

A Regular Meeting of the Board of Education, Seaford Union Free School District, was held on Thursday, September 7, 2017, in the All Purpose Room of the Manor Elementary School, 1590 Washington Avenue, Seaford, New York.

PRESENT: Mr. Bruce A. Kahn - President
Ms. Stacie Stark - Vice President
Ms. Janice Baldwin - Trustee
Ms. Natalie Pedisich – Trustee
Mr. Patrick Rail - Trustee

Dr. Adele V. Pecora
Mr. John A. Strifolino
Ms. Elisa Pellati
Mr. Christopher Venator – Attorney

At 7:38 p.m., the President of the Board of Education opened the Regular Meeting. As the first order of business, Board President Bruce Kahn led the audience in the Pledge of Allegiance.

OPEN MEETING

Internal Auditors – Rhonda Mezzero and James Pappas of Pappas & Company gave a brief overview of the Risk Assessment Report. Areas covered included:

**PRESENTATIONS
RECOGNITIONS**

Overview of their role
Special Education Reporting
Fueling and maintenance of District vehicles
Invoicing for Health Services,
Risk assessment on most of the areas in this District are moderate to low
- Speaks highly of internal controls and policies and procedures in place
After each of areas looked at do meet with Audit Committee
Met with Special Education Director Jane Dawkins and her staff
- Job Descriptions
- Cross-training
- Supervising
- Proper reimbursements
- Confidentiality/additional layer of controls
- Filings for STAC-& secondary review for accuracy
District bills out to other school districts out for Health Services, Non-Resident Tuition and Parentally Placed Tuition/Services
- Billings done timely and accurately
- Unpaid balances throughout testing but by the time report was completed District was in receipt of payments
Medicaid handled by an outside consultant
- Did not find any discrepancies
Fueling and maintenance of vehicles
- Fleet is very small
- Through budget process adding new vehicles which are multi-functional
- Rotating cycle for adding new vehicles
New fuel maintenance system implemented in July 2016
- Allows district to fuel vehicles at many stations within the area
- District has 8 cards – access to 27 employees (security, buildings & grounds, courier)
- Improvement over former system
- Allows for different reports - who is filling up, mileage, etc. – reports
- Certain times of year actual gas cans need to be filled – lawn machinery and snow blowers
- Better documentation on those fill-ups
Excellent controls in place; recommendations made to enhance
Audit Committee has asked for Internal Auditors to look at:
- School Lunch (will look at this first)
- New WinCap program for Benefits

Mr. Rail, who is a member of the Audit Committee and was present at the August 23rd Audit Committee meeting where they went into these a little more in depth, stated that he was happy that all the recommendations made were either already implemented now or will be very soon in the future. He also stated that this was a reflection on our business office Cristina, Elisa and her staff.

Mr. Kahn spoke about having NYSBA coming in to do a policy review. He also asked Dr. Pecora and Ms. Pellati to report back on updating passwords and job descriptions.

Mr. Rail advised that the Audit Committee reviewed the Charter and recommended no changes.

Topics covered in Dr. Pecora's Administrative Report dated September 1, 2017 included:

**ADMINISTRATIVE
REPORT**

Opening Day of School

- First day went extremely well
- Positive energy in all 4 buildings

Opening of access road by Seaford Harbor

- Flow of traffic reasonable
- Will continue to monitor
- Roadway open 7:30 a.m. to 4:00 p.m. during school week
- Ribbon cutting on September 16 at 10:00 a.m.

Highlights from each building principle on their opening day

Very successful Sixth Grade Orientation

Really nice orientation program for incoming 9th Graders

New Teacher Orientation

Board of Education Tour of each of the buildings

Again this year Ms. Umstadt has arranged for staff flu shots through Rite Aid Corporation; contract on agenda

Parent Athletic Night went very well (parents/coaches/students/speakers)

Mr. Kahn briefly spoke about the notes taken by Stacie Stark during the Board tour of the buildings and read some of the things noticed in each building. He also asked about an update on the Middle School band room lockers.

Mr. Kahn advised that they would be removing Agenda Item.C.1. P7. from the personnel action report.

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

No Discussion
All Ayes
Motion Carried.

**CONSENT AGENDA
ITEMS 5.A., B. & C.
(detailed below)**

Motion by Ms. Stark, second by Mr. Rail, to approve the Board of Education Minutes of the Regular Meeting of August 3, 2017, the Workshop Meeting of August 17, 2017 and Special Meeting of August 28, 2017.

No Discussion.
All Ayes
Motion Carried.

MINUTES

Motion by Ms. Stark, second by Mr. Rail, to approve the Budget Transfers, as indicated in the Board's documentation.

No Discussion
All Ayes
Motion carried.

BUDGET TRANSFERS

Motion by Ms. Stark, second by Mr. Rail, to accept the recommendation to approve the Personnel Action Report:

**PERSONNEL ACTION
REPORT - INSTRUCTIONAL**

A. Instructional (dated September 7, 2017):

P-1: POSITION ABOLITION: No Recommended Actions

P-2: POSITION CREATION: No Recommended Actions

P-3: RESIGNATIONS: No Recommended Actions

1. ANTHONY ALLISON

Position: Assistant Principal
Assignment: Seaford High School
Effective Date: August 31, 2017
Reason: Resignation

P-4: LEAVES: No Recommended Actions

P-5: TERMINATIONS: No Recommended Actions

P-6: TENURE APPOINTMENTS: No Recommended Actions

P-7: APPOINTMENTS:(Subject to the successful completion of pre-employment screening)

2. DANIELLE GIL

Position: Special Education Teacher
Type of Appointment: Regular Substitute
Assignment: Seaford Manor School
Certification: Social Studies 7-12 - Prof.
Students W/Disabilities: Gr.7-12-Prof.
Effective Date: September 5, 2017
Expiration Date: June 22, 2018
Tenure Eligibility: N/A
Tenure Area: N/A
Salary: As per leave replacement schedule
Reason: Leave Replacement

CONSENT AGENDA (cont'd)

P-8: OTHER:

- a) Recommend the Board of Education amend the tenure end date of Joanna Cavallo from September 5, 2021 to June 30, 2021 as approved at the August 3, 2017 Board of Education meeting.
- b) Recommend the Board of Education amend the tenure end date of Pamela Brinkman from June 30, 2019 to October 9, 2019 as approved at the July 7, 2017 Board of Education meeting due to a child care leave of absence.
- c) Recommend the Board of Education amend the appointment JV Field Hockey Coach, Brian Horner, from Step 4B - \$5,703 to Step 5B - \$6,085 as approved at the August 3, 2017 Board of Education meeting.
- d) Recommend the Board of Education amend the dates of Melissa Infranca's child care leave of absence from the original dates to the revised dates as approved at the May 4, 2017 Board of Education meeting.

<u>MELISSA INFRANCA</u>	<u>ORIGINAL DATES</u>	<u>REVISED DATES</u>
Position:	Special Education Teacher	Special Education Teacher
Assignment:	Seaford Manor School	Seaford Manor School
Effective Date:	Sept. 19, 2017	Sept. 5, 2017
Sick Leave:	Sept. 19, 2017 - Nov. 2, 2017	Sept. 5, 2017 - Oct. 19, 2017
Leave Without Pay:	Nov. 3, 2017 - Dec. 19, 2017	Oct. 20, 2017 - Dec. 19, 2017
Expiration Date:	Dec. 19, 2017	Dec. 19, 2017
FMLA:	Sept. 19, 2017 - Dec. 11, 2017	Sept. 5, 2017 - Nov. 27, 2017
Reason:	Child Care Leave of Absence	Child Care Leave of Absence

- e) Recommend the Board of Education amend Thomas Graef's effective date from September 19, 2017 to September 5, 2017 as approved at the August 28, 2017 Board of Education meeting.
- f) Recommend the Board of Education rescind the Robotics Advisor appointment of Nick Isgro as approved at the August 3, 2017 Board of Education meeting.
- g) Recommend the Board of Education approve the following High School club and extracurricular appointments for the 2017-2018 school year:

Nick Isgro	Robotics Co-Advisor	\$1,433
Neal Hagan	Robotics Co-Advisor	\$1,433
Jenna Lubicich	World Culture Club	\$1,433
- h) Recommend the Board of Education approve an After-School Services for the Seaford Manor School for the 2017-2018 school year for the following teacher:

Adriane Balsam	5 days per week	Reading
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- i) Recommend the Board of Education approve the annual appointment of Michael Wimmer as a Home Instructor Director for the 2017-2018 school year. Mr. Wimmer will receive a stipend as per the UTS contract.

B. Non-Instructional (dated September 7, 2017):

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

- 1. DEENA LEPPER

Position:	Teacher Aide
Civil Service Title:	Teacher Aide Part-time
Location:	Manor School
Effective Date:	August 24, 2017
Reason:	Resignation
- 2. JENNA MARTINI

Position:	Teacher Aide
Civil Service Title:	Teacher Aide Part-time
Location:	Manor School
Effective Date:	August 2, 2017
Reason:	Resignation
- 3. BARBARA D'ALLESANDRO

Position:	Teacher Aide
Civil Service Title:	Teacher Aide Part-time
Location:	Manor School
Effective Date:	August 2, 2017
Reason:	Resignation
Effective Date:	September 1, 2017

CONSENT AGENDA (cont'd)

P-4: TERMINATIONS: No Recommended Actions

P-5: APPOINTMENTS: (ALL new employee appointments are subject to approval by the Nassau County Civil Service Commission, fingerprint clearance and the successful completion of pre-employment screening.

1. KATHLEEN NADLER

Position: School Monitor
Civil Service Title: School Monitor Part-time
Type of Appointment: Part-time
Location: Harbor School
Salary: \$12.07 per hour
Code: 2110-165
Reason: Monitors Needed
Effective Date: Upon approval of her application by the Nassau County Civil Service Commission

2. MARYLEE SPINELLI

Position: Teacher Aide
Civil Service Title: Teacher Aide Part-time
Type of Appointment: Part-time
Location: Harbor School
Salary: \$12.07 per hour
Code: 2110-165
Reason: New IEP Directed (1:1)
Effective Date: Upon approval of her application by the Nassau County Civil Service Commission

3. PATRICIA KOFOD

Position: Teacher Aide
Civil Service Title: Teacher Aide Part-time
Type of Appointment: Part-time
Location: Harbor School
Salary: \$12.07 per hour
Code: 2110-165
Reason: New IEP Directed (1:1)
Effective Date: Upon approval of her application by the Nassau County Civil Service Commission

4. SUSAN ARAQUE

Position: Teacher Aide
Civil Service Title: Teacher Aide Part-time
Type of Appointment: Part-time
Location: Harbor School
Salary: \$12.07 per hour
Code: 2110-165
Reason: Replacement (Marilyn Burton)
Effective Date: Upon approval of her application by the Nassau County Civil Service Commission

5. DONNA MESSINA

Position: Teacher Aide
Civil Service Title: Teacher Aide Part-time
Type of Appointment: Part-time
Location: Manor School
Salary: \$12.07 per hour
Code: 2110-165
Reason: Replacement (Deena Lepper)
Effective Date: Upon approval of her application by the Nassau County Civil Service Commission and subject to the successful completion of pre-employment screening

6. ANNEMARIE BURKE

Position: Teacher Aide
Civil Service Title: Teacher Aide Part-time
Type of Appointment: Part-time
Location: Manor School
Salary: \$12.07 per hour
Code: 2110-165
Reason: Replacement (Jenna Martini)
Effective Date: Upon approval of her application by the Nassau County Civil Service Commission and subject to the successful completion of pre-employment screening

7. DENISE IPPOLITI

Position: Substitute Teacher Aide
Civil Service Title: Teacher Aide Part-time Substitute
Type of Appointment: Substitute
Location: District – Where/When needed
Salary: \$12.07 per hour
Code: 2110-165
Reason: Substitutes needed
Effective Date: Upon approval of her application by the Nassau County Civil Service Commission, fingerprint clearance and subject to the successful completion of pre-employment screening

CONSENT AGENDA (cont'd)

8. DENIECE TALAMO
 Position: Teacher Aide
 Civil Service Title: Teacher Aide Part-time
 Type of Appointment: Part-time
 Location: Manor School
 Salary: \$12.07 per hour
 Code: 2110-165
 Reason: IEP/504 Directed
 Effective Date: Upon approval of her application by the Nassau County Civil Service Commission, fingerprint clearance and subject to the successful completion of pre-employment screening
9. CYNTHIA BERTRAM
 Position: Teacher Aide
 Civil Service Title: Teacher Aide Part-time
 Type of Appointment: Part-time
 Location: Middle School
 Salary: \$12.07 per hour
 Code: 2110-165
 Reason: New – IEP Directed (new student to District)
 Effective Date: Upon approval of her application by the Nassau County Civil Service Commission, fingerprint clearance and subject to the successful completion of pre-employment screening
10. SUSAN PEREIRA
 Position: Teacher Aide
 Civil Service Title: Teacher Aide Part-time
 Type of Appointment: Part-time
 Location: Manor School
 Salary: \$12.07 per hour
 Code: 2110-165
 Reason: New – IEP Directed
 Effective Date: Upon approval of her application by the Nassau County Civil Service Commission, fingerprint clearance and subject to the successful completion of pre-employment screening
11. BARBARA D'ALESSANDRO
 Position: Substitute Teacher Aide
 Civil Service Title: Teacher Aide Part-time Substitute
 Type of Appointment: Substitute
 Location: District Where/When Needed
 Salary: \$12.07 per hour
 Code: 2110-165
 Reason: Substitutes
 Effective Date: Upon approval by the Nassau County Civil Service Commission

P-6: LEAVES:

1. MARYALICE VILLACAMPA
 Position: Teacher Aide
 Assignment: Manor School
 Effective Date: September 5, 2017
 Expiration Date: June 30, 2018
 Leave: Unpaid

P-7: OTHER:

1. Recommend changing Christopher Distler's appointment as a Cleaner from probationary to permanent effective September 8, 2017
2. Recommend changing Huguens Eugene's appointment as a Cleaner from probationary to permanent effective September 18, 2017
 No Discussion.
 All Ayes
 Motion Carried.

Mr. Kahn congratulated newly appointed Substitute Special Education teacher Danielle Gil and welcomed High School Assistant Principle Nicole Schnabel.

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

PUBLIC COMMENTS

- Thank you to the Board for fully funding the Bowling Team
 Does this include uniforms
- Does screening include PTA Volunteers

Motion by Ms. Stark, second by Mr. Rail, to approve the disposal of obsolete televisions submitted by the Manor School custodian dated August 18, 2017.

No Discussion.
All Ayes
Motion Carried.

**OLD BUSINESS
OBSOLETE ITEMS**

NEW BUSINESS

Motion by Ms. Stark, second by Mr. Rail, to approve entering into an Agreement with St. James Tutoring, Inc. for the 2017-2018 school year for educational services and authorize the Board President to sign said Agreement.

No Discussion.
All Ayes
Motion Carried.

**CONTRACT – 2017/2018
ST. JAMES TUTORING**

Motion by Ms. Stark, second by Mr. Rail, to approve entering into a License Agreement with Rite Aid Headquarters Corporation for the 2017-2018 school year for flu shot clinics for the school district and authorize the Board President to sign said Agreement.

No Discussion.
All Ayes
Motion Carried.

**CONTRACT – 2017/2018
RITE AIDE HEADQUARTERS
CORPORATION**

Motion by Ms. Stark, second by Mr. Rail, to authorize the Board President and Superintendent to sign the 2017 summer transportation contracts with the five private contractors and Nassau BOCES who provide transportation from Seaford to Special Education locations and private schools under sixteen (16) separate annually renewable contracts. The costs are based on a 1.8% cost of living index adjustment.

No Discussion.
All Ayes
Motion Carried.

**CONTRACT – SUMMER 2017
BOCES TRANSPORTATION**

Motion by Ms. Stark, second by Mr. Rail, to approve entering into an Agreement with Childhood Anxiety Solutions, LCSW, PLLC. for the 2017-2018 school year for related services and authorize the Board President to sign said Agreement.

No Discussion.
All Ayes
Motion Carried.

**CONTRACT – 2017/2018
CHILDHOOD ANXIETY**

Motion by Ms. Stark, second by Mr. Rail, to approve entering into a Memorandum of Agreement between the Seaford Union Free School District and Seaford Association of Educational Office Personnel for the period of July 1, 2017 through June 30, 2022, and authorize the Board President.

No Discussion.
All Ayes
Motion Carried.

**MEMORANDUM OF AGREEMENT
2017 THROUGH 2022
SEAFOARD ASSOCIATION OF
EDUCATIONAL OFFICE
PERSONNEL**

Motion by Ms. Stark, second by Mr. Rail, to approve entering into an Employment Agreement with Sandra Mooney for the 2017-2018 school year and authorize the Board President to sign this agreement.

No Discussion.
All Ayes
Motion Carried.

**EMPLOYMENT AGREEMENT
2017-2018 SANDRA MOONEY**

Motion by Ms. Stark, second by Mr. Rail, to approve entering into a Consultant Services Contract with The Long Island Home, d/b/a/ South Oaks Hospital for particular training of job coaches for 2017-2018 school year and authorize the Board President and Superintendent to sign this agreement.

No Discussion.
All Ayes
Motion Carried.

**CONTRACT – 2017/2018
THE LONG ISLAND HOME
D/B/A/ SOUTH OAKS
HOSPITAL**

Motion by Ms. Stark, second by Mr. Rail, to adopt the following resolution:

BE IT RESOLVED, that the Board of Education approve a NYSBBA Policy Services Compliance Review of the District's policy manual and authorized by the Board President.

No Discussion.
All Ayes
Motion Carried.

NYSSBA POLICY REVIEW

Motion by Ms. Stark, second by Mr. Rail, to adopt the following resolution:

MOTION MADE BY SECONDED BY TO APPROVE THE AGREEMENT BETWEEN SEAFORD UNION FREE SCHOOL DISTRICT AND BOARD OF COOPERATIVE EDUCATIONAL SERVICES (PROJECT # 10-611999 DATED 9-7-2017) TO FIND THAT:

**CONTRACT - BOCES
PROEJCT NO. 10-611999**

- i. the use of the Equipment and the District's participation in the project is essential to the District's proper, efficient and economic operation of its education program to be supported by the Equipment, and is necessary to maintain the District's educational program; and that
- ii. the expenses arising under this Agreement constitute expenses necessary for providing educational services and the transaction is in the best financial interests of the School District because it enables the District to utilize the equipment in a cost effective and economic manner.

AND TO APPROVE AN ASSIGNMENT OF CO-SER AGREEMENT BETWEEN THE SEAFORD UNION FREE SCHOOL DISTRICT AND THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF NASSAU COUNTY ARISING UNDER THE AGREEMENT FOR TECHNOLOGY PROGRAM PROJECT #10-611999 TO REPLACE OBSOLETE COMPUTER EQUIPMENT at:

Destination Building Name	Building -Full Address 1 line
Seaford Middle School	3940 Sunset Ave, Seaford, NY 11783
Seaford Senior High	1575 Seamans Neck Rd., Seaford, NY 11783

AND TO AUTHORIZE THE BOARD PRESIDENT TO SIGN THE APPROPRIATE ASSIGNMENT AND SUCH OTHER DOCUMENTS AND AGREEMENTS AS MAY BE NECESSARY TO EFFECT THE TRANSACTION SUBJECT TO LEGAL COUNSEL REVIEW.

- No Discussion
- Bruce Kahn - Aye
- Stacie Stark - Aye
- Janice Baldwin - Aye
- Natalie Pedisich - Aye
- Patrick Rail - Aye
- Motion Carried.

Motion by Ms. Stark, second by Mr. Rail, to adopt the following resolution:

RESOLUTION

BE IT RESOLVED, that the Board of Education hereby approves a settlement agreement and release of a disciplinary matter under SED #31,218 executed by the Respondent employee on August 18, 2017.

SED #31,218

- No Discussion
- Bruce Kahn - Aye
- Stacie Stark - Aye
- Janice Baldwin - Aye
- Natalie Pedisich - Aye
- Patrick Rail - Aye
- Motion Carried.

Motion by Ms. Stark, second by Mr. Rail, to adopt the following resolution:

**RESOLUTION
PARENTAL AGREEMENT**

BE IT RESOLVED, that the Board of Education hereby approves a settlement agreement and release for a particular student executed by the parents on August 23, 2017 and authorize the Board President to sign said Agreement.

- No Discussion
- Bruce Kahn - Aye
- Stacie Stark - Aye
- Janice Baldwin - Aye
- Natalie Pedisich - Aye
- Patrick Rail - Aye
- Motion Carried.

Motion by Ms. Stark, second by Mr. Rail, to adopt the following resolution:

**RESOLUTION
PURCHASE OF AIR
CONDITIONING EQUIPMENT**

WHEREAS, the Board of Education of the Seaford Union Free School District has determined that the purchase of air conditioning equipment is necessary in conjunction with Section 504 stipulations;

Now, therefore, be it resolved, that the Board of Education hereby declares the purchase of such equipment to be an ordinary contingent expense in an amount not to exceed \$8,000 and authorizes the Assistant Superintendent of Business to fund such expense by making the appropriate and necessary transfers between budgetary appropriation codes.

No Discussion
Bruce Kahn - Aye
Stacie Stark - Aye
Janice Baldwin - Aye
Natalie Pedisich - Aye
Patrick Rail - Aye
Motion Carried.

Motion by Ms. Stark, second by Mr. Rail, to adopt the following resolution:

**RESOLUTION
SED #31,237**

BE IT RESOLVED, that the Board of Education hereby approves a settlement agreement and release of a disciplinary matter under SED #31,237 executed by the Respondent employee on August 30, 2017.

No Discussion
Bruce Kahn - Aye
Stacie Stark - Aye
Janice Baldwin - Aye
Natalie Pedisich - Aye
Patrick Rail - Aye
Motion Carried.

Motion by Ms. Stark, second by Mr. Rail, to approve the high school's request for a field trip on October 4, 2017 to David Geffen Hall, Lincoln Center, New York for the NY Philharmonic Performance of Return of the Jedi.

**FIELD TRIP
HIGH SCHOOL**

No Discussion.
All Ayes
Motion Carried.

Motion by Ms. Stark, second by Mr. Rail, to approve the high school's request for a field trip on March 28 through March 31, 2018 to Boston, Massachusetts for performance at JFK Museum, Old First Church, Fenway Park and Boston University

**FIELD TRIP
HIGH SCHOOL**

Ms. Stark questioned whether the Board had previously approved this.

No Discussion.
All Ayes
Motion Carried.

Motion by Ms. Stark, second by Mr. Rail, to approve the high school's request for a field trip on April 2 through April 7, 2018 to Costa Rica for the AP Biology and AP Earth Science students.

**FIELD TRIP
HIGH SCHOOL**

No Discussion.
All Ayes
Motion Carried.

Closing remarks by the Administration and Board

CLOSING REMARKS

- ◆ Great opening – Best part of the District is the kids
- ◆ Positiveness of the first day – Staff, Students, Parents
- ◆ Have a great year
- ◆ First home football game tomorrow evening under the lights

At 8:07 p.m., a motion was made by Ms. Stark, second by Mr. Rail, to adjourn the Regular Meeting and enter into Executive Session for the purpose of discussing contract negotiations with the UPSEU and SASA and personnel matter related to two specific people.

**ADJOURN REGULAR
MEETING**

No Discussion.
All Ayes
Motion Carried.

There being no further business, a motion was made by Ms. Stark, second by Mr. Rail, to adjourn Executive Session at 10:12 p.m.

**ADJOURN EXECUTIVE
SESSION**

No Discussion.
All Ayes
Motion Carried.

Respectfully submitted,

Carmen T. Ouellette
District Clerk

Patrick Rail
Vice District Clerk