinstate academies
- APPR – All administrators have been attending training sessions
 - Provisions have to be collective bargained
 - No closer than any other District; have been negotiating; not all pieces in place
 - Governor's statements concerning APPR and timeline of same
- Some items listed in preliminary budget draft discussed at the January 5 meeting were listed as placeholders to show what our tax cap would get us
 - Do not believe replacing anything outside the curricular day is better than replacing something inside the curricular day in a priority order
- District has never had the economic ability to put in place the technology we needed or wanted
 - First reading of technology charter was January 5th and the second reading was done on January 19th; ACT was given charter in December
- No Town hall meetings dates set yet
 - Will look into possible ways to get information out
 - February 16th Workshop Meeting will be the first in depth budget discussion
- Contract with company for appraisal of Avenue School approved this evening
 - District has received one offer for Seaford Avenue School

Tom Karounos, Chairperson of the ACT, briefly explained that the Committee is trying to build a foundation. He also advised that what they have been and what they will be looking at including District infrastructure, administrator's infrastructure, services' and copier costs, contracts, etc.,. He stated that the recognizes the community's frustration but it is not an easy process and asked for their patience.

Mr. Fagan stated that there was a request by one Board trustee to review Central staff performance evaluations in connection with considering staff contract renewal. He verified with school attorney Christopher Venator the process. Mr. Venator briefly explained the rule governing such review. In response to Mr. Fagan's question, he advised that even though the motion was being made this evening, the documents could be reviewed at this evening's executive session or some other executive session.

Motion by DiBlasio, second by Mr. Kahn, to authorize the Board to review Central Office Performance Evaluations to be reviewed in the next Executive Session after February 2nd.

No Discussion.
All Ayes
Motion Carried.

Closing remarks by the Administration and Board

CLOSING REMARKS

- ♦ Thanks again to Mrs. Ruona for her generous donation
- ♦ Senator Fuschillo will be holding a live informational Cyber-Bullying Webcast from 7:00 – 7:30 p.m. – Tuesday, February 7, 2012
Senator Fuschillo requested two of our High School students join him.
Zach Pensa and Rebecca DelGiudice will be part of the live webcast
Website is: Fuschillo.nysenate.gov
- ♦ Lion's Club blood drive Saturday, February 4, 2012
- ♦ Middle School Science Fair Saturday, February 4, 2012

At 9:03 p.m., a motion was made by Mr. DiBlasio, second by Mr. Kahn, to adjourn the Workshop Meeting and enter into Executive Session for the purpose of discussing collective bargaining negotiations with the Clerical, Custodial, Aides and Nurses Units and to discuss performance evaluations of Administrative staff.

No Discussion.
All Ayes
Motion Carried.

ADJOURN WORKSHOP MEETING

There being no further business, a motion was made by Mr. DiBlasio, second by Mr. DiBlasio, to adjourn Executive Session at 11:52 p.m.

No Discussion.
All Ayes
Motion Carried.

ADJOURN EXECUTIVE SESSION

Respectfully submitted,

Carmen T. Ouellette
District Clerk

Bruce A. Kahn
Vice District Clerk