

**MINUTES
DECEMBER 20, 2012**

**HEMPSTEAD PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
DECEMBER 20, 2012
MINUTES**

The special meeting of the Hempstead Public Schools Board of Education was held in the high school board room, 201 President Street, Hempstead, New York 11550. The meeting was called to order at 6:13 P.M. All of the Board Members were present, Trustee Brazley arrived at 6:16 P.M. and Trustee Ray arrived 6:44 P.M. The board convened to executive session at 6:13 P.M. by unanimous vote, moved by Trustee Hobbs and seconded by Trustee Simmons. The regular meeting was held in the high school auditorium immediately following the special portion of the meeting. The President announced that public participation was being waived for the night. All present were invited to a Holiday Celebration with the Board of Education, Superintendent and staff.

BOARD MEMBERS PRESENT:

Betty Cross	President
Waylyn Hobbs, Jr.	1 st Vice President
Shelley Brazley	Treasurer
Brandon V. Ray	Trustee
JoAnn Simmons	Trustee

STAFF MEMBERS PRESENT:

Susan Johnson	Superintendent
Gerard Antione	Assistant Business Manager
Julius Brown	Assistant Superintendent for Personnel
Deborah DeLong	Assistant Superintendent for Pupil Personnel Service
Patricia Wright	District Clerk
Monti Chandler	General Counsel
Michelle Baptiste	General Counsel
Jonathan Scher	Labor Counsel
Scott Kershaw	Labor Counsel

- B. CALL TO ORDER**
- C. PLEDGE OF ALLEGIANCE**
- D. MOMENT OF SILENCE**

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E. SUPERINTENDENT'S REMARKS

F. PRESIDENT'S REMARKS

G. COMMENDATIONS/ PRESENTATIONS

Trustee Ray moved, seconded by Trustee Simmons to reconvene to open session at 7:20 P.M.

MOTION

YES 5

MOTION CARRIED

To reconvene to
open session

Trustee Hobbs moved, seconded by Trustee Brazley to approve the consent Calendar.

H. OTHER AGENDA ITEMS

- a. **RESOLVED**, that the Board of Education approves the minutes of the meetings held October 18, 2012 , November 1,5,12,& 15, 2012 and December 7, 2012 as submitted by the District Clerk.
- b. **RESOLVED**, that the Board of Education approves the 3rd reading and adoption of revisions to policy 8520; Free and Reduced Prices Food Service; 6741 Contracting of Professional Services

2. INTERNSHIPS-NO ACTION

3. BUSINESS & OPERATIONS

WARRANTS:

- a. **Recommends** that the Board review the **Register of Bills** as follows:
General Funds (Warrants #32, 33, 30); **Cafeteria/Lunch** (Warrant #5); **Capital Fund** (Warrant #11) and **Federal** (Warrants #12, 11).

TREASURER'S REPORT

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- b. **RESOLVED**, that the Board of Education approve the Superintendent's recommendation to accept the **Extra Classroom Activity Fund Report for the period October 1, 2012 to October 31, 2012.**
- c. **RESOLVED**, that the Board of Education approve the Superintendent's recommendation to accept the **Treasurer's Report for the period October 1, 2012 to October 31, 2012.**

APPROPRIATION STATUS REPORT

- d. **RESOLVED**, that the Board of Education approve the Superintendent's recommendation to receive the **Appropriation Status Reports for the General Fund, Lunch Fund, Federal Fund and Capital Fund.**

BUDGET TRANSFERS

- e. **RESOLVED**, that the Board of Education approve the Superintendent's recommendation to approve Budget Transfers of \$5,000 and over. None this month.

DONATION

- f. **RESOLVED**, that the Board of Education approve the Superintendent's recommendation to accept a donation of 140 reams of legal paper from the law firm of Paster McTilker & Ziegler of Garden City. In accordance with Policy #1800 in regard to "Gifts From the Public" we have satisfied all requirements for this procurement. The paper will be sent to the Print Shop in the High School to be utilized by all buildings.

