

A Special Meeting of the Board of Education, Seaford Union Free School District, was held on Thursday, April 21, 2015, in the All Purpose Room located in the Manor Elementary School, 1590 Washington Avenue, Seaford, New York.

PRESENT: Mr. Bruce A. Kahn - President
Ms. Susan Ruona - Trustee
Ms. Stacie Stark - Trustee
Ms. Jeanmarie Wink – Trustee

ABSENT: Mr. Brian W. Fagan – Vice President

Mr. Brian L. Conboy
Mr. John A. Striffolino
Ms. Elsa Pellati
Ms. Antonia Hamblin – Attorney

At 7:32 p.m., Board President Bruce Kahn opened the Special Meeting. As the first order of business, Mr. Kahn led those present in the Pledge of Allegiance.

OPEN MEETING

Board President opened by thanking the members of the Anaphylaxis Committee:

OPENING REMARKS

Chairs: Brian Conboy, John Striffolino
Board Rep: Jeanmarie Wink
Administrators: Donna DeLucia-Troisi, Debra Emmerich, Caroline Schozer
Teachers: Barbara Sherwin, Michael Spreckels
Nurses: Julie Canale, Lynn Gerrie
Parents: Christina Cappetti, Jennifer Conklin, Theresa Groder, Donna Jebaily, Lisa Malek, Larry McKenny, Meredith McNamara, Lynn Peraino, Heather Stebner

Mr. Conboy's Administrative Report dated April 17, 2015 included information about the Anaphylaxis Committee Report Presentation, latest Headcount Report and the Claims Auditor's Report.

ADMINISTRATIVE REPORT

Mr. Kahn advised Mr. Conboy that the Board had questions on some of the late fees (PSEG, National Grid, utilities) listed in the Claims Auditor's report. He asked if they could be researched and then advise the Board what will be done to rectify/resolve them at the next Workshop Meeting (May 19).

Superintendent of Schools Brian Conboy gave a PowerPoint presentation of the Anaphylaxis Committee Report to the Board of Education. Areas covered in the presentation included:

**PRESENTATION:
ANAPHYLAXIS
COMMITTEE REPORT
TO THE BOARD OF
EDUCATION**

Background of the Committee:

- Creation
- Formation
- Participants
- Tasks Assigned

Committee Members:

Class Parties & Food

- Current Classroom Parties
- Proposed Classroom Parties

Cafeteria Procedures & Protocols

Proposed Cafeteria Procedures

Bus Transportation

Proposed Field Trip Procedures

Communication to the Community

Training of Staff

Questions/Comments

Areas covered in the discussion on report and proposed changes to procedures/policies/regulations concerning Anaphylaxis:

Priority to keep all children safe

Do not want to discriminate against any children

For some children is a life or death situation

Food in classrooms

- Common snack time in Elementary Schools
- Allergen free classrooms do not allow snacks containing allergens
- Consensus is to leave snack

List of safe snacks given out in beginning of year; should continue

- Unfortunately list is fluid; can be effected by factories where products are made

Would cafeteria procedures be a policy or a regulation

- Procedures should be memorialized in writing
- Questions concerning need for uniformity

Any changes to Board Policy/Regulations would need to be reviewed by legal counsel

Procedures currently in place in lunchrooms

Children sit with their classes in lunchroom

Teachers/School Monitors must know where students with allergies are sitting

ANAPHYLAXIS DISCUSSION (cont'd)

Enforcing/reinforcing no eating on buses; harder to enforce
Possible set up of allergen/non-allergen areas in cafeteria
Is allergen area solely for students eating an allergen lunch
Seating/tables in the cafeterias
Procedures for clean-up/sanitization for students in allergen area
Committee talked about having an allergen controlled area or a peanut area
- Neither option is perfect
- Discrimination is what we have to eliminate; students need to be safe and not discriminated against
Working to reduce the risk to the greatest extent possible
Elimination of bigger parties in cafeterias
Education of kitchen staff
1:1 Aides on field trips
Cost of matrons for health buses
Communication to parents well and early if we are beginning this for the 1st day of school in September 2015
- Summer mailing to parents; possible Shoutpoint
Want to have policy adopted before July
Mr. Strifolino will be visiting each of the Elementary cafeterias during lunch to review layout/set-up
Administration will come back to Board with draft policy

None

PUBLIC COMMENTS

Board President Bruce Kahn asked each of the Board Members their vote for three (3) BOCES Board members. After determining which candidates received the most votes, Mr. Kahn asked for a motion to approve the votes cast for those candidates.

Motion by Ms. Stark, second by Ms. Ruona, to approve the votes cast for the following three members to the BOCES Board:

RESOLUTION - BOCES BOARD 2015-2016

Susan Bergtraum	Martin R. Kaye	Michael Weinick
	Bruce Kahn -	Aye
	Susan Ruona -	Aye
	Stacie Stark -	Aye
	Jeanmarie Wink -	Aye
		Motion Carried.

Motion by Ms. Ruona, second by Ms. Wink, to adopt the following resolution:

RESOLUTION – BOCES ADMINISTRATIVE OPERATIONS BUDGET 2015-2016

WHEREAS, the Board of Cooperative Educational Services of Nassau County (hereinafter "Nassau BOCES") has proposed and presented its Proposed Administrative Operations Budget for the 2015/16 school year (July 1, 2015 through June 30, 2016), now therefore

BE IT RESOLVED, that the Nassau BOCES Proposed Administrative Operations Budget for the 2015/16 school year in the amount of twenty million, three hundred ninety-five thousand, eight hundred thirty four dollars (\$20,395,834) be, and hereby is, approved by this Board.

	No Discussion.
Bruce Kahn -	Aye
Susan Ruona -	Aye
Stacie Stark -	Aye
Jeanmarie Wink -	Aye
	Motion Carried.

Closing remarks by the Administration and Board

CLOSING REMARKS

- ◆ Anyone interested in registering to vote should see the District Clerk
- ◆ Budget Hearing/Regular Board Meeting will be on Thursday, May 7th at 7:30 p.m. in the Seaford High School Auditorium
- ◆ Pleasure working with the members of the Anaphylaxis Committee
- ◆ Wonderful 50th Anniversary of Seaford Middle School
On May 2nd between 9:00 a.m. – 1:00 p.m. the District will be opening up the Avenue School for anyone interested in taking a last tour of the building before it is sold

There being no further business, a motion was made by Ms. Ruona, second by Ms. Wink, to adjourn the Regular Meeting at 8:49 p.m.

ADJOURN REGULAR MEETING

No Discussion.
All Ayes
Motion Carried.

Respectfully submitted,

Carmen T. Ouellette, District Clerk	Susan Ruona, Vice District Clerk
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