

REGULAR MEETING (Thursday, March 21, 2019)

Generated by Patricia Wright on Tuesday, March 26, 2019

A. MEETING OPENING

The regular meeting of the Hempstead Public Schools Board of Education was held in the A.B.G.S. Middle School Band Box, 70 Greenwich Street, Hempstead, New York. 11550. The meeting was called to order at 7:07 P.M. by the District Clerk. There was a budget presentation by Bridgid Villareal, the Assistant Business Manager and Ed Cullen, the Business Consultant. The Acting Superintendent of Schools offered brief remarks, congratulating the elementary IB Coordinator for her success, she also addressed a solution to the overcrowding issue in the A.B.G.S. Middle School for the 2019-2020 school year, and thanked to Board of Education for inviting her to the retreat. The President pro-tem for the evening Dr. David Gates thanked all the students and staff for their participation in the district wide Black History Program. Public participation was entertained and came to end due to crowd control.

BOARD MEMBERS PRESENT:

David B. Gates, Trustee
Patricia Spleen, Trustee
Randy Stith, Trustee
Jack Bierwirth, Trustee Ex-Officio

BOARD MEMBERS ABSENT:

LaMont Johnson, President
Carmen Ayala Vice, President

STAFF MEMBERS PRESENT:

Regina Armstrong, Acting Superintendent
Rodney Gilmore, Ed. D., Associate Superintendent for Human Resources
James Clark Assistant Superintendent for Special Projects
Djuana Wilson, Assistant Superintendent for Special Education
Ahunna Akoma, Ed.D., Assistant Superintendent for Technology
Bridgid Villareal, Assistant Business Manager
Ed Cullen, Consultant Business & Operations
Patricia Wright, District Clerk
John Sheahan, General Counsel
Johnathan Scher, Labor Counsel

Procedural: 1. Pledge of Allegiance

B. PRESIDENT'S REMARKS**C. ACTING SUPERINTENDENT'S REMARKS**

Procedural: 1. Moment of Silence

Trustee Stith moved, seconded by Trustee Spleen to appoint Trustee Gates as President pro-tem for the evening.

MOTION YES 3

MOTION CARRIED

To appoint Trustee Gates
as President pro-tem

D. COMMENDATIONS/PRESENTATIONS

Action: 1. New Agenda Item

Trustee Stith moved, seconded by Trustee Spleen to approve the consent calendar.

MOTION YES 3

MOTION CARRIED

To approve the consent calendar

Trustee Gates moved, seconded by Trustee Spleen to convene to executive session at 7:50 P.M. (The reason was not recorded, COULD NOT HEAR DUE NOISE CONTROL)

MOTION**YES 3****MOTION CARRIED**

To convene to
executive session

E. OTHER AGENDA ITEMS

Action (Consent): 1. Minutes

RESOLVED, that the Board of Education approves the minutes of the meetings held February 7 & 14, 2019 as submitted by the District Clerk.

F. BOARD OPERATIONS

Action: 1. New Agenda Item

1. RESOLVED, that the Board of Education approves the 2nd reading of policy # 6690 "Audit Committee" and 2nd reading of policy # 1133 " New Media Services At Board Meetings".
(Attached)

**RESOLUTION TO EXTEND LEAVE UNDER POLICY #9520.3
FOR EMPLOYEE #4622**

2. RESOLVED, that the Board of Education extends the placement of Employee #4622 on Administrative Leave of Absence with Pay, which was previously set to expire on March 31, 2019, for two additional months, so that such leave shall not expire until, and shall be in effect through and inclusive of, May 31, 2019.

G. WARRANTS

Action: 1. Register of Bills

WARRANTS

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to review the **Register of Bills** as follows:

General Funds (Warrants #25, 24, 23); **Cafeteria/Lunch** (Warrants #9); **Federal** (Warrants #19);
Capital (Warrants #9).

H. REVENUE REPORTS

REVENUE STATUS REPORT

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to receive the **Revenue Budget Status Report for the month of January 2019**.

