

**MINUTES  
SEPTEMBER 17, 2015**

**HEMPSTEAD PUBLIC SCHOOLS  
BOARD OF EDUCATION  
SEPTEMBER 17, 2015  
MINUTES**

The regular meeting of the Hempstead Public Schools Board of Education was held in the high school auditorium, 201 President Street, Hempstead, New York 11550. The meeting was called to order at 7:07 P.M. All of the Board Members were present. There were presentations from each department in the district. The presentations were Elementary Curriculum and Instruction, Ms. Regina Armstrong, Secondary Curriculum and Instruction, Mr. James Clark, the high school principal, Dr. Stephen Strachan, the A.B.G.S. middle school principal, Mr. Noel Rios, research, evaluation and testing by Mrs. Renee Hamilton, the coordinator for students services, Mrs. Djuana Wilson, the high school annex by Mr. Hank Williams, the bilingual, ESL and LOTE by Mrs. Janet Lovette, the enrollment ombudsman, Mr. Robert Rodriguez, technology, Mr. Daniel Espina, security, Mr. Andrew Hardwick, funded programs by the Superintendent of Schools, Ms. Susan Johnson and the Rhodes School renovation committee by Ms. Shelley Brazley and Victoria Culbreath. All presentations were complete at approximately 8:57 P.M. The Board reviewed the agenda after the presentations were complete. Public participation was entertained, all concerns were addressed by the Board, Superintendent and staff.

**BOARD MEMBERS PRESENT:**

LaMont E. Johnson	President
Maribel Touré	Vice President
JoAnn Simmons	Trustee
Ricky A. Cooke, Sr.	Trustee
Gwendolyn Jackson	Trustee

**STAFF MEMBERS PRESENT:**

Susan Johnson	Superintendent of Schools
Gerard Antione	Assistant Superintendent for Business & Operations
Dr. Rodney Gilmore	Associate Superintendent for Human Resources
Regina Armstrong	Assistant Superintendent for Elementary C & I
James Clark	Associate Superintendent for Secondary Education
Renee Hamilton	Executive Director for Testing, Research & Evaluation
Daniel Espina	Executive Director of Technology & MIS
Patricia Wright	District Clerk
John Sheahan	General Counsel
Christopher Mestecky	General Counsel
Christopher Shishko	General Counsel
Johnathan Scher	Labor Counsel & Scott Kershaw, Labor Counsel

- Trustee Simmons moved, seconded by Trustee Cooke to approve the consent calendar with the exception of the executive session items.**

To approve the consent calendar

a. **RESOLVED**, that the Board of Education approves the minutes of the meetings held August 3 & 20, 2015 as submitted by the District Clerk.

c. **RESOLVED**, that the district allow **mileage reimbursement** in accordance with the rates established by the IRS for the 2015-2016 fiscal year and Education Law §2118. Effective July 1, 2015 the rate has been set at 57.5 cents per mile. This resolution is a correction to the meeting of the July 7, 2015.

**WARRANTS**

**Warrants pulled will be on October meeting**

- a. **RECOMMENDS** that the Board of Education review the **Register of Bills** as follows: **General Funds** (Warrants #10, 9, 7, 6, 5); **Cafeteria/Lunch** (Warrant: #3, 2,); and **Federal** (Warrants #5, 4, 2).

**TREASURER'S REPORT**

- b. **RESOLVED**, that the Board of Education approve the Superintendent's recommendation to accept the **Treasurer's Reports for the period November 1, 2014 to July 31, 2015.**

**APPROPRIATION STATUS REPORT**

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

**BUDGET TRANSFERS**

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

**SEQRA – CONSULTING SERVICES**

**SEQA Consulting Services PULLED**

- f. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to accept the proposal from **KGO CONSULTING, INC.** for the Rhodes School Project.

**TRAFFIC STUDY – CONSULTING SERVICES**

**Traffic Study Consulting Services PULLED**

- g. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to accept the proposal from **RMS ENGINEERING** for the Rhodes School Project.