ACCEPTANCE OF AUDIT REPORT

- g. **RESOLVED**, that the Audit Committee accepted the Hempstead Public Schools Audit Report presented by the district's external auditors, Nawrocki Smith LLP on October 10, 2012; and

WHEREAS, the Hempstead Union Free School District is required to send a copy of the Independent Audit Report, Single Audit and Corrective Action Plan to The New York State Education Department, to The New York State Office of the State Comptroller, Division of Municipal Affairs, and to the National Clearance House for Single Audit Reports, Bureau of Census; now, therefore;

BE IT RESOLVED, that the Hempstead Union Free School District Board of Education accepts the Financial Statements, Related Audit Report and

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Corrective Action Plan for the year ending June 30, 2012 which have been transmitted to the aforementioned agencies as required.

4. PUBLIC PARTICIPATION- 2 MINUTES EACH

5. CONTRACTS / STIPULATIONS OF SETTLEMENTS

- a. **RESOLVED**, that the Board of Education approves a stipulation of settlement between the district and Russell Cohen in the amount of \$15,000 dated September 27, 2012.

6. CURRICULUM & INSTRUCTION-NO ACTION

7. FUNDED PROGRAM –NO ACTION

8. PPS–NO ACTION

9. USE OF FACILITIES

*** All approvals are conditional based on the needs of the Hempstead School District. If the space requested by an outside group is needed by Hempstead students, the outside group will be cancelled.**

- 1. The group agrees to pay the specified fee, which is based on the “Fee Schedule” in Board of Education Policy.

Name	For Use Of	Date(s)
PULLED Fresh Start Recovery Residence, Inc. Contact: Leslie Jones (516) 712-4797	Auditorium for a Concert PULLED	Day: Saturday Date: May 11, 2013 Time: 3pm to 10pm Cost: \$ 3,410.00 Insurance: Pending upon approval Principal Review: Approved

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2. The group **requests a waiver** of the specified fee, which is based on the “Fee Schedule” in Board of Education Policy.

Name	For Use Of	Date(s)
Economic Opportunity Commission of Nassau County, Inc. Satellite- Hempstead Community Action Program Contact: Mateo Flores (516) 486-2800	Barack Obama Gym	Day: Tuesday to Thursday Except for PTA who needs to use the gym for their monthly meeting Date: January 2, 2013 to April 6, 2013 Time: 5pm to 9pm Cost: \$ 6,125.00 Insurance: On file Principal Review: Approved

10. **TRANSPORTATION-NO ACTION**

11. **TECHNOLOGY -NO ACTION**

12. **PERSONNEL (see attached pages #1-11)**

13. **MISCELLANEOUS**

a. **WHEREAS**, the Hempstead High School Music department is seeking permission to host the New York State School Music Association (NYSSMA) solo festival for zone 13 on April 30th and May 1, 2013 from 4:00 p.m. – 9:00 p.m..

WHEREAS, the High School Music Department is seeking permission to utilize the high school as the host site and will need to have approximately 25-30 “A” building classrooms for the various student soloists. In addition, the Media Center, Cafeteria, Teacher’s Lounge and possibly the auditorium will need to be available. The assistance of the high school principals , custodians, security, and music department as well as possibly 90 high school student volunteers will be necessary to make this event a success.

BE IT RESOLVED that the Board of Education approves the Superintendent’s recommendation to allow the Hempstead High School Music department to host the New York State School Music Association (NYSSMA) solo festival for zone 13 on April 30th and May 1, 2013 from 4:00 p.m. – 9:00 p.m. Approximately 2000

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students from West Hempstead, Garden City, Chaminade High School, Mineola, Carle Place, Sacred Heart Academy and St. Joseph's School will be participating. All pertinent information is on file.