I. APPROPRIATION REPORT

Action: 1. New Agenda Item

APPROPRIATION STATUS REPORT

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to receive the **Appropriation Status Report for the month of January 2019**.

J. TREASURER'S REPORTS

Action: 1. Monthly treasurer's report

TREASURER'S REPORT

RESOLVED, that the Board of Education accept the Reports as submitted by the District Treasurer.
Treasurer's Report for the month of January 2019.

K. DONATION

Action: 1. New Agenda Item

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to accept a donation of \$10,000 from Dr. Jack Bierwirth. These funds are to be used for scholarship grants at the discretion of the High School Principal, Dr. Stephen Strachan. It will be left up to Dr. Strachan to determine the number of scholarships and whether they will all be given this year or over several years.

L. BUDGET TRANSFER

Action: 1. New Agenda Item

1. RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation for the attached budget transfers.

M. BUSINESS & OPERATIONS

Action: 1. New Agenda Item

1. RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to approve the revised contract with Keeping Your Books (appointed at a prior meeting) in order to prepare and file additional state mandated documents for the 2018-2019 school year at an hourly rate of \$140.00. Note: there is no change in the hourly rate.

2. RESOLVED that the Board of Education approves the Acting Superintendent's recommendation for Ed Cullen to provide Business Office consulting services for the period of July 1, 2019-June 30, 2020, not-to-exceed 25 hours a week at an hourly rate of \$125 per hour. A Section 211 waiver will be filed with the State Education Department.

3. RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to transfer \$250,000 from the Insurance Reserve (balance as of 6/30/18 is \$654,314) to the 18/19 General Fund to pay for uninsured lease costs associated with St. Catherine of Sienna. Please note that total lease costs are \$513,548 with insurance covering \$250,000.

4. RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to increase both the revenue and expense sides of the 18/19 General Fund Budget in the amount of \$900,000 as detailed below:

- a. \$400,000 reflecting two \$200,000 advances from the insurance company to the district to pay for various expenses associated with the 8/7/18 Prospect School loss.
- b. \$500,000 reflecting a \$250,000 direct payment from the insurance company on behalf of the district to St. Catherine of Sienna for lease expenses and a \$250,000 transfer from the Insurance Reserve to the 18/19 General Fund for lease expenses to be paid by the district to St. Catherine of Sienna.

5. RESOLVED, upon the recommendation of the Acting Superintendent of Schools, the Board of Education hereby approves the Agreement with BBS Architects, Landscape Architects, & Engineers, P.C. for Architectural Services in connection with voter approved Capital Projects of the Hempstead Union Free School District and hereby authorizes the President of the Board of Education to execute same.

6. RESOLVED that the Board of Education approves the Acting Superintendent's recommendation to (a) adopt the 2019/2020 budget in the amount of \$223,763,171 and (b) authorize administration to prepare all required budget documents (School District Budget Notice, Property Tax Report Card, Administrative Disclosure, etc...)

N. DISPOSAL OF EQUIPMENT

O. CONTRACTS/STIPULATION OF SETTLEMENT

1. RESOLVED, that the Board of Education approves the Superintendent's Recommendation to compensate the following individuals for IB Curriculum Writing for International Baccalaureate Program for struggling middle school and authorizes the President of the Board to execute same.

Purpose: To implement International Baccalaureate. IB MYP Candidate School ABGS Middle School.

Strategic Goal(s): Part of IB implementation, Units of Inquiry will have to be developed. They will guide the curriculum. This will serve as a framework of what teachers across all grades and content areas will teach. We are looking to have full IB implementation by January 2020.

6 days per person with a maximum of 20 hours. Sat. dates will be April 6, 13, May 4, 11, 18 and June 1st. Alternate weekday dates April 1, 3, 8, 10,15,17, May 29th and June 1st (maximum 20 hrs.)

Amount: \$8,500 PSSG Contractual Hourly Rate

2. RESOLVED: That the Board of Education approves the Superintendent's recommendation to enter into a partnership agreement with The Children's Aid Society National Center for Community Schools (NCCS) and authorizes the President of the Board to execute same.