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- h. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to accept the budget calendar for the 2016-2017 school year, some of the dates are subject to change. (Attached)

**3. CURRICULUM & INSTRUCTION-NO ACTION**

**4. INTERNSHIPS – NO ACTION**

**5. FUNDED PROGRAMS-NO ACTION**

**6. SPECIAL EDUCATION-NO ACTION**

- a. **RESOLVED**, that the Board of Education **APPROVED** the Superintendent's recommendation to accept the recommendations of the CSE/CPSE meetings held on:

**JULY 2015**

**7/28; 7/30;**

**AUGUST 2015**

**8/3; 8/5; 8/7; 8/11; 8/31;**

**SEPTEMBER 2015**

**9/2; 9/3**

**7. 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.

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NAME	FOR USE OF	DATE(S)

**\*\*\*\*DA Youth Development Program approved conditional pending proof of documentation and Principal approval**

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)
<b>COTA</b> District Attorney Youth Development Program  <b>Contact:</b> Dana Boylan (516) 743-0469	Middle School Upper Gym for After School Basketball Program	<b>Day:</b> Every Wednesday  <b>Date:</b> September 30, 2015 to June 22, 2016  <b>Time:</b> 3:30 p.m. to 5 p.m.  <b>Cost:</b> \$ 5,775.00  <b>Insurance: Pending</b> <b>Principal Approval: Pending</b>
Economic Opportunity Commission Of Nassau County, Inc. (Satellite: Hempstead Community Action Program, Inc.)  <b>Contact:</b> Sergio Valencia (516) 486-2800	Middle School Outdoor Soccer Field for Soccer Program	<b>Day:</b> Every Sunday  <b>Date:</b> September 20, 2015 to November 29, 2015  <b>Time:</b> 12 p.m. to 4 p.m.  <b>Cost:</b> \$ 1,925.00  <b>Insurance: On file</b> <b>Principal Approval: Pending</b>

8. **TECHNOLOGY -NO ACTION**

9. **PERSONNEL (see attached)**

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**10. MISCELLANEOUS – TRIPS – NO ACTION**

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

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Jillian DiPalma Eff. 09/28/15	ESL Teacher – Prospect School	Letter of resignation received for personal reasons
Allison Hernandez Eff. 09/28/15	Assistant Superintendent for Special Education	Letter of resignation received for personal reasons
Jodi Abelson Eff. 08/27/15	Kindergarten Teacher Prospect School	Letter of resignation received for personal reasons
Anne Oyelana Eff. 08/31/15	Teaching Assistant - Barack Obama	Letter of resignation received for personal reasons
Robert Hickey 09/30/15	Assistant Principal High School	Letter of resignation received for retirement purposes
Anthony Coppola Eff. 10/01/15	Speech Teacher Front School	Letter of resignation received for retirement purposes

**B. TERMINATION(S) – RESOLVED, that the Board of Education approves the Superintendent's recommendation to TERMINATE the following professional personnel:-NONE**

<u>Name</u>	<u>Position</u>	<u>Reason</u>
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**C. LEAVE(S) OF ABSENCE - RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPROVE the following LEAVE(S) OF ABSENCE REQUEST(S) for the following professional personnel:**

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<u>Name</u>	<u>Position</u>	<u>Reason</u>
Shannon Gregg Eff. 08/30/15 – 6/30/16	Elementary Teacher Middle School	Letter requesting a Medical Sabbatical/FMLA at half pay (1/2) pay for the 2015-2016 School year. (Medical documentation on file; Letter received 9/1/15 in the Personnel Office)(Prior leaves; Medical Sabbatical, full pay eff. 3/11/15-6/30/15; Sick LOA ½ pay eff. 9/9/13 – 11/11/13)
DeShaun Lewter Eff. 9/16/15 – 10/30/15	Elementary Teacher Franklin School	Letter requesting Medical Leave/FMLA, utilizing accrued sick time. (Medical documentation on file; Letter received in Personnel Office on 08/28/15).
Shanita Trice Eff. 10/5/15 – 11/20/15	Teaching Assistant Prospect School	Letter requesting Maternity Leave/FMLA utilizing five (5) sick days eff. 10/5/15 – 10/9/15; remainder without pay. (Medical documentation on file; Letter received on 08/19/15 in Personnel Office)
Christopher Ruvolo Eff. 09/25/15 – 11/06/15	Math Teacher - Middle School	Letter requesting Paternity Leave /FMLA utilizing accrued sick time (Medical documentation on file; Letter received on 08/31/15 in Personnel Office)
Shem Ishmael Eff. 09/16/15 – 06/30/16	Teaching Assistant Jackson Main	Letter requesting a Personal Leave of Absence without pay.