HEMPSTEAD PUBLIC SCHOOLS

BOARD OF EDUCATION

December 20, 2012

K. PERSONNEL

I. PROFESSIONAL PERSONNEL

- A. RESIGNATION for RETIREMENT – RESOLVED, that the Board of Education approves the Superintendent's recommendation to ACCEPT the resignation(s) for RETIREMENT purposes of the following professional personnel:**

<u>Name</u>	<u>Position</u>	<u>Reason</u>
NO ACTION		

- B. RESIGNATION(S) – RESOLVED, that the Board of Education approves the Superintendent's recommendation to ACCEPT the RESIGNATION of the following Professional Personnel:**

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Willis Perry Effective 02/01/13	Assistant Principal - MS	Letter of resignation received (accepted a principal position in another district)

- C. RESOLVED, that the Board of Education approves the Superintendent's recommendation to ACCEPT the RESIGNATION of Gerard Antoine from the tenure position of Assistant Business Manager effective November 13, 2012, if and only if, the Board of Education approves the Superintendent's recommendation to appoint Gerard Antoine to a probationary position as Assistant Superintendent for Business effective November 13, 2012.**

- D. RESOLVED, that the Board of Education approves the Superintendent's recommendation to ACCEPT the RESIGNATION of Julius Brown from the position of Assistant Superintendent for Personnel effective January 1, 2013, if and only if, the Board of Education approves the Superintendent's**

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recommendation to appoint Julius Brown to a probationary position as Deputy Superintendent effective January 1, 2013.

- E. TERMINATION(S) – RESOLVED, that the Board of Education approves the Superintendent’s recommendation to TERMINATE the following professional personnel due to excessing, effective June 30, 2012:**

<u>Name</u>	<u>Position</u>	<u>Reason</u>
NO ACTION		

- F. LEAVE(S) OF ABSENCE – RESOLVED, that the Board of Education approves the Superintendent’s recommendation to APPROVE LEAVE(S) OF ABSENCE REQUEST for the following Professional Personnel:**

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Juanita Anderson Eff. 11/14/12 thru 06/21/13	Social Studies Teacher - HS	Letter requesting medical sabbatical @ half pay (medical documentation on file)
Linda M. Lopez Eff. 01/09/13 thru 02/15/13	Physical Education Teacher - HS	Letter requesting maternity leave of absence utilizing 27 accumulated sick days (medical documentation on file)
Randi Gelband Eff. 12/10/12 thru 01/31/13	Elementary Teacher – FR	Letter requesting medical leave of absence @ half pay (medical documentation on file)
Zephaniah Powell Eff. 10/26/12 thru 02/22/13	English Teacher - HS	Letter requesting medical leave of absence @ half pay (medical documentation on file)

- E. APPOINTMENT(S) – RESOLVED, that the Board of Education approves the Superintendent’s recommendation to APPROVE the following personnel actions as follows:**

- 1. RELOLVED, that the Board of Education APPROVES the Superintendent’s recommendation to APPOINT the following professional personnel:**

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<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Julius Brown Eff: 01/01/13 3 yr. prob. 12/31/16	Deputy Superintendent	\$195,00 per annum, prorated
Rodney Gilmore, Ed.D. Eff: 01/02/13	Interim Assistant Superintendent for Personnel	\$175,000 per annum, prorated

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Gerard Antoine Eff: 11/13/12 3 yr. prob. 11/12/15	Assistant Superintendent for Business	\$150,000 per annum, prorated
Regina Armstrong Eff: 01/02/13	Interim Assistant Superintendent for Curriculum & Instruction Elementary	\$167,000 per annum, prorated
Carol Eason Eff: 1/2/13 through 7/9/13	Interim Elementary Principal – Jackson Main	\$125,140 Level 3, Step 7
Miriam Ortiz Eff: 1/2/13 through 7/9/13	Interim Assistant Principal - Franklin	\$124,149 Level 3, Step 16 red-circled
Johnetta Hill, Ph.D. Eff: 1/2/13 through 7/9/13	Interim Principal – Senior Academy	\$158,334 Level 1, Step 7

2. RESOLVED, that the Board of Education APPROVES the Superintendent’s recommendation to APPOINT the following professional personnel as follows for the 2012/2013 school year:

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Olga DeJongh	Translator - District	\$ 40.54 per hour
Beatriz Ortiz	Translator - District	40.54 per hour
Miriam Ortiz	Translator - District	40.54 per hour
Nancy Arce	Translator - District	40.54 per hour
Joelle Day	Translator - District	40.54 per hour
Irasema Siri	Translator - District	Contractual Hourly Rate

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Judy Trujillo	Dance Club Advisor - FU	843.00 stipend
Stacey Eason	Student Council Advisor - FU	843.00 Stipend
Dahiana Hernandez	Sophomore Class Advisor - HS	1,605.00 Stipend
Juan Rincon	Home Tutor	40.54 per hour

3. RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to AMEND the dates of Fulton School's Academic Prep Program ; from: Effective November 13, 2012 through March 31, 2013; to: Effective November 27, 2012 through April 12, 2013 due to Hurricane Sandy.

4. RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to APPOINT the following professional personnel (additional staffing) as follows for Fulton School's Academic Prep Program, effective November 27, 2012 through April 12, 2013; (Tuesdays & Thursdays; not to exceed 4 hours per week):

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Linda St. John	Teacher	\$ 40.54 per hour
Terry Higgs	Teacher	40.54 per hour
Claudia Vaca	Substitute Teacher	40.54 per hour
Ethel George	Substitute Teacher	40.54 per hour
Pascale Salvadon	Teaching Assistant	23.99 per hour

5. RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to APPOINT the following professional personnel (additional staffing) as follows for Franklin School's SMART Program (Academic Prep), effective November 8, 2012 thru March 31, 2013 (three (3)make-up sessions April 2, 4, 9, 2013); Tuesdays & Thursdays - (not to exceed 2 hours per week)

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Sonja Taylor	Teaching Assistant	\$23.99 per hour
Ezra Atkinson	Security Aide	Contractual Hourly Rate
Rajnarine Bhagwandin	Security Aide - Substitute	Contractual Hourly Rate

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- 6. RESOLVED**, that the Board of Education APPROVES the Superintendent's recommendation to APPOINT the following professional personnel as follows for the 2012/2013 school year:

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Eric Sacher Eff. 11/13/12 - 03/17/13	Programmer - HS Winter Season	\$1,933.00
Sandra Ashby Eff. 1/2/13-6/30/13	Leadership Consultant	\$650.00/day (not to exceed 40 days)
Jean Bligen Eff. 1/2/13-6/30/13	Leadership Consultant	\$650.00/day (not to exceed 40 days)

- 7. RESOLVED**, that the Board of Education APPROVES the Superintendent's recommendation to APPOINT the following professional personnel as follows to the Comprehensive Education PlanTeams as follows: (Grant funded; not to exceed 12 hours per person, effective 12/12 through 02/13:

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Regina Armstrong	Administrator - FU	\$94.39 per hour
LaVern Lariosa	Teacher - FU	40.54 per hour
Elyse Amos	Teacher - FU	40.54 per hour
Keesha Keller	Teacher - FU	40.54 per hour
Stephanie Lockhart- Turner	Teacher - FU	40.54 per hour
Lisa Dunn	Alternate Teacher - FU	40.54 per hour
Rodney Gilmore, Ed.D.	Administrator - JM	94.39 per hour

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Dyanne Case	Teacher - JM	40.54 per hour
Robin Levey	Teacher - JM	40.54 per hour
Steven Izzo	Teacher - JM	40.54 per hour
Cynthia Moore-Drayton	Teacher - JM	40.54 per hour
Hank Williams	Administrator - MS	94.39 per hour
Rowena Costa	Administrator - MS	94.39 per hour
Delva King	Teacher - MS	40.54 per hour
Beverly Robinson	Teacher - MS	40.54 per hour
Marion Hutchinson, Ph.D.	Teacher - MS	40.54 per hour
Warren Knecht	Teacher - MS	40.54 per hour
Joseph Merolle	Teacher - MS	40.54 per hour
April Keys	Parent - MS	Volunteer
Helisse Palmore	Administrator - BO	94.39 per hour
Evelyn Gallagher	Teacher - BO	40.54 per hour
Stacey Lagnese	Teacher - BO	40.54 per hour
Kimberly Hale	Teacher - BO	40.54 per hour
Vicki McMillan	Teacher - BO	40.54 per hour
Chantel Dixon	Parent - BO	Volunteer
Sheena Burke	Administrator - JA	94.39 per hour
Debbie Gray	Teacher - JA	40.54 per hour
Alexis Jovel	Teacher - JA	40.54 per hour
Rachel Pauta	Teacher - JA	40.54 per hour

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Jonie Watts	Teacher - JA	40.54 per hour
Cheryl Scheidet	Administrator - FR	94.39 per hour
Heather Huston	Teacher - FR	40.54 per hour
Diane Green	Teacher - FR	40.54 per hour
Christopher Berry	Teacher - FR	40.54 per hour
Beatriz Ortiz	Teacher - FR	40.54 per hour

7. RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to APPOINT the following professional personnel as follows for the Business and Law Academy's AIS After School Program, effective January 2, 2013 through June 21, 2013 (Mondays & Wednesdays or Tuesdays, Thursdays and Saturdays; not to exceed 7 hours per week):

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
James Thomas	Administrator - (Mon/Tu/Wed/Sat; not to exceed 9 hours per week)	\$94.39 per hour
Waju Akiwowo	ELA Teacher (Tu/Th)	40.54 per hour
Stacy Cotton	Global 2 Teacher (Tu/Th)	40.54 per hour
Darryl Burgess	Global 1 Teacher (Tu/Th/Sat)	40.54 per hour
Phyllis Taylor	US History Teacher (Tu/Th/Sat)	40.54 per hour
Darnell Degraff	Chemistry Teacher (Tu/Th)	40.54 per hour
Bruce McCurty	Living Environment Teacher (Tu/Th)	40.54 per hour
Terrence Chapman	Intergrated Geometry Teacher (Mon/Wed)	40.54 per hour

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Cynthia King	Integrated Algebra Teacher (Tu/Th/Sat)	40.54 per hour
Pamela Furline, Ph.D.	Nova Net Teacher (Sat)	40.54 per hour
Patricia Ortmann	Nova Net Teacher - Alt (Sat)	40.54 per hour

- 8. RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to CORRECT the action (E8) of the November 15, 2012 as follows: Music & Art Academy – HS, effective December 4, 2012 through April 30, 2013; (Tuesdays, Thursday and Saturdays; not to exceed 5 hours per week): (Correction of the November 15, 2012 (Action E8) docket)**

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
David Evans	Administrator (Tu, Th, Sat)	\$94.39 per hour
Hillary Light- Fuhrman	English (Tu, Th)	40.54 per hour
Venessa Stephen	Mathematics (Tu, Th, Sat)	40.54 per hour
Tamara Darien	Science (Tu,Th)	40.54 per hour
Craig Hanan	Social Studies (Tu, Th, Sat)	40.54 per hour
Beatriz Caban	ESL (Tu, Th, Sat)	40.54 per hour
Ann Elcock	Special Education (Tu, Th,)	40.54 per hour
Jason Noone	Nova Net (Sat.)	40.54 per hour

- 9. RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to APPOINT the following professional personnel as follows for the High School Senior Academy's AIS After-School Program, effective January 2, 2013 through June 8, 2013 (Tuesdays, Thursdays and Saturdays ;not to exceed 5hours per week):**

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
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Johnetta Hill, Ph. D.	Administrator	\$94.39 per hour
Olga Young	Administrator	94.39 per hour
Carmen Zubieta	Social Studies Teacher	40.54 per hour
Joelle Day	ESL Teacher	40.54 per hour
Kathryn Travers	ELA Teacher	40.54 per hour
Emmanuel Ogogo, Ph. D.	Science Teacher	40.54 per hour

- 10. RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to APPOINT the following professional personnel as follows for the Middle School's Saturday Academy Prep Program, effective January 5, 2013 through April 18, 2013 (Saturdays; not to exceed 3 hours per week):**

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Henry Williams	Administrator (Alternating)	\$94.39 per hour
Rowena Costa	Administrator (Alternating)	94.39 per hour
Rachel Blunt	Administrator (Alternating)	94.39 per hour
Kelvin Ortiz	Administrator (Alternating)	94.39 per hour
Rozella Fibleuil	Teacher	40.54 per hour
Patricia Williams	Teacher	40.54 per hour
Karin Rosebrock	Teacher	40.54 per hour
Marqueitta Tuitt	Teaching Assistant	23.99 per hour
Tiketa General	Teaching Assistant	23.99 per hour

- 11. RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to APPOINT the following professional personnel as per diem substitute teachers for the 2012/2013 school year:**

<u>Name</u>	<u>Certification</u>	<u>Compensation</u>
Paige A. Adams	Social Studies	All year-unlimited \$125.00 per day
Lisa Boone	Uncertified	40 Days Only \$100.00 per day
Nicole Drake	Uncertified to Certified Physical Education	All year-unlimited \$125.00 per day

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Craig DePass	Elementary 1-6 Reading Students w/ Disabilities B- 2	All year-unlimited \$125.00 per day
Gladys Estime	Elementary	All year-unlimited \$125.00 per day
Darlene Johnson	Guidance	All year-unlimited \$125.00 per day
Elyssa Mayer	School Psychologist Provisional	All year-unlimited \$125.00 per day
Jesus Morales	ESL, Generalist 1-6, Bilingual	All year-unlimited \$125.00 per day
Bernard O. Williams	Uncertified	40 Days Only \$100.00 per day

F. RECALL(S) – RESOLVED, that the Board of Education approves the Superintendent’s recommendation to RECALL the following excessed professional personnel from the Preferred Eligibility List:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
NO ACTION		

G. TENURE – RESOLVED, that the Board of Education approves the Superintendent’s recommendation to EXTEND the probationary period of the following professional personnel pursuant to the stipulation of agreement between the employee and the District:

<u>Name</u>	<u>Hire Date</u>	<u>Tenure Area</u>	<u>Original Tenure Date</u>	<u>New Tenure Date</u>
NO ACTION				

2. APPROVE the Superintendent’s recommendation to grant tenure to the following professional personnel pursuant to New York State Education Law §3012:

<u>Name</u>	<u>Hire Date</u>	<u>Tenure Area</u>	<u>Tenure Date</u>
NO ACTION			

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2. CIVIL SERVICE PERSONNEL

A. RESIGNATION(S) – RESOLVED that the Board of Education approves the Superintendent’s recommendation to accept the RESIGNATION of the following Civil Service Personnel:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Kevin Bishop Eff. 9/10/12	Security Aide PT	Letter of resignation for personal reasons

B. RETIREMENT(S) – RESOLVED, that the Board of Education approves the Superintendent’s recommendation to accept the RESIGNATION for RETIREMENT purposes of the following Civil Service Personnel:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
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C. TERMINATION(S) – RESOLVED, that the Board of Education approves the Superintendent’s recommendation to terminate the following civil service Personnel:

<u>Name</u>	<u>Civil Service Title</u>
Artrailyes Carter 12/21/12	Security Aide PT

D. LEAVE(S) OF ABSENCE – RESOLVED, that the Board of Education approves the Superintendent’s recommendation to GRANT LEAVE OF ABSENCE REQUEST for the following Civil Service Personnel:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Lonnie Duffy Eff. 01/04/13 thru May 13, 2013	Cleaner – MA	Letter requesting sick leave @ half pay received (medical documentation on file)
Derrick Dames Eff. 12/21/12 thru April 26, 2013	Cleaner - FR	Letter requesting extension of sick leave @ half pay received (medical documentation on file)

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E. APPOINTMENT(S) – RESOLVED, that the Board of Education approves the Superintendent’s recommendation to APPROVE the following civil service Personnel as follows:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Count Edwards 12/17/12	Head Custodian I Gr. 4, St. 13, \$54,406 No change in salary	Reclassify from Custodian. Appointed from Civil Service Eligible List.
Paulette Dossous Eff. 1/2/13	Registered Prof. School Nurse – 10 mths Lv. 8, St. 5, \$38,574 (prorated)	Replacing M. Wisniewski who retired
Radiah Simmons Eff. 1/2/13	Community Aide District, Lv. 11, St. 1 \$23,947 (prorated)	To meet the needs of the district
Tina Lake Eff. 1/2/13 – 6/30/13	Special Assignment to District Parent Liaison Community Aide on Special assignment \$50,000 (prorated)	To meet the needs of the district

F. RECALL(S) – RESOLVED, that the Board of Education approves the Superintendent’s recommendation to RECALL the following excessed civil service personnel from the Preferred Eligibility List:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Ann-Marie Lindsay Eff. 1/2/13	Sr. Typist Clerk Lv. 2, St. 7, \$37,902 (prorated)	Replacing A. Marsico

G. RESOLVED, that the Board of Education approves the Superintendent’s recommendation to RESCIND the following RECALL:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Michelle Bey Eff. 12/3/12	Bil. Community Aide	Declined position

8520 FREE AND REDUCED PRICE FOOD SERVICES

The Board of Education recognizes that the nutrition of district students is an important factor in their educational progress. The Board therefore shall participate in federally funded school lunch programs, and shall provide free or reduced price food services to qualified district students.

1. Eligibility Determination

Each Building Principal shall make final determinations as to which children in attendance at his/her school are eligible to receive such services.

2. Standards of Eligibility

Any child who is a member of a family unit whose income is below the New York State Minimum Scale for family units of the same number shall be eligible to receive such services.

3. Application Procedures

a. Application forms will be available in the main office of each school building. *And district website.*

b. Completed forms must be submitted to the Building Principal of the school which the student attends prior to any determination of eligibility.

c. The adult responsible for the child will be informed of the Principals determination within one week of receiving a properly completed application.

4. Provision for Anonymity

Upon approval of the application for free food services, the Building Principal or school nurse-teacher will introduce the recipient to the cashier, who will visually acknowledge the student thereafter. All reasonable effort will be extended in protecting the anonymity of the student in accordance with federal regulations governing such programs.

5. Provision for Appeal

Upon written request, the Business Manager will hear appeals of determinations regarding such services in compliance with federal regulations governing the National School Lunch Program.

Cross-ref:

8500, Food Service Management

Ref:

National School Lunch Act of 1946, as amended (42 USC 1751-1760)

Child Nutrition Act of 1966, Public Law 89-642, 80 Stat. 885, as amended

Adoption date: July 11, 2001

6741 CONTRACTING FOR PROFESSIONAL SERVICES

The Board of Education will make certain that professional services are secured in a manner that protects the integrity of the process, ensures the prudent use of taxpayer dollars and provides a high quality standard of service, in accordance with law and regulation. Professional services are defined as services requiring special skill and/or training, such as legal services, medical services, auditing services, property appraisals or insurance.

Purchasing professional services does not require competitive bidding. The Board directs the Superintendent to take measures to ensure that a highly qualified professional is secured through the prudent and economical use of public money, which may include:

1. reviewing trade journals;
2. checking professional listings; and/or
3. inquiring of other districts or other appropriate sources.

The designated district staff will prepare a comprehensive written request for proposals (RFP), which will contain critical details of the services sought. The RFP will specify that the proposal include the structure of the relationship between the district and the provider, including, if applicable, the terms of the retainer, the hourly fees and other associated costs.

In reviewing the RFPs, the district will consider, at a minimum, the following factors:

1. the suitability of the individual/firm for the districts needs;
2. the special knowledge or expertise of the individual/firm;
3. the credentials and applicable certifications of the individual/firm;
4. the quality of the service provided by the individual/firm;
5. cost;
6. the staffing available from the firm or the time available from the individual;

The district will periodically, but not less frequently than every three years, issue professional service RFPs and may conduct interviews as part of the RFP process. The written proposals submitted by applicants shall be maintained for at least six years. The ~~Superintendent~~, **Board of Education** after a thorough review of the proposals, in consultation with the human resource administrator will recommend the professional service provider best suited to the district. ~~to the Board of Education for its approval.~~

Regardless of when during the year the professional service provider was engaged by the Board, at the annual organizational meeting the Board will appoint the attorney, physician, external auditor, or other professional, as applicable. Professional service providers selected and appointed in this manner will not be considered employees of the district.

The Superintendent is charged with developing administrative procedures to implement this policy.

Cross-Ref:

2210, Board Annual Organizational Meeting

9500, Compensation and Benefits

Ref:

General Municipal Law § 104-b

2 NYCRR §§ 315.2, 315.3

Trane Co. v Broome County, 76 A.D.2d 1015

Appeal of Lombardo, 38 Educ. Dept. Rep. 730

Opn. St. Comp. 92-33

Adoption date: July 15, 2008

HEMPSTEAD UNION FREE SCHOOL DISTRICT