Purpose: Onsite coaching sessions and mentoring with ABGS Middle School to strengthen family engagement and support implementation/continuous improvement of community school strategy and awareness.

Strategic Goal: Facilitate a strategic planning process, conduct needs and assets assessments at two levels, Build Public Awareness and Buy-In, address Financing and Sustainability Issues, Public Capacity Assessment, Study Visits and student achievement.

Source of Funds: CSG Grant for 2018 -2019 School Year

Total Amount: \$149,200

3. WHEREAS, the Board of Education of the Hempstead Union Free School District and Genesis Construction Training Center, Inc. previously entered into a consultant agreement dated from January 22, 2018 to June 2018;

WHEREAS, the original amount of the contract The Board of Education of the Hempstead Union Free School District was for \$426,750;

WHEREAS, since the execution of the original contract, there has been a change in the ending date as part of that change Genesis construction Training Center, Inc. will continue to complete the scope and service of the project. Additional cost requirement \$13,500 provided until May 1st 2019.

4. WHEREAS, the Acting Superintendent of Schools, by Labor Counsel for the District, has negotiated an agreement resolving certain administrative proceedings as between the District, and the Board, on the one hand, and Employee Number 597, on the other hand, and

WHEREAS, the Board has concluded, based upon the recommendation of the Acting Superintendent that it is in the best interests of the District to resolve said administrative proceedings by means of the negotiated Stipulation of Settlement, which was executed by said Employee on March 8, 2019; be it

RESOLVED, that the Board hereby approves and adopts the Stipulation of Settlement, and with it the resolution of the administrative proceedings concerning said Employee, which Stipulation of Settlement shall be kept on file in the District's Office of Human Resources, pursuant to its terms and it is

FINALLY RESOLVED, that the Board hereby authorizes the Board President or authorized designee to execute the Stipulation of Settlement on behalf of the District and the Board.

5. RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to enter into a contractual agreement with Global Resurrection LLC. Global LLC will collaborate with the teachers to follow the District's curriculum map. Introduction of the 6ES for STEAM instructional Planning. Use the blended learning approach to engage the students in different formats including project-based-learning and, hands on experimentation with various internet platforms and virtual worlds, science, and technology building robotic kits. Stimulates the development of communication to various everyday technologies designed to make our lives easier to stimulate creativity, design and problem solving. Visiting and participating in learning activities at the Cradle of Aviation Museum.

Duration: 8 weeks

Cost: 50,000.00

of students: 90

Funding Source: SIG A

P. INTERNSHIPS

USE OF FACILITIES PULLED BY THE ACTING SUPERINTENDENT

Q. 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.

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

<u>Name</u>	<u>For Use Of</u>	<u>Date(s)</u>
USE OF FACILITIES PULLED BY THE ACTING SUPERINTENDENT Village of Hempstead PAL Contact: PO Sheryl Roberts 478-6521	High School Use of: Track and Field	Day: Monday and Thursday Date: April 1, 2019 to May 23, 2019 Time: 6pm to 7pm Cost: \$ 2,800.00 Insurance: On file Principal Approval: Approved

R. CURRICULUM & INSTRUCTION

S. SPECIAL EDUCATION

RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to accept the recommendations of the CSE/CPSE meetings held on:

February 2019

2/1, 2/4, 2/5, 2/8, 2/11, 2/12, 2/13, 2/14, 2/15, 2/25, 2/26, 2/27, 2/28

T. PUPIL PERSONNEL SERVICES**U. MISCELLANEOUS- TRIPS**

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPROVE** the following personnel for the MY BROTHER'S KEEPER Instructional Program to chaperone 30 ABGS Middle School Students on a Local College Tour, during the Spring Break of April 22, 2019 – Friday 26, 2019 from 8:30 AM to 1:00 PM.

The local colleges are: SUNY Old Westbury, SUNY Farmingdale State College, Molloy College and LIU Post.

RECOMMEND BY: James Clark

PURPOSE: Academics

STRATEGIC GOAL: Student Achievement

V. PERSONNEL

RESOLVED, that the Board of Education approves the Acting 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. If the individual receives a rating of ineffective in the final year of the probationary period, he or she will not be eligible for tenure at that time).