**D. RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following professional personnel: (In order to be eligible for tenure, an individual receiving a probationary appointment as a classroom teacher or building principal must receive an annual composite or overall APPR rating of Highly Effective or Effective in at least three of the four preceding years, and if the individual receives a rating of I in the final year of the probationary period, he or she will not be eligible for tenure at that time)**

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<u>Name</u>	<u>Position</u>	<u>Compensation</u>
JoAnn Silva-Cruz Eff. 09/21/15 –Until teacher returns	Elementary Teacher - Franklin School (Leave replacement for R. Cohen)	\$59,010 (Lv. 5, St. 1, prorated)
Ana Baez-Crosswell Eff. 09/21/15 – 06/30/16	Adult Education Instructor (Assessment & Advisement) Adult Education – Middle School	\$76,280 (Lv. 5, St. 8, prorated) (Grant funded)
Kristen Wilson Eff. 09/28/15 (4-year Probationary period – 09/27/19)	Kindergarten Teacher - Prospect School (Replacing J. Abelson, resigned)	\$61,483 (Lv.5, St. 2, prorated)
Lysa Lopater Eff. 09/21/15 (4-year Probationary period – 09/20/19)	Science Teacher - Middle School (Replacing N. McDonald, resigned)	\$71,348 (Lv.7, St. 4, prorated)
Elizabeth Cruz Eff. 10/19/15 (4-year Probationary Period – 10/18/19)	Special Education Teacher - Front School/Jackson Annex (Replacing V. Hines, retired)	\$63,937 (Lv. 5, St. 3, prorated)

**E. RECALL(S) – RESOLVED, that the Board of Education approves the Superintendent's recommendation to RECALL the following Professional Personnel, effective September 21, 2015:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Regina Conte-Perretti	Speech Teacher (Replacing A. Coppola, retired)	\$66,411 (Lv. 5, St. 4, prorated)
Lorna Strachan	Teaching Assistant (Replacing Y. McNeil, retired)	\$30,063 (Cl. 4, St. 4, prorated) (Grant funded)
Ramona Mayo	Teaching Assistant (Replacing S. Hall-Russell, terminated)	\$28,272 (Cl. 4, St. 2, prorated) (Grant funded)



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Kamilah Priestley	Teaching Assistant (Replacing E. Harris, terminated)	\$28,272 (Cl. 4, St. 2, prorated) (Grant funded)
Rachel Miller	Teaching Assistant (Replacing J. Moore, deceased)	\$28,272 (Cl. 4, St. 2, prorated) (Grant funded)
Maria Luperon	Teaching Assistant (Replacing D. Bright, retired)	\$22,661 (Cl. 1, St. 2, prorated) (Grant funded)
Jennifer Hernandez	Teaching Assistant (Replacing T. Robinson, LOA)	\$28,272 (Cl. 4, St. 2, prorated) (Grant funded)
Rohan Stewart	Teaching Assistant (Replacing A. Oyelena, resigned)	\$22,661 (Cl. 1, St. 2, prorated) (Grant funded)
Ricky Ramotar	Teaching Assistant	\$28,272 (Cl. 4, St. 2, prorated) (Grant funded)
Julieta Martinez	Teaching Assistant	\$28,272 (Cl. 4, St. 2, prorated) (Grant funded)
Takera Blyther	Teaching Assistant	\$28,272 (Cl. 4, St. 2, prorated) (Special Education)
Meredith Easter	Teaching Assistant	\$30,956 (Cl. 4, St. 5, prorated) (Special Education)
Tiara Adams	Teaching Assistant	\$29,164 (Cl. 4, St. 3, prorated) (Special Education)
Tayo Atoki	Teaching Assistant	\$28,272 (Cl. 4, St. 2, prorated) (Special Education)
Yessenia Calles	Teaching Assistant	\$28,272 (Cl. 4, St. 2, prorated) (Special Education)

**F. RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following personnel as CLUB ADVISORS for the 2015-2016 school year:**

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**BARACK OBAMA**

<b><u>Name</u></b>	<b><u>Club</u></b>	<b><u>Compensation</u></b>
Kaitlin Kelly	Student Government	\$900.00
Rosetta Langlois	School Newspaper	\$900.00
Bernadette Johnson	Co-School Yearbook	\$550.00
Cynthia Perez	Co-School Yearbook	\$550.00
Jessica Verene	Drama (Grades 1-6)	\$1,100.00
Eugenia Girtman	Cheerleading	\$40.54/Hour

**FRONT SCHOOL**

<b><u>Name</u></b>	<b><u>Club</u></b>	<b><u>Compensation</u></b>
Soh Young Lee-Segredo	Student Government	\$900.00
Lydia Williams	School Yearbook	\$900.00
Laurie Hamilton	School Newspaper	\$900.00
Laurie Hamilton	Student of the Month	\$40.54/Hour
Keira Stroughn	Math	\$40.54/Hour
Michael Talavera	Instrumental Music	\$40.54/Hour
Cynthia Encarnacion	Arts & Crafts	\$23.99/Hour
Pamela Parsley	Basketball	Contractual Hourly Rate

**JACKSON ANNEX**

<b><u>Name</u></b>	<b><u>Club</u></b>	<b><u>Compensation</u></b>
Xiomara Roman	Student Council	\$900.00
Tyisha McFadden	Drama	\$1,100.00
Nicole Brown	Computer	\$40.54/Hour
Candace Collins	Art	\$40.54/Hour
Rachel Pauta	Coding	\$40.54/Hour
Desiree Randall	Games	\$40.54/Hour
Elisabeth Williams	Math	\$40.54/Hour
Brenda Olin	Dance	\$40.54/Hour
Gale Deans	Girl Scouts	\$23.99/Hour
Gale Deans	Book	\$23.99/Hour
Rahshida Williams	Cheerleading	\$23.99/Hour

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**HIGH SCHOOL**

<b><u>Name</u></b>	<b><u>Club</u></b>	<b><u>Compensation</u></b>
Elise Nicholson	Varsity Cheerleading	\$3,500.00
Royelle Singleton	JV Cheerleading	\$2,500.00
Dawn Moore-Frazier	Freshman Class	\$1,500.00
Latisa Graham	Junior Class	\$1,900.00
Patricia Barnes	Co-Senior Class	\$1,500.00
Unique Redd	Sophomore Class	\$1,500.00
Linda Mizel	Newspaper	\$3,000.00
Monica Jordan	Student Government	\$1,400.00
Linda Mizel	Art	\$40.54/Hour
Ellen Oggioni	Culinary	\$40.54/Hour
Jacqueline Dennis	Student Store	\$40.54/Hour
Betsy Leib	Robotics	\$40.54/Hour

**JACKSON MAIN**

<b><u>Name</u></b>	<b><u>Club</u></b>	<b><u>Compensation</u></b>
Cherese West	Yearbook	\$1,100.00
Cynthia Moore-Drayton	Student Government	\$900.00
Cynthia Moore-Drayton	Safety Patrol	\$40.54/Hour
Allyson Parla	Nassau County Bar Association	\$40.54/Hour
Genell Bradley	Computer	\$40.54/Hour
Dienamarie Giaquinto	Art	\$40.54/Hour
Jordan Zaromatidis	Basketball	\$40.54/Hour
Jordan Zaromatidis	Lacrosse	\$40.54/Hour
Timothy Bishop	Dance/Movement	\$40.54/Hour

**MIDDLE SCHOOL**

*Middle School clubs moved to executive session*

<b><u>Name</u></b>	<b><u>Club</u></b>	<b><u>Compensation</u></b>
Sharese Hawkins	Cheerleaders	\$2,500.00
Dorian Segure	Law	\$1,600.00
Grace Dong-Janeo	National Jr. Honor Society	\$900.00
Beverly Robinson	Co-Tigers Paw Newsletter	\$1,250.00
Mishka Fox	Co-Tigers Paw Newsletter	\$1,250.00
Marqueitta Tuitt	7 <sup>th</sup> Grade Advisor	\$1,100.00
Ann Peterson	8 <sup>th</sup> Grade Advisor	\$1,100.00

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Wendy Eisner	7 <sup>th</sup> /8 <sup>th</sup> Grade Student Government	\$1,000.00
Delmy L. Bermudez	Co-Community Active Tigers	\$40.54/Hour
Sarian Muhammad	Co-Community Active Tigers	\$40.54/Hour
Jennifer Wills	Computer	\$40.54/Hour
Cherie Dortch	Girls Empowerment	\$40.54/Hour
Beverly Robinson	Co-Jason Literacy	\$40.54/Hour
Nilotis Marchan	Co-Jason Literacy	\$40.54/Hour
Marion Hutcherson	Math	\$40.54/Hour
Susan Langton	Science	\$40.54/Hour
Desiree Uzzell	6 <sup>th</sup> Grade Advisor	\$40.54/Hour
Kim Drummond	Young Entrepreneurs	\$40.54/Hour
Elizabeth Swiatkowski	Zoology	\$40.54/Hour

**G. RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following personnel for the 2015-2016 school year (Grant Funded):**

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Nancy Arce	Translator – Prospect School	\$40.54/Hour
Lizz Sarceno	Translator – Front School	\$40.54/Hour
Beatriz Ortiz	Translator – Front School	\$40.54/Hour
Michelle Pineda	Translator – David Paterson	\$40.54/Hour
Claudia Vaca	Translator – David Paterson	\$40.54/Hour
Jacqueline Tineo	Translator – David Paterson	\$40.54/Hour
Lilly Salcedo	Translator – Jackson Main	\$40.54/Hour
Joseph Giordano	Translator – Middle School	\$40.54/Hour
Daphne Ramirez	Translator – Districtwide	\$40.54/Hour
Clara Arnedo	Translator – Marshall	Contractual Hourly Rate
Rachel Pauta	Translator – Jackson Annex	\$40.54/Hour
Evelia Santiago	Translator – Jackson Annex	\$40.54/Hour
Miriam Kai	Translator – Jackson Annex	\$23.99/Hour
Denise Rodriguez	Translator – Franklin School	\$40.54/Hour
Jaelle Mann-Tineo	Translator – Franklin	\$40.54/Hour
Concepcion Gonzalez	Translator – Marshall	\$23.99/Hour
Maria Alamo	Translator – Marshall	\$23.99/Hour
Wendy Hasbun	Translator – High School	\$40.54/Hour
Suyapa Gonzalez	Translator - Barack Obama	\$23.99/Hour
Juan Rodriguez	Homeless Liaison	\$11,706 (Service Assignment I)
Jason Noone	Instructional Technology Specialist	\$11,706 (Service Assignment I)

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Dr. Wendy Niles	Reading Staff Developer	\$5,880 (Service Assignment II – Grant Funded)
Danielle Feldman	Reading Staff Developer	\$5,880 (Service Assignment II – Grant Funded)
Claudine Clark	Math Staff Developer	\$5,880 (Service Assignment II – Grant Funded)
Elizabeth Diglio	Math Staff Developer	\$5,880 (Service Assignment II – Grant Funded)

**H. RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following personnel as for the HEMPSTEAD HIGH SCHOOL'S TIGER ACADEMY EFFECTIVE September 21, 2015 – June 24, 2016 (Monday through Friday; TEACHERS and TEACHING ASSISTANTS, 3:15 pm – 7:15 p.m.; ADMINISTRATORS, CLERICAL AND SECURITY, 4:15 p.m. – 7:15 p.m.) – as needed, pending enrollment and attendance)**

<u>Name</u>	<u>Subject</u>	<u>Compensation</u>
Dr. Stephen Strachan	Administrator	\$94.39/Hour
Rachel Blount	Sub Administrator	\$94.39/Hour
Carey Gray	Sub Administrator	\$94.39/Hour
Patrick Horne	English	\$40.54/Hour
Robert Amoroso	English – Extra help/Regents Prep	\$40.54/Hour
Delmy L. Bermudez	English	\$40.54/Hour
Jason Noone	Social Studies	\$40.54/Hour
Phyllis Tinsley-Taylor	Social Studies	\$40.54/Hour
Mary Jordan	Social Studies	\$40.54/Hour
Dagoberto Echevierria	Social Studies	\$40.54/Hour
Calixte Zinzou	Math – Extra help/Regents Prep	\$40.54/Hour
Terrance Chapman	Math	\$40.54/Hour
Dearly Topping	Math	\$40.54/Hour
Venessa Stephens	Math	\$40.54/Hour
Nilotis Marchan	Science	\$40.54/Hour
Jasmine Howard	Science	\$40.54/Hour
Carolyn Rodriguez	Science	\$40.54/Hour
Cynthia Partee	Science	\$40.54/Hour
Dorothea Geiger	Special Education	\$40.54/Hour
Cheryl Treasure-Myles	Special Education	\$40.54/Hour
Jean Lou Hogu	ESL	\$40.54/Hour
Adolfina Mena	ESL	\$40.54/Hour
Joelle Day	ESL	\$40.54/Hour
Barbara Intrieri	Physical Education / Health	\$40.54/Hour

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Latisa Graham	Guidance Counselor	\$40.54/Hour
Sean O'Brien	Guidance Counselor	\$40.54/Hour
Samara Mohamed	Guidance Counselor	\$40.54/Hour
Regina Edgeworth	Social Worker	\$40.54/Hour
Lisa Byrd-Watkins	Social Worker	\$40.54/Hour
Yvonne Sample	Social Worker - Sub	\$40.54/Hour
Tracey Williams	Teaching Assistant	\$23.99/Hour
Alvenia Reinhardt	Teaching Assistant	\$23.99/Hour
Dawn Moore-Frazier	Teaching Assistant – Sub	\$23.99/Hour
Pauline Wellington	Clerical	Contractual Hourly Rate
Wilma Fortunato	Clerical	Contractual Hourly Rate
Janice Riddick	Clerical – Sub	Contractual Hourly Rate
Larry McCloud	Security Aide	Contractual Hourly Rate
Larocque Uwode	Security Aide	Contractual Hourly Rate
Olivia General	Security Aide	Contractual Hourly Rate
Curtis Wilson	Security Aide	Contractual Hourly Rate

**I. RESOLVED**, that the Board of Education approves the Superintendent's recommendation to **APPOINT** the following personnel as **BUS MONITORS/BREAKFAST MONITORS** for the 2015- 2016 School Year (7:30 am – 8:15 am and 3:15 pm – 4:00 pm):

**BARACK OBAMA**

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Boontipa Reichert	Breakfast Monitor	\$23.99 per hour

**JACKSON MAIN**

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Omar Morris	Bus Monitor – AM	Contractual Hourly Rate
Myles Petrus	Bus Monitor – PM	Contractual Hourly Rate

**FRANKLIN SCHOOL**

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Alana Ephraim	Bus Monitor	\$23.99 per hour
Donna White	Bus Monitor – PM	\$23.99 per hour
Avis Macklin	Bus Monitor	\$23.99 per hour

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**J. RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following personnel as COACHES for the FALL season of the 2015-2016 school year:**

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Noel Acevedo Eff. 09/18/15 – 11/24/15	Varsity Boys Badminton	\$4,300.00
Kirt Smith Eff. 09/18/15 – 11/24/15	Football JV Assistant	\$4,916.00
Nicole Drake Eff. 09/18/15 – 11/14/15	Varsity Girls Tennis	\$3,503.00
William Cherry Eff. 09/18/15 – 11/14/15	Varsity Boys Volleyball	\$4,644.00
Leo B. McCray Eff. 09/18/15 – 11/14/15	JV Girls Volleyball	\$3,940.00
Kevin Winther Eff. 09/18/15 – 11/02/15	Middle School Boys Soccer	\$4,058.00

**K. RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following personnel for the upcoming High School Fall Theatre Production to be performed in December 2015.**

<u>Name</u>	<u>Position</u>	<u>Compensation</u>
Theresa Cucina	Director	\$3,300.00
Sean Reichert	Set Construction/Designer	\$2,500.00

**L. RESOLVED, that the Board of Education approves the Superintendent's recommendation to RESCIND the following Professional Appointment:**

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Christopher Orlando Eff. 08/31/15	Science Teacher Middle School	Accepted another position

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**M. APPOINTMENT(S) RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT PER DIEM SUBSTITUTE TEACHER for the 2015-2016 School Year:**

<u>Name</u>	<u>Certification</u>	<u>Compensation</u>
Miriam Alexander	English Language Arts, 7-12	All year \$125 per day
Dave M. Glenn	Pre-K, Kindergarten & Grades 1-6	All year \$125 per day
Eghosa Ize-Iserhien	Childhood Education, 1-6 Elementary, 1-6 Teaching Assistant, Level III	All year \$125 per day
Helayna Master	Visual Arts, K-12	All year \$125 per day
Ramon Mills	English Language Arts, 7-12	All year \$125 per day
W. Lionel Williams	English Language Arts, 7-12	All year \$125 per day

**2. CIVIL SERVICE PERSONNEL**

**A. RESIGNATION(S) - RESOLVED, that the Board of Education approves the Superintendent's recommendation to ACCEPT the following resignation(s) from the following Civil Service employees for RETIREMENT/PERSONAL PURPOSES:**

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Lori Alexander Eff. 09/04/15	Clerk – Registration	Letter of resignation received for personal reasons.
Jonathan Ayala Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Guy Banks Eff. 09/20/15	Security Aide – PT	To accept full time appointment



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Jacqueline Brown Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Austin Cobbs Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Hilmar Escobar Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Sandra Flores Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Terry Garrison Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Maria Guevara Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Robert Hudson Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Jamel Jones Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Jean Leon Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Larry McCloud Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Willems Pierre Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Nery Rivera Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Terry Washington Eff. 09/20/15	Security Aide – PT	To accept full time appointment

**MINUTES**  
**SEPTEMBER 17, 2015**

Karen Webb Eff. 09/20/15	Security Aide – PT	To accept full time appointment
Kishawana Webb Eff. 09/20/15	Security Aide – PT	To accept full time appointment

**B. APPOINTMENT(S) – RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following:**

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Gearry Bogan, Jr. Eff. 09/21/15	Cleaner, F/T – High School Lv. 2, St. 1, \$34,986 (prorated)	Replacing S. Ellis who retired
Fitzroy Walker Eff. 09/21/15	Maintainer, F/T – Central Maintenance, Lv. 2A, St. 1, \$35,401 (prorated)	Replacing J. Reinhardt who retired
Robert Hudson Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 5, \$30,432 (prorated)	To meet the needs of the district
Jacqueline Brown Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 5, \$30,432 (prorated)	To meet the needs of the district
Maria Guevara Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 4, \$29,187 (prorated)	To meet the needs of the district
Larry McCloud Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 4, \$29,187 (prorated)	To meet the needs of the district
Kishawana Webb Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 5, \$30,432 (prorated)	To meet the needs of the district
Sandra Flores Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 5, \$30,432 (prorated)	To meet the needs of the district
Karen Webb Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 5, \$30,432 (prorated)	To meet the needs of the district
Terry Garrison Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 5, \$30,432 (prorated)	To meet the needs of the district

**MINUTES  
SEPTEMBER 17, 2015**

Jean Leon Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 4, \$29,187 (prorated)	To meet the needs of the district
Nery Rivera Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 4, \$29,187 (prorated)	To meet the needs of the district
Hilmar Escobar Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 4, \$29,187 (prorated)	To meet the needs of the district
Jamel Jones Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 4, \$29,187 (prorated)	To meet the needs of the district
Willems Pierre Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 3, \$27,723 (prorated)	To meet the needs of the district
Guy Banks Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 3, \$27,723 (prorated)	To meet the needs of the district
Austin Cobbs Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 3, \$27,723 (prorated)	To meet the needs of the district
Terry Washington Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 1, \$24,894 (prorated)	To meet the needs of the district
Jonathan Ayala Eff. 09/21/15	Security Aide – F/T, 10 months Lv. 9, St. 1, \$24,894 (prorated)	To meet the needs of the district

**Trustee Cooke moved, seconded by Trustee Simmons to convene to executive session at 10:25 P.M. to discuss personnel and pending litigation.**

<b>MOTION</b> To convene to executive session	<b>YES 5</b>	<b>MOTION CARRIED</b>
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**Trustee Cooke moved, seconded by Trustee Touré to reconvene to open session at 12:34 A.M.**

<b>MOTION</b> To reconvene to open session	<b>YES 5</b>	<b>MOTION CARRIED</b>
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**HEMPSTEAD UNION FREE SCHOOL DISTRICT**

**Section 2000 - SCHOOL BOARD GOVERNANCE AND OPERATIONS**

**2522 EDUCATIONAL TRAVEL EXPENSE AND REIMBURSEMENT**

**2522 EDUCATIONAL TRAVEL EXPENSE AND REIMBURSEMENT**

Board members and the Superintendent of Schools shall be reimbursed for the cost of attending educational conferences and other Board and district related business activities. Reimbursement will be made for travel, lodging, meals, gratuities, and other reasonable expenses incurred on behalf of the school district when the event is more than ten (10) miles from the school district, provided the following standards are met:

1. air travel shall be tourist class. Upgrading is allowable at Board Members or employee's own expense;
2. hotel rate to be paid shall be in accordance with the hotel rates announced by the sponsoring organization. If the cost for lodging exceeds the amounts listed in Exhibit 2, it shall require approval by the board before the conference stay is confirmed;
3. auto rentals shall be limited to one compact car, to be used for all members attending the conference;
4. hotel and evening meal reimbursement shall be allowed for the day before the conference begins and breakfast reimbursement for the day after it ends;
5. within two months of the conference, Board members should personally share their experience with other Board members and the public at a Board meeting; and
6. Board of Education members, with the exception of the President, will not have access to a district credit card to cover expenses. The District Clerk shall use a master credit card for securing lodging for Board members at conferences. The President may use the credit card for incidental expenses for themselves and other members attending the conference or meeting. Board of Education may use personal funds or a cash advance to cover expenses when on official school district business. The Board member shall account for amounts spent out of a cash advance, or personal expenses by submitting the proper documentation.. and receipts are presented to the District Clerk. Once received, the Board Member shall be reimbursed if needed The Superintendent may use personal funds, a district issued credit card or a cash advance to cover expenses while on official school district business. The Superintendent shall account for amounts charged against the credit card, spent out of a cash advance, or personal expenses by submitting the proper documentation and receipts to the Business office. Once received, the Superintendent shall be reimbursed if needed

The receipts must show the exact amount charged to the credit card or spent out of the cash advance.

1. the Board and Superintendent may authorize transportation and lodging expense to be placed on their district credit card. The Superintendent may also authorize issuing purchase orders to secure lodging and transportation services;
2. when traveling involves an overnight stay, Board members and Superintendent only, may request a cash advance of \$100.00 per day for each full day of educational travel. Cash

advance can be used for meals, in town transportation, portage, parking, tolls, mileage, tips and educational materials designed to enhance board governance skills. To report how the cash advance was used, itemized expense form with receipts should be submitted within 72 hours after returning to the district. Under no circumstances shall a cash advance request be granted for anyone other than those specified above;

3. reimbursement for personal expenses paid by an individual may be claimed by submitting "conference expense form" to the District Clerk or designated business office staff;

4. no meal or room service charge is to be placed on the hotel room bill. If room service is charged to the room during the stay at the hotel, it should be paid at the time of checkout and claimed appropriately upon return to the district. When meals are included as part of the conference, meal reimbursement may not be claimed. Only meals actually taken during educational travel may be claimed. Receipts must be provided to substantiate meal expense and the number of people covered by the expense;

5. reimbursement for expense other than meals may be claimed and must be accompanied by receipts, where applicable. These expenses might include such items as lodging, transportation, mileage, tolls, parking, coach fares on airlines, local transportation, gratuities, and educational materials designed to enhance board governance skills. If the total reimbursement claimed is greater than the advance received, the district will reimburse the difference. If the amount claimed is less than the advance received, the individual must return the remaining funds to the district.

6. all receipts submitted for reimbursement or credit must include:

- a. the date, expense incurred;
- b. the reason for the expense, i.e. meal, travel, and lodging; and
- c. a listing of individuals taking part in the expense.

Charges which are not reimbursable should not be claimed on conference expense forms. The district may choose to send a bill of charges to anyone who:

1. fails to file an expense form with the proper documentation of how the cash advance was used; and
2. deliberately charged items to the district that are not reimbursable.

Before a new travel request is processed, all outstanding cash advance funds and credit card charges must be accounted for.

Adoption date: July 11, 2001

Revised Adoption date: ~~July 6, 2006~~ September 17, 2015 (P.W.)

This Policy has been revised to reflect changes to Credit Card Policy 6665 on February 3, 2011

# HEMPSTEAD UNION FREE SCHOOL DISTRICT

## CALENDAR FOR 2016-2017 BUDGET

	Task	Date	By Whom
1.	Approval of Budget Calendar	Thursday, September 17, 2015	Board of Education
2.	Distribution of Budget Calendar	Friday, September 18, 2015	Business Official
3.	Budget Preparation Worksheets distributed to Asst. Supt's., Directors and Principals	Monday, October 5, 2015	Business Official
4.	BUDGET INPUT MEETING with PTAs and Community Leaders	Monday, November 2, 2015 Monday, November 16, 2015	Superintendent Business Official
5.	Asst. Supt's., Directors and Principals Completed Budget Worksheets due to Business Official	Friday, November 6, 2015	Asst. Supt's., Directors and Principals
6.	Individual (as scheduled) Asst. Supt., Director and Principal Budget Meetings at the Superintendent's Office	Monday, November 9, through Monday, November 23, 2015	Superintendent Business Official
7.	Revised (if required) Budget Worksheets Due to Business Official	Monday, November 30, 2015	Asst. Supt's., Directors and Principals
8.	First Budget Draft to Superintendent of Schools for Review	Monday, December 7, 2015	Business Official
9.	Forward Revised Budget Draft to Supt of Schools for Review	Monday, December 21, 2015	Business Official
10.	Forward Budget Draft to Board of Education for Review	Friday, January 8, 2016	Superintendent
11.	Board/Administration BUDGET WORKSHOPS (Public Invited)	Monday, February 1, 2016 Monday, February 29, 2016	BOE, Superintendent & Business Official
12.	Submit tax levy limit to the Office of Comptroller Tax & Finance	Friday, February 26, 2016	Business Official
13.	Board/Administration BUDGET WORKSHOPS (Public Invited)	Monday, March 7, 2016 Monday, March 21, 2016	BOE, Superintendent & Business Official
14.	ADOPTION OF PROPOSED BUDGET	Thursday, April 21, 2016	Board of Education
15.	Property Tax Report Card submitted to SED and local newspaper(s)	Friday, April 22, 2016	Business Official
16.	Distribution of Budget and "Required Information to Schools"	Monday, May 2, 2016	Business Official
17.	Distribution of Budget Edition of the Hempstead Newsletter	Tuesday, May 3, 2016	Business Official
18.	BUDGET HEARING (includes Budget Presentation to Public)	Tuesday, May 10, 2016	Board of Education
19.	Mail Budget Notice (card)	Friday, May 13, 2016	Business Official
20.	BUDGET VOTE	Tuesday, May 17, 2016	Public