

Little Flower Union Free School District
Board of Education
Organizational Meeting & Regular Meeting
Monday July 9, 2018
Library– 4 p.m.

Walter Denzler, President
Charles Drexel, Vice President
Gary Bixhorn
Joseph Delgado
Raymond Fell
Corinne Hammons
Nancy Hancock
Grace LoGrande
Sandra Townsend

MEMBERS PRESENT

Cynthia Stachowski, Superintendent
Ann O. Romeo, Asst. Supt. for Business
William Glasshagel, Principal
Harold J. Dean, guest

ALSO PRESENT

CALL TO ORDER/
PLEDGE:

1. 4:02 p.m. meeting called to order and Superintendent Stachowski led the pledge of allegiance.

NEW BOARD
MEMBERS

- 2.1 District Clerk administered Oath of Office to reappointed board members Walter Denzler and Charles Drexel.

ELECTION OF
OFFICERS

- 3.1 G. Bixhorn moved, C. Hammons seconded nomination of Walter Denzler for Board President.

G. Bixhorn moved, C. Hammons seconded nominations to be closed, carried 9-0, 1 vote cast,

Walter Denzler elected Board President.

- 3.2 S. Townsend moved, N. Hancock seconded nomination of Charles Drexel for Vice President.

S. Townsend moved, N. Hancock seconded nominations to be closed, carried 9-0, 1 vote cast.

Charles Drexel elected Vice President

- 3.3 Oaths of Office administered to President and Vice President by District Clerk Nolan.

APPOINTMENT OF
OFFICERS

4. G. LoGrande moved, S. Townsend seconded, carried 9-0 to appoint the following officers for 2018-2019.

- 4.1 Kathleen Nolan, District Clerk
- 4.2 Frank Vu, District Treasurer
- 4.3 Ann O. Romeo, Deputy Treasurer
- 4.4 Oaths of Office administered to District Clerk and Deputy Treasurer.
District Treasurer to be sworn in District Office.

OTHER
APPOINTMENTS

5. C. Hammons moved, J. Delgado seconded, carried 9-0 to approve the following other appointments for 2018-2019:

- 5.1 School Attorney
 - Labor & General Counsel: Guercio & Guercio, LLP
 - Bond counsel: Hodgson Russ, LLP
 - Capital Project: Hodgson Russ, LLP
- 5.2 Attendance Officer: Ann Riccio
- 5.3 Independent Auditor: Cullen & Danowski, LLP
- 5.4 Claims Auditor: Cerini & Associates, LLP
- 5.5 Records Access Officer: Kathleen Nolan
- 5.6 Asbestos (LEA) Designee: Scott Lambeck
- 5.7 Purchasing Agent: William Glasshagel
- 5.8 504 Compliance Officer: William Glasshagel
- 5.9 Title IX Officers: Claudia Ruggiere
Roger Foster
- 5.10 Dignity Act Coordinator: William Glasshagel
- 5.11 Qualified Lead Evaluator: Robert Scappatore

5.12 Committee on Special Education:

Chairperson	Jessica Frost
Chairperson (no stipend)	William Glasshagel
Physician	Dr. Jeffrey Hammerman
School Psychologist	Jessica Frost
Nursing Supervisor	Adeline Ruiz
Parent Member	Pending
School Social Worker	Roger Foster

5.13 E-Rate Consultant: Intergra Inc.

5.14 403(b) Third Party Administrator: The Omni Group

5.15 Financial Advisor: Piper Jaffray & Co.

5.16 Architect: Bartlett, Amoruso & Reece PC

6. S. Townsend moved, N. Hancock seconded, carried 9-0 DESIGNATIONS
to approve the following designations for 2018-19.

- | | | |
|-----|---|----------------------------------|
| 6.1 | Official Bank Depository: | People's United Bank
Key Bank |
| 6.2 | Regular Meeting:
Education Law 1708 | Fourth Monday of each month |
| 6.3 | Official Newspaper:
Education Law 2004 | Riverhead News-Review |

7. G. Bixhorn moved, R. Fell seconded, carried 9-0 AUTHORIZATIONS
to approve the following authorizations for 2018-19.

- 7.1 Superintendent to Certify Payrolls.
- 7.2 Superintendent to Authorize Conference, Convention, and Workshop Attendance.
- 7.3 District Treasurer to Establish \$100.00 Petty Cash Fund.
- 7.4 Treasurer, Superintendent, and Assistant Superintendent for Business designated as District Check Signers.
- 7.5 Superintendent to Approve Budget Transfers in the amount not to exceed \$5,000.

7.6 Superintendent to apply for Grants in Aid (Federal and State).

OFFICIAL
UNDERTAKINGS

8. S. Townsend moved, N. Hancock seconded, carried 9-0 to Bond the District Treasurer and the Deputy Treasurer in the amount of \$500,000 for 2018-19.