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Belinda Pastel Eff. 4/15/19 (4-year Probationary Period, 4/7/23) Speech and Language Disabilities, Initial, Eff. 2/21/19	Speech Teacher Jackson Annex (Replacing F. Callender-resigned)	\$63,937 - prorated(LV. 5, St 2.) RECOMMENDED BY: D Wilson PURPOSE: Fill Vacancy

LEAVE(S) OF ABSENCE - RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPROVE** the following **LEAVE(S) of ABSENCE REQUEST(S)**, for the following professional personnel:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Martha Higgins Eff. 2/26/19 - 4/1/19	Physical Education Teacher Front Street	Letter requesting a Medical Leave of Absence/FMLA, with pay, utilizing accrued sick time (Letter received on 2/25/19 in Human Resources. Medical documentation on file).
Steven Jacobs Eff. 4/29/19 - 5/3/19	Physical Education Teacher Barack Obama School	Letter requesting a Paternity Leave of Absence/FMLA, with pay, utilizing accrued sick time (Letter received on 3/13/19 in Human Resources. Medical documentation on file).
Angela Daubon Eff. 4/2/19 - 5/1/19	Social Worker David Paterson School	Letter requesting an Extension of Sick Leave of Absence at 1/2 pay. (Letter received on 3/13/19 in Human Resources. Medical documentation on file).

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **CHANGE** the following Board Action(s):

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Lisaura Moreno Eff. 2/7/19 - 3/15/19	Assistant Principal High School	Change Maternity Leave Effective Dates FROM 2/7/19 - 2/22/19 TO 2/7/19 - 3/15/19

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

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Corrine Fee-Thompson Eff. 1/28/19	Girls Lacrosse Coach, High School	Letter of resignation received for personal reasons
Ann Peterson Eff. 2/6/19	8th Grade Advisor, Middle School	Letter of resignation received for personal reasons
Daisy Dumey Eff. 3/7/19	Teacher - AIS After School Program Barack Obama	Letter of resignation received for personal reasons
Chiniqua Davis Eff. 3/21/19	Social Studies Teacher - Tiger Academy, High School	Letter of resignation received for personal reasons
Christopher Coward Eff. 3/21/19	Special Education Teacher, Middle School	Letter of resignation received for personal reasons
Randy Krug Eff. 6/28/19	Technology Teacher, Middle School	Letter of resignation received for retirement purposes
James Edasery, Ed.D. Eff. 6/30/19	Science Teacher, High School	Letter of resignation received for retirement purposes

RESOLVED, that the Board of Education **APPROVES** the Acting Superintendent's recommendation to **COMPENSATE** the following personnel for coverage on 11/29/18 and 1/3/19 - **MY BROTHER'S KEEPER** Instructional Program at Joseph McNeil School (Not to exceed 4 hours)

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Renee Wright	Assistant Principal (Sub)	\$94.00/hr.

RESOLVED, that the Board of Education **APPROVES** the Acting Superintendent's recommendation to **APPROVE** the following personnel from **MY BROTHER'S KEEPER** Instructional Program to chaperone 30 **ABGS** Middle School Students on a Local College Tour, during Spring Break from April 22 – 26, 2019 @ 8:30 a.m to 1:00 p.m. Students will tour the following Colleges: **SUNY Old Westbury, SUNY Farmingdale State College, Molloy College and LIU Post.**

RECOMMENDED BY: James Clark

PURPOSE: To expose students to our local Colleges

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Yadira Basantes	Teaching Assistant	\$30.00/hr.
Khalif Chaplin	Teaching Assistant	\$30.00/hr.
Kerry James	Teaching Assistant - Sub	\$30.00/hr.

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the following personnel for **JOSEPH MCNEIL AIS PROGRAM**, effective for the 2018-2019 school year, Monday, Tuesday and Thursday - Administrator's, Clerical, Security (4:05 - 6:05 pm), Teachers and Teaching Assistants - (3:30 -5:30 p.m), effective February 12, 2019 – April 30, 2019 (SIGa Grant Funded.)

