

**MINUTES - REGULAR MEETING
JANUARY 5, 2006**

PAGE 1

A Regular Meeting of the Board of Education, Seaford Union Free School District, was held on January 5, 2006, in the All Purpose Room of the Seaford Manor School, 1590 Washington Avenue, Seaford, New York.

PRESENT: Mr. Bradley Kass - President
Ms. Linda Hurley - Vice President
Ms. Andrea Cajuste - Trustee
Mr. Richard DiBlasio - Trustee
Mr. Russell Klein - Trustee

Mr. George L. Duffy, III
Mr. James Powers
Mr. Brian Conboy
Mr. Christopher Venator - Attorney

At 6:05 p.m., the President of the Board of Education opened the regular meeting.

**CONVENE REGULAR
MEETING**

All ayes
Motion carried.

At 6:06 p.m., a motion as made by Mr. DiBlasio, second by Ms. Hurley, to recess the regular meeting and go into executive session.

**RECESS PUBLIC
SESSION**

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to recess executive session and return to the regular meeting at 8:00 p.m.

**RECESS EXECUTIVE
SESSION**

All ayes
Motion carried.

The regular meeting was called to order at 8:07 p.m.

**RECONVENE PUBLIC
SESSION**

As the first order of business, Mr. Kass led the audience in the Pledge of Allegiance.

Mr. Kass welcomed everyone and advised that there would be special presentations this evening from students in the Manor 2nd Grade and the Middle School. He then turned the meeting over to Manor Elementary School Principal John Striffolino.

OPENING REMARKS

The Manor 2nd grade along with their teachers gave a choral presentation on producing and selling a product. The students had made a product which they sold at Snowflake Village in December. Not needing the money they earned, the students donated the funds to the American Cancer Society and the Marty Lyons Toy Drive.

**SPOTLIGHT ON
EDUCATION**

SPOTLIGHT ON EDUCATION (cont'd)

The Middle School students' presentation revolved around their MSTV Productions and their commitment to helping others. The students spoke about their commitment to Seaford Pride and allowed the audience to view clips of the MSTV morning productions. Included in these clips were student fundraisers. The students, with the support and help of their parents and the community, raised over \$15,000 for UNICEF for Tsunami victims, over \$10,000 for U.S. hurricane victims and their toy and food drive brought in 2,000 toys and over 1 1/2 tons of food.

Mr. Kass announced that Superintendent George Duffy would be retiring and the Board would be accepting his letter of resignation in this evening's personnel actions.

Mr. Kass introduced Malita Calpakis, the new Internal Auditor hired by the district. Ms. Calpakis spoke briefly about herself and her experience.

Motion by Ms. Hurley, second by Ms. Cajuste, to approve the Board of Education Minutes of the Regular Meeting of December 1, 2005 and the Workshop Meeting of December 14, 2005.

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to approve the Treasurer's Report for November 30, 2005.

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to accept the Extracurricular Fund Activity Treasurer's Report for November 30, 2005.

Opening Balance	\$	73,739.83
Receipts	\$	12,126.80
Expenditures	\$	7,386.17
Closing Balance	\$	78,480.46

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to approve the General Fund Revenue Report for the period July 1, 2005 through November 30, 2005

All ayes
Motion carried.

MINUTES

TREASURER'S REPORT

**EXTRACURRICULAR
FUND ACTIVITY REPORT**

**GENERAL FUND REVENUE
REPORT**

Motion by Ms. Hurley, second by Ms. Cajuste, to approve the Journal Analysis Report (transfers) for the period of November 1, 2005 through November 30, 2005.

**JOURNAL ANALYSIS
REPORT**

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to approve the Expenditure Report for the period July 1, 2005 through December 23, 2005.

EXPENDITURE REPORT

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to approve the Bill Schedules and Warrants:

**BILL SCHEDULES &
WARRANTS**

Warrant 1026	12/13/05	\$	1,841,757.54
Warrant 1028	12/23/05	\$	724,889.44

All ayes
Motion carried.

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

**PUBLIC COMMENTS –
AGENDA ITEMS**

- Agenda Item 18 – District Cell Phones
- Agenda Item 10 – Journal Analysis Report

Motion by Ms. Hurley, second by Ms. Cajuste, to accept the recommendation to approve the Personnel Action Report:

**PERSONNEL ACTION
REPORT**

1. Certified Personnel
 - a. Recommend accepting the resignation of George L. Duffy, III, Superintendent of Schools for the purpose of retirement, effective June 30, 2006.
 - b. Recommend appointing Kenney Aldrich as Purchasing Agent for the Seaford School District.
 - c. Recommend granting Stacey Silverman Ranzie leave as follows:
 - Ms. Ranzie be granted sick leave beginning January 30, 2006 through March 21, 2006.
 - Ms. Ranzie be granted leave without pay starting March 22, 2006
 - FMLA will run from January 30, 2006 through May 9,

2006.

PERSONNEL (cont'd)

- d. Recommend the appointment of Nancy Kempner to the position of Regular Substitute teacher at the Harbor school effective January 3, 2006 through June 30, 2006. Salary: MA Step 2 = \$53,303 prorated plus benefits.
- e. Recommend accepting the resignation of Diane Wilner, Mathematics teacher in the middle school for retirement purposes, effective January 27, 2006.
- f. Recommend accepting the resignation of James Carson, an art teacher in the high school, effective January 8, 2006.
- g. Recommend the appointment of Linda Mueger to the position of school nurse effective January 9, 2006. Salary: Step 5 of the Registered Nurses' contract = \$45,961 (Appendix A) prorated.
- h. Recommend granting LoriAnn Wakely leave as follows:
 - Ms. Wakely be granted sick leave beginning January 17, 2006 through March 6, 2006
 - Ms. Wakely be granted leave without pay from March 7, 2006 through June 30, 2006.
 - FMLA will run from January 17, 2006 through April 26, 2006.
- i. Recommend the conditional appointment of Melissa Doctor as a part-time Reading teacher at the Manor school effective January 3, 2006 and terminating June 30, 2006 pending fingerprint clearance and background check. Salary \$28 p/h 19 _ hours per week.
- j. Recommend approval to hire a consultant Ms. Robin Wax, a social worker to work with a student classified emotionally handicapped. This service is on the student's IEP. Salary: \$100 p/h.
- k. Recommend the conditional appointment of Dianne Stratford to the position of Regular Substitute Special Education teacher at the Harbor school, effective January 17, 2006 through June 30, 2006, pending fingerprint clearance and background check. Salary: MA Step 1= \$51,387 prorated plus benefits.

PERSONNEL (cont'd)

- I. Recommend the appointment of John Berry to the position of Regular Substitute teacher at the Manor school effective January 17, 2006 through June 30, 2006. Salary: MA Step 1 = \$51,387 pro-rated plus benefits.
 - m. Recommend the conditional probationary appointment of Caitlin Jablow to the position of Art teacher effective January 9, 2006 through January 8, 2009 pending fingerprint clearance and background checks. Salary: BA Step 1 = \$42,577 pro-rated plus benefits.
2. Noncertified Personnel:
- a. Recommend approval of the following resolution:

BE IT RESOLVED, that the Board of Education hereby authorizes and approves a contract with Melita Calpakis, Consultant effective January 1, 2006 through June 30, 2006.
 - b. Recommend approval of the following resolution:

BE IT RESOLVED, that the Board of Education hereby authorizes and approves a contract with SCOPE dated December 1, 2005 for an Interim Part-Time Director of Facilities.
 - c. Recommend approval of the following resolution:

BE IT RESOLVED, effective December 5, 2005:
 - Abolish the position of full-time District Clerk.
 - Establish the position of part-time District Clerk at a salary of \$20,000/year.
 - Appoint Carmen Ouellette to the position of part-time District Clerk.
 - Establish the position of Claims Auditor at a salary of \$32,506 plus benefits.
 - Appoint Patricia Farrell to the position of Claims Auditor.

Personnel (cont'd)

- d. Recommend accepting the resignation of Barbara Lucchesi Harbor teacher aide, effective December 23, 2005
- e. Recommend accepting the resignation of Patricia Regina Harbor teacher aide, effective December 17, 2005.
- f. Recommend approval to appoint Susan Unnold as Treasurer, effective January 6, 2006.
- g. Recommend accepting the resignation of Lois Fogal, instructional aide in the middle school, effective December 23, 2005.
- h. Recommend the appointment of Carly Pesce-Cohen as a teacher aide working two half days per week effective upon approval of her application by the Civil Service Commission and fingerprint clearance. Salary: \$9.92 p/h. Code: 2250-035
- i. Recommend the continued appointments of Carmela D'Onofrio and Maria Shakalis as part-time clerk typists in the Special Education office effective September 1, 2005 and September 7, 2005, respectively. Salaries: \$10.33 p/h (17 1/2 hours per week), which will be covered by the \$15,000 allocated in the federal grant to cover the cost of the aides.
- j. Recommend the probationary appointment of Carmen Ouellette as stenographic secretary effective December 5, 2005 and terminating in 26 weeks. Salary: \$43,558. Code: 1310-022
- k. Recommend the appointment of Lois Fogal as a substitute monitor effective January 6, 2006. Salary: \$8.92 per hour. Code: 2110-033.

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to approve acceptance of the determinations of the Committee on Special Education Meetings of October 20, 2005, November 1, 3, 10, 15, 17, 21, 22, 23, 28 & 29, 2005 and December 1, 5, 6, 9, 12, 15, , 2005 and the Committee on Preschool Special Education Meeting of December 14, 2005.

All ayes
Motion carried.

**CPSE/CSE
DETERMINATIONS**

Motion by Ms. Hurley, second by Ms. Cajuste, to accept the recommendation to approve the agreement with Positive Behavior Support Consulting as indicated in the Board's documentation.

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to accept the recommendation to delete Martin Cheikin from the Impartial Hearing Officers list for the 2005-2006 school year.

**IMPARTIAL HEARING
OFFICER**

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to approve the second reading and adoption of the following policies:

**SECOND READING &
ADOPTION - POLICIES**

- | | | |
|----|---------------|--|
| a. | Policy 5152 | Admission of Non-Resident Students |
| b. | Policy 2160 | School District Officer and Employee Code of Ethics |
| c. | Policy 2160-R | School district Ethics Regulation |
| d. | Policy 6000 | Fiscal Management Goals |
| e. | Policy 6135 | Budget Implementation |
| f. | Policy 6140 | Budget Transfers |
| g. | Policy 6240 | Investment Policy |
| h. | Policy 6241 | Use of Surplus Funds |
| i. | Policy 6600 | Fiscal Accounting and Reporting |
| k. | Policy 6600-R | Fiscal Accounting and Reporting Regulation |
| l. | Policy 6620 | Types of Funds |
| m. | Policy 6650 | Internal Auditor |
| n. | Policy 6670 | Petty Cash/Petty Cash Accounts |
| o. | Policy 6670-R | Petty Cash Accounts Regulation |
| p. | Policy 6700 | Purchasing |
| q. | Policy 6700-R | Purchasing Regulation |
| r. | Policy 6710 | Purchasing Authority |
| s. | Policy 6740 | Purchasing Procedures |
| t. | Policy 6740-R | Purchasing Procedures Regulation |
| u. | Policy 6800 | Payroll Procedures |
| v. | Policy 6900 | Disposal of District Property |
| w. | Policy 8330 | Authorized Use of School-Owned Materials and Equipment |
| x. | Policy 9120 | Conflict of Interest |

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to accept the recommendation to approve the revised list of personnel issued district-owned cellular telephones for 2005-2006.

All ayes
Motion carried.

CELL PHONES

Motion by Ms. Hurley, second by Ms. Cajuste, to approve the Manor fifth grade students to go on a field trip to the Lunt Fontaine theatre in New York City to see Beauty and the Beast on May 24, 2006.

All ayes
Motion carried.

FIELD TRIPS

Motion by Ms. Hurley, second by Ms. Cajuste., to approve the Middle School students Honor Society and Student Council to go on a field trip to Washington, D.D. on May 10-12, 2006

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to grant approval for the President of the Board of Education and the District Clerk to sign a health services contract with the Hempstead School District for one student attending Sacred Heart Academy. Cost: \$702.

All ayes
Motion carried.

CONTRACTS

Motion by Ms. Hurley, second by Ms. Cajuste, to accept the recommendation to approve the Manor students to sell personalized bricks that will be used to form a pathway from the building to the "Garden of Hope" between B and C wing to raise money to be donated to the Manor Kindergarten Playground Fund.

All ayes
Motion carried.

FUNDRAISING

Motion by Ms. Hurley, second by Ms. Cajuste, to accept the recommendation to accept the donation of nine computer monitors from the Federal Aviation Administration.

All ayes
Motion carried.

DONATION

Motion by Ms. Hurley, second by Ms. Cajuste, to accept the recommendation to approve the following fund raising activity during the 2005-2006 school year.

FUNDRAISING

Computer Club (Staples) Collect Empty 1/9/06-6/9/06
Print Cartridges

All ayes
Motion carried.

Motion by Ms. Hurley, second by Ms. Cajuste, to approve the use of facilities by the following groups as detailed in the Board's documentation:

USE OF FACILITIES

1. Seaford High School

- A. Booster Club (Cheerleading Comp.)
- B. Marianne Anderson School of Dance Recital - April, 2006

2. Summer Camps

- A. Seaford Sports Camp - HS
- B. All-American Basketball Camp - MS & Manor
- C. Summer Recreation Program - Manor

All ayes
Motion carried.

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

PUBLIC COMMENTS

- Several residents expressed their regret over Mr. Duffy's resignation.
- Questions/comments asked concerning the process of obtaining a new Superintendent included:
 - The general process to obtain a new Superintendent
 - Timeline for that search
 - Possibility of an interim superintendent
 - The terms of the contract we had with SCOPE for the previous superintendent search
 - The possibility of a refund from SCOPE for the last search
 - Who would handle the search (SCOPE no longer does superintendent searches)
 - Community member involvement in search and/or interview process of prospective superintendent

COMMENTS (cont'd)

- Mr. Kass and Mr. Duffy's December meeting with Senator Fuschillo, the Senator's non-attendance at open meetings as well as contact and accessibility of other elected public officials
- Complements and thanks to Maxine Bogen, Jane Armstrong and the volunteer Seaford staff that ran the outreach program for a pre-referral process for local preschoolers.
- Meetings which are now taking place between SEPTA and Special Ed are fruitful for both groups.
- Follow-up and handling of correspondence or matters brought to the attention of Administrators or Board.
- Review of IEP's by Board members
- Background of the new Assistant Superintendent for Business as well as the value of his contract package with benefits.
- A request to change the order in which the public, Board of Education and Administration speak at the end of each board meeting.

- Mr. Duffy reminded everyone of the cheerleading competition and Gerbino night this Saturday at the High School and encouraged everyone to attend.
- Mr. Coboy spoke about the upcoming ELA's for Elementary and Middle School students.
- Mr. Kass spoke about his recent meeting with Senator Fuschillo. He also spoke about the general meeting he and Linda Hurley attended with Tom Suozzi and the other Nassau County School District Boards of Education. Mr. Kass spoke briefly about the planned workshops, the 3 task forces being created (Revenue, Expenses and Other) and some of the areas these workshops will be addressing including taxes, stated aid, etc. (Mr. Kass is on the Revenue Committee and Ms. Hurley is on the Expense Committee.)
- Mr. Kass advised the audience that they might have noticed voter registration tables set up at concerts and thanked the volunteers for manning those tables. This was done to get the word out for people to register to vote early. Registration tables will be set up at future events as well.
- Mr. Klein went over some of the areas the Board has worked on and accomplished over the past couple of months including:
 - Hiring of the internal auditor
 - Hiring of a claims auditor
 - Have already addressed or in the process of addressing the issues in the auditor's report
 - Hiring of a new Assistant Superintendent for Business

**ADMINISTRATION &
BOARD**

COMMENTS (cont'd)

- With the help of administration, we have tightened up some of the business office reports, practices and procedures
- Treasurers Reports now on the website
- Formation of Citizens Advisory Committee and Sub-Committees
- Update of the financial policies of the District

■ Ms. Hurley acknowledged the presence of the High School students in the audience. She also advised everyone that starting Monday, the High School would be running its clothing drive so if anyone has clothes they may drop them off there.

Mr. Powers was thanked for all of his help and work over the last several months.

There being no further business, a motion was made by Ms. Hurley, second by Ms. Cajuste, to adjourn the Regular Meeting and return to Executive Session for the purpose of discussing personnel issues at 9:22 p.m.

**ADJOURN REGULAR
MEETING**

All ayes
Motion carried.

There being no further business, a motion was made by Ms. Hurley, second by Ms. Cajuste, to adjourn Executive Session at 11:37 p.m.

**ADJOURN EXECUTIVE
SESSION**

All ayes
Motion carried.

Respectfully submitted,

Carmen T. Ouellette
District Clerk

Linda Hurley,
Vice District Clerk