OTHER

9. R. Fell moved, G. LoGrande seconded, carried 9-0 to to approve the following items for 2018-19.

- 9.1 Re-adopt all previously approved policies and code of ethics in effect during previous year
- 9.2 Establish the mileage rate according to the Federal set rate for 2018-19.
- 9.3 Approve the Health Insurance Buyout waiver of family policy at \$4,700 and individual policy at \$2,350 for 2018-19.
- 9.4 Approve the Summer School Rates.

<u>Position</u>	<u>Hourly Rate</u>
School Psychologist	\$35.00
School Social Worker	\$35.00
Guidance Counselor	\$35.00
Speech Teacher	\$35.00
Certified Teacher	\$35.00
Substitute Teacher	\$29.00
Teaching Assistants	\$18.00
Teacher Aide or 1:1 Aide (Certified)	\$18.00
Teacher Aide or 1:1 Aide	\$15.00
Behavioral Support Staff	\$24.00
Behavioral Support Team Leader	\$29.00
Security Staff	\$24.00

- 9.5 Approve the Substitute Teachers Rate at \$130.00 per day and Substitute Teaching Assistant, Security/ Behavior Support Staff and Teacher Aide rate at \$14.00 per hour, for 2018-19.

- 9.6 Approve the following Stipends for 2018-19:

Student Resource Coordinator	\$3,000
SSEC (VADIR) Coordinator	\$3,000
CSE Chairperson	\$3,500

THIS CONCLUDES THE BUSINESS OF THE ORGANIZATIONAL MEETING AND
COMMENCES THE BUSINESS OF THE REGULAR JULY MEETING

BOARD PRESIDENTS
REPORT

1. President Denzler welcomed all and updated the board on the following before handing the meeting over to Superintendent Stachowski:

- Tour of Campus after BOE meeting
- Signed contracts
- 2017-18 Superintendent Evaluation

SUPERINTENDENTS
REPORT

2. Superintendent Stachowski reported on the following:

- **5K run/walk August 4th** – The Educational Foundation is planning to host a 5K run/walk fundraiser.
- **School Calendar** - The 2018-19 School Calendar is based on 990 hours as required by NY State Ed. We are okay this year but may have to negotiate with the union to either extend hours or days to meet regulations in the future.
- **OneService Cleaning** - The District has experienced issues with the cleaning service in the past. They have hired new personnel and are working extra hours. We are satisfied with the new staff and the work is being done to specification.
- **Special Education Plan** - The Special Education Plan was emailed to all members prior to meeting for review. Board members reached a positive consensus regarding it's content.
- **Justice Center - Categories** - Board was provided with information explaining the categories Justice Center using in classifying incidents findings.
- **Superintendent Transition Plan** - Reminder to the board and the incoming Superintendent regarding the following items:
 - Windows in building still need to be repaired.
 - Ensure the continuation of annual/seasonal plan to maintain facility.
 - School Calendar must reflect NYSED required 990 hours.
 - Update annual and upcoming district plans as required.
 - TCI Training must be provided to staff every 6 months. Since there are no available training days designated in School Calendar, the district provides training during Regents weeks in January and June.
 - Student training, regarding information about child abuse/neglect is an annual requirement which is given through counselors.
 - Be mindful of all program related items.
- **Did You Know That** -
 - Letter DOJ - District was apprised in a recent letter that in the 203 Voting Rights Act Special Acts do not fall under this category.

PRINCIPAL'S
REPORT

3. None available at this time.

**DIRECTOR'S
REPORT**

4. None available at this time.

CONSENT AGENDA

5. S. Townsend moved, J. Delgado seconded, carried 9-0 to approve the consent agenda.

Minutes

5.1 S. Townsend moved, J. Delgado seconded, carried 9-0 to approve minutes of the Regular Meeting of Monday June 18, 2018.

FINANCIAL MATTERS

5.2

Treasurer's Report

a. S. Townsend moved, J. Delgado seconded, carried 9-0 to approve the Treasurer's Report for the month of June 2018.

Warrants

b. S. Townsend moved, J. Delgado seconded, carried 9-0 to approve the following:

Warrants #46, 47, 48, 49

(Other Financial Reports not available at this time, pending year-end closing)

Budget Transfers

c. S. Townsend moved, J. Delgado seconded, carried 9-0 to approve the following Budget Transfers:

06/30/18

LITTLE FLOWER UFSD

PROPOSED BUDGET TRANSFER SCHEDULE - GF TRANSFERS 2017-18

GENERAL SUPPORT

ACCOUNT	DESCRIPTION	TRANSFER IN	TRANSFER OUT
A1310.49	BOCES - GASB 45/ OPEB	1,100.00	
A1680.49	BOCES - CENTRAL DATA PROCESSING		1,100.00
A1420.40	LEGAL SERVICES - CONTRACTUAL	15,000.00	
A1620.402	O&M - POSTAGE/MAILING	244.00	
A1620.401	O&M - TELEPHONE/INTERNET		244.00
A2110.4503	SUPPLIES - COMPUTER	3,000.00	
A2110.4504	SUPPLIES - TEXTBOOKS/WKBOOKS		3,000.00
A2330.49	BOCES - HOSP/VISION INSTRUCTION	10,000.00	
A2250.16	1:1 AIDE SALARIES		25,000.00
A2815.15	SPEECH INSTRUCTION SALARIES	632.00	
A2110.12	TEACHER INSTR SALARIES		632.00
TOTAL TRANSFER - 6/30/18		29,976.00	29,976.00
NET TRANSFER			0.00

CSE
Recommendations

- 5.3 S. Townsend moved, J. Delgado seconded, carried 9-0 to accept the following recommendations of the committee:

#2207, #10217, #10242, #10261

PERSONNEL

Employees Entering
District – P/T Temporary
(2018-19 Summer
Positions)

- 5.4 S. Townsend moved, J. Delgado seconded, carried 9-0 to approve the following personnel items:

a. Appointments

Summer School Principal – hourly at \$35/hr
Justine Samuelson

Reading Specialist - hourly at \$35/hr
Christine Evola (2-3 days per week)

Speech – hourly at \$35/hr
Lauren Bilello (2 days per week)

Guidance – hourly at \$35/hr
Claudia Ruggiere (3 weeks)

Social Worker – hourly at \$35/hr
Roger Foster

School Psychologist – hourly at \$35/hr
Jessica Frost
Joseph Morris

Teacher (Certified) – hourly at \$35/hr

Denise Allen	Regia DeAlemida
Marie Caporusso	Akkhapol Huse
Shari Casazza	Derek Kendall
Sean Colfer	Emily Umile
Melissa Danowski	Robert Stefan Zawolik

Teacher (Substitute) – hourly at \$29/hr

Josie Bailey	Debra Saunders-Wilson
Omar Corridon	Michelle Smith
Gaye Grandy	

Teaching Assistant – hourly at \$18/hr

Kimberly Brown

Kenyetta Davis

Christine Engelbert

Kristen Kestel

Vito Giammarella

Melissa Glasshagel

Tanesha Lewis

Dean Marshall

Caulette Robinson

Tabbatha Smith

Maureen Vu

Tiffany Wallahora

Barbara Wright

Teacher Aides – hourly at \$15/hr

Michael Ammirati

Vince Berreta

Ashley Caputo

Gail Casano

Heather Cipully

Ruth Collier

Sabrina Doctor

Jessica Freyer

Carla Gitto

Stefany Gomez

Dajhon Hopkins

Colleen Hammil

Krista Kaiser

Darren Kropp

Natasha Laird

Natasha Laird

Pattie Lestrangle

Brian Lopez

Francesca Lupi

Brendan McMahon

Jahnasia Miles

Ceara-Sineade Nolan

Kathryn Peterson

Robert Piecuch

Mikayla Policastro

Roni Schunk

Ashley Seiter

Sara Vaughn

Deja Wilson

Behavioral Support Leader – hourly at \$29/hr

James Mercurio

Gregory Dates

Behavioral Support – hourly at \$24/hr

Sharon Coffey

Kevin Pertillar

Security – hourly at \$24/hr

LaVerne Brown

Dylan Daniels

Paul Maggio

- d. In cases of emergency or significant weather conditions where the Superintendent or his/her designee calls for delayed opening or early dismissal of school, staff who are employed on an hourly basis, and who report to work for the entire modified school day, shall be paid for the hours of a standard school day.

Employees Leaving
Delayed Opening/
Early Dismissal

6.

NEW BUSINESS

- 6.1 R. Fell moved, S. Townsend seconded, carried 9-0 to approve the 2018-19 Board Meeting Calendar.

2018-19 BOE
Meeting Calendar

- 6.2 G. LoGrande moved, S. Townsend seconded, carried 9-0 to approve the Little Flower Children & Family Services Contract for Services for 2018-19 in the amount of \$127,500.

LFCFS Service
Contract

- 6.3 C. Hammons moved, C. Drexel seconded, carried 9-0 to approve the 2018-20 Special Education Plan.

2018-20 Special
Education Plan

7. 4:45 pm J. Delgado moved, N. Hancock seconded, carried 9-0 to go into executive session to discuss personnel matters.

EXECUTIVE SESSION

A. Romeo, H. Dean, K. Nolan left meeting.

4:55 pm J. Delgado moved, N. Hancock seconded, carried 9-0 to end executive session.

A. Romeo, H. Dean, K. Nolan returned to meeting.

NEW BUSINESS

- 6.4 N. Hancock moved, J. Delgado seconded, carried 9-0 to approve the Superintendent Contract with Dr. Harold J. Dean.

Superintendent Contract

- 6.5 R. Fell moved, G. Bixhorn seconded, carried 9-0 to schedule a tentative special meeting for August 13, 2018.

Special Meeting

8. All members welcomed Dr. Dean to his new position as District Superintendent and are looking forward working with him. All members thanked Superintendent Stachowski for her dedicated service to the district and all she has accomplished during her tenure.

Board Forum

9. At 5:02 pm C. Drexel moved, G. Bixhorn seconded, carried 9-0 to adjourn.

Adjournment

Respectfully submitted,



Kathleen A. Nolan
District Clerk

Approved: September 17, 2018