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Renee Wright	Administrator	\$94.34/hr.

Sandra Powell	Administrator (Sub)	\$94.34/hr.
Carol Williams	Teacher	\$40.54/hr.
DeShaun Lewter	Teacher	\$40.54/hr.
Charlene Supriana	Teacher	\$40.54/hr.
Diane Green	Teacher	\$40.54/hr.
Michael Levine	Teacher	\$40.54/hr.
Gail Battle	Teacher	\$40.54/hr.
Claudine Clark	Teacher	\$40.54/hr.
Vanessa Dossous	Teacher (Sub)	\$40.54/hr.
Felicia Morrow	Teacher (Sub)	\$40.54/hr.
Anita Reynolds	Teaching Assistant	\$23.99/hr.
Joseph Watts	Teaching Assistant	\$23.99/hr.
Alana Cason Ephraim	Teaching Assistant	\$23.99/hr.
Lesley Jennings-Hillord	Teaching Assistant	\$23.99/hr.
Charmelle Hood	Teaching Assistant	\$23.99/hr.
Bernice Smith	Clerical	Contractual Hourly Rate
Latisha Nelson	Security Aide	Contractual Hourly Rate
Angie Holloway	Security Aide	Contractual Hourly Rate

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the following personnel for **BARACK OBAMA SCHOOL - AIS PROGRAM**, during the 2018-2019 school year, Monday, Tuesday and Thursdays, from 3:30 pm - 5:30 pm (Title I Grant Funding.)

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Hayley Kosiner Eff. 3/11/19 - 3/28/19	Elementary Teacher (Sub) (replacing D. Dumey - Resigned)	\$40.54/hr.

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the following personnel for **A.B.G.S. MIDDLE SCHOOL - AIS PROGRAM**, during the 2018-2019 school year, effective 3/11/19 Monday, Tuesday, and Thursday for **ADMINISTRATORS, CLERICAL, SECURITY (4:05-6:05 pm)** and for **Teachers & Teaching Assistants (3:30-5:30 pm)**, Saturdays effective 3/16/19 for **CLERICAL & SECURITY (8:30 am - 1:00 pm)** and **Teachers & Teaching Assistants (9:00-12:30 p.m)**, as needed, pending student enrollment and attendance – (SIGa Grant Funding.)

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Dearl Toppings	Math Teacher	\$40.54/hr.
Kristen Fogerty	Math Teacher	\$40.54/hr.
Patricia Barnes	Clerical (Sub)	Contractual Hourly Rate
Safar Siddiqui	Security	Contractual Hourly Rate
Austin Cobbs Jr.	Security (Sub)	Contractual Hourly Rate
Keith Hazel	Security (Sub)	Contractual Hourly Rate

RESOLVED, that the Board of Education **APPROVES** the Acting Superintendent's to **APPROVE** the following personnel for the AIS, EMPIRE and NEWCOMERS PROGRAM, from 4:00 P.M. - 6:00 P.M. and **SATURDAY ACADEMY** from 9:00 A.M. - 1:00 P.M.

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>COMPENSATION</u>
Debbie Cheaver Eff. 3/11/19 - 4/13/19	Security-Sub	David Paterson (Replacing Sheapard - Reassigned)	Contractual Hourly Rate

RESOLVED, that the Board of Education approved the Acting Superintendent's recommendation to **APPOINT** the following professional personnel to teach an additional period (U.S. History and Government) at 1/5th of their salary.

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Beatriz Kresofsky	Social Studies (Bil)	1/5th of Salary

Eff. 1/30/19 - 6/26/19

Jason Gelardi

Eff. 1/30/19 - 6/26/19

Social Studies

1/5th of Salary

RESOLVED, that the Board of Education **APPROVES** the Acting Superintendent's recommendation to **APPROVE** the following personnel for the **HIGH SCHOOL SATURDAY ACADEMY** Program - Teachers from 8:30 am - 12:30 pm. (Title I)

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Dana Falcone	Social Studies Teacher	\$40.54/hr.
Eff. 3/22/19 - 6/22/19	(replacing C. Davis - Resigned)	

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPROVE** the following personnel for the upcoming Spring Musical Production to be performed on April 12, 2019, and April 13, 2019:

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Kevin Winther	Pit Conductor HHS	\$1,200

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the following personnel to work during the Hempstead High School 's Tiger Academy, effective March 22, 2019 through June 26, 2019 (Monday through Friday; Teachers and Teaching Assistants, 3:15 p.m. – 7:15 p.m.; as needed, pending student enrollment and attendance:

RECOMMENDED BY: Stephen Strachan

PURPOSE: Regents Prep and Credit Recovery

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Sony Alexandre	Math Teacher	\$40.54/hr.
Eff. 3/22/19	HHS	
Brian Watkis	Social Studies Teacher	\$40.54/hr.
Eff. 3/22/19	HHS (replacing C. Davis - resigned)	

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **COMPENSATE** the following personnel for scoring of the January 2019 State Regents Exam effective January 28, 2019, through June 27, 2019 (\$40.54/hr - Not to exceed 20 hours each, including Saturday and Sunday) - PSSG Funding

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>
Jennifer Salgado	ENL Teacher	High School
Brad Becker	Social Studies Teacher	High School
Melissa Spleen	Special Education	High School

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the following professional personnel as **COACHES** for the **SPRING** during the 2018-2019 School Year.

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Ramon Mills	Varsity Girls Lacrosse Coach	\$6,046
Eff. 3/4/19 - 6/9/19		

RESOLVED, that the Board of Education **APPROVES** the Acting Superintendent's recommendation to **APPOINT** the following professional personnel as **CLUB ADVISORS** for the 2018-2019 school year:

JOSEPH McNEIL

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Joseph Watts	Safety Patrol	\$23.99/hr.
Jennings-Hillord	Cheerleading	\$23.99/hr.
Becoat	Safety Patrol	Contractual Hourly Rate

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPROVE** the following A.B.G.S. Middle School personnel as **IB CURRICULUM WRITERS** for the following dates during the 2018-2019 school year: April 6,13, May 4,11,18 and June 1. Alternate dates are April 1,3,8,10,15,17, May 29 and June 1. (Not to exceed 20 Hours) - PSSG Funding

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Sonia Hood	IB Coordinator	\$94.34/hr.
Robin Branch	ELA Teacher	\$40.54/hr.
Mishka Fox	ELA Teacher	\$40.54/hr.
Neclisha Davis	Math Teacher	\$40.54/hr.
Dearl Topping	Math Teacher	\$40.54/hr.
Mary Jeanty	Math Teacher	\$40.54/hr.
Kristen Fogarty	Math Teacher (alternate)	\$40.54/hr.
Elizabeth Diglio	Math Teacher (alternate)	\$40.54/hr.
Carlene Badini	Science Teacher	\$40.54/hr.
Elizabeth Swiatkowski	Science Teacher	\$40.54/hr.
Dawn Sumner	Social Studies Teacher	\$40.54/hr.
Claire Lamothe	Social Studies Teacher	\$40.54/hr.

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the following Jackson Annex personnel to conduct Parent Workshops, for the 2018-2019 School Year. (Not to exceed 2 hours per person) Title I Funding

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Rozella Fibleuil	Administrator	\$94.34/hr.
Sheena Burke	Administrator (Sub)	\$94.34/hr.
Janelle Williams	Teacher	\$40.54/hr.
Tannya Sparacio	Teacher	\$40.54/hr.
Lavern Lariosa	Teacher	\$40.54/hr.
Laurie Breskin	Teacher	\$40.54/hr.
Christian Bustamante	Translator (as needed)	\$40.54/hr.
Diorca Badaraco	Translator (as needed)	\$40.54/hr.
Sandra Nicotra	Translator (as needed)	\$40.54/hr.
Caroline Perez	Guidance Counselor	\$40.54/hr.

RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the following A.B.G.S. Middle School personnel to Complete the Mandated NYSED School Comprehensive Education Plan for the 2019-2020 School Year, effective April 1, 2019. (Not to exceed 15 hours per person) - SIGa / Title I Grant Funding

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Alan Gonzalez	Principal	\$94.34/hr.
Hank Williams	Assistant Principal	\$94.34/hr.
Patricia Rosado	Assistant Principal	\$94.34/hr.
Kellie Ramsey	Assistant Principal	\$94.34/hr.
Tamika Stewart	Assistant Principal	\$94.34/hr.
Claude Irwin	Dean of Students	\$94.34/hr.
Earl Davis	Dean of Students	\$94.34/hr.
Sonia Hood	IB Coordinator	\$94.34/hr.
Elizabeth Diglio	Math Teacher	\$40.54/hr.
Robin Branch	Elementary Teacher	\$40.54/hr.
Elias Mestizo	Spanish Teacher	\$40.54/hr.

April Keys

Parent Representative

Contractual

W. CIVIL SERVICE PERSONNEL**CIVIL SERVICE PERSONNEL**

APPOINTMENT(S) - RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to APPOINT the following CIVIL SERVICE Personnel:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Shakeel Edwards Eff. 3/25/19	Food Server, PT-Sub, Middle School	\$12.00/hr (Lv. 01A, St. 1) Replacing M. Newsom, resigned
Kathy Rouse Eff. 3/25/19	Typist Clerk, PT-Sub, District	\$15.81/hr (Lv. 9A, St. 5) Expand substitute list. Services to be utilized by district as required

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

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Deborah Rose Eff. 2/25/19	School Lunch Monitor, PT, Marshall School	Letter of resignation received for personal reasons.
Rhonda Santiago Eff. 2/18/19	School Lunch Monitor, PT, Front St.	Letter of resignation received for personal reasons.
Yasmin Terrell Tillman Eff. 2/15/19	Food Server, Sub, High School	Letter of resignation received for personal reasons.
Kido Ayaunor Eff. 2/14/19	Typist Clerk, Sub, District	Letter of resignation received for personal reasons.
Jahangir Khan Eff. 2/13/19	Typist Clerk, Sub, District	Letter of resignation received for personal reasons.
Neil Napoleon Eff. 1/18/19	Cleaner, PT-Sub, District	Letter of resignation received for personal reasons.
Jacob Rolley Eff. 3/11/19	Food Server, FT, Middle School	Letter of resignation received for personal reasons.
Adeline Johnson Eff. 2/26/19	School Lunch Monitor, PT, David Paterson	Letter of resignation received for personal reasons.
Robert Hodge Eff. 4/1/19	Provisional Supervisor of School Facilities and Operations, Facilities	Letter of resignation received for personal reasons.
Joel Swindell Eff. 5/30/19	Cleaner, F/T, Middle School	Letter of resignation received for retirement purposes.
Henderson Bourne Eff. 5/30/19	Motor Equipment Operator, High School	Letter of resignation received for personal reasons.

TERMINATION(S) - RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to TERMINATE the following:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Employee #4229 Eff. 3/25/19	Security Aide, F/T - PPS	Failed to return to work after Board approved LOA.
Employee #4754 Eff. 3/25/19	Cleaner, P/T-Sub, District	Unavailability
Employee #3125	Security Aide, F/T - Joseph McNeil	Failure to possess and maintain a valid NYS Security License

Trustee Stith moved, seconded by Trustee Spleen to reconvene to open session at 9:38 P.M.

MOTION To reconvene to open session	YES 3	MOTION CARRIED
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X. ADJOURNMENT

Action: 1. Adjourn

Trustee Stith moved, seconded by Trustee Gates to adjourn the meeting at 9:45 P.M.

MOTION Meeting adjourned	YES 3	MOTION CARRIED
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Respectfully submitted:

Patricia Wright
District Clerk

6690 AUDIT COMMITTEE

The Board of Education will designate and appoint an Audit Committee for purposes of overseeing and carrying out the Board's audit policies and the performance of related duties and responsibilities. The District's Audit Committee shall be comprised of at least five members. The Audit Committee shall be comprised of the members of the Board of Education. Employees of the school district are prohibited from serving on the committee.

The Audit Committee shall:

- Recommend internal and external audit plans to the Board, specifying the areas of District operations to be reviewed for compliance with legal and regulatory requirements, operating efficiency and effectiveness;
- Receive and review the resulting audit reports; and propose recommendations to the Board for action as may be necessary and appropriate;
- Receive and review the report of the external auditor on any findings commented on during the annual audit report, and the management response thereto, and propose recommendations to the Board for action as may be necessary and appropriate;
- Oversee the selection of the internal auditor and the external auditor, pursuant to the relevant Board policies, and make recommendations to the Board for appointment to said positions; and
- Perform any other responsibilities outlined by the Board and/or as listed in the District's Audit Committee Charter (see attached exhibit, 6690-E).

The Audit Committee may conduct an executive session in accordance with law. Any member of the board of education who is not a member of the Audit Committee may be allowed to attend an executive session if authorized by a resolution of the board of education.

Committee Members are required to participate in all scheduled meetings of the Committee unless they can provide a valid reason for not being able to attend. Failure to provide a valid reason for non attendance of at least three meeting will result in automatic removal from the Committee.

It is not the intent of the Board of Education that the Audit Committee participate in or be responsible for the day to day operations of the school district or in the decisions that are the responsibility of the Superintendent of Schools or Assistant Superintendent for Business, or the other district administrators.

Ref:

Education Law § 2116-c

8 NYCRR § 170.12(d)

Adoption date: March 23, 2006

Adopted revision: September 16, 2010

Hempstead Union Free School District

AUDIT COMMITTEE CHARTER TEMPLATE

Audit Committee Authority

Pursuant to resolution number 6, dated October 3, 2005, the Board of Education of the Hempstead School District has established an audit committee to assist the Board of Education in the oversight of both the internal and external audit functions. The requirement to create an audit committee was established by Education Law '2116-c. According to '2116(4), the role of an audit committee shall be advisory and any recommendations it provides to the Board shall not be substituted for any required review and acceptance by the Board of Education. The District's resolution also states that the audit committee shall oversee and report to the Board on the annual audit of the district records as required.

Mission

The Board of Education has established an audit committee to provide independent assistance to the Board in the oversight of the following matters:

1. Assist the Board in providing oversight of the internal and external audit functions, including the appointment of the internal and external auditors.
2. Oversee the competitive Request for Proposal Process (RFP) used to solicit quotations for the District's annual external audit.
3. Review the scope, plan and coordination of the external audit.
4. Review corrective action plans and necessary improvement based on audit findings and recommendations received from external and internal auditors.
5. Provide a communications link between the external and internal auditors and the Board.

Composition and Requisite Skills

The District's Audit Committee is comprised of five (5) members with staggered three (3) year terms. The committee shall include:

- Five individuals to serve on the audit committee as established by the Board of Education.

The Committee members collectively should possess the expertise and experience in accounting, auditing, financial reporting and school district finances needed to understand and evaluate the school district's financial statements, the external audit of those statements and the district's internal audit activities. Accordingly, the Audit Committee's members should:

1. Possess the requisite skills and experience necessary to understand technical and complex financial reporting issues.
2. Have the ability to communicate with, and offer advice and assistance to, public finance officers and auditors.
3. Be knowledgeable about internal controls, financial statement audits and management/operational audits.

Duties and Responsibilities

The duties and responsibilities of the District's Audit Committee includes the following:

§ External Audit Focus

1. Recommend selection of the external auditor to the Board of Education.
2. Meet with the external auditor prior to commencement of the audit to review the engagement letter.
3. Review and discuss with the external auditor any risk assessment of the district's fiscal operations developed as part of the auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards, if applicable.
4. Review the external auditor's assessment of the district's system of internal controls.
5. Receive and review the draft annual audit report and accompanying draft management letter and, working directly with the external auditor, assist the Board of Education in interpreting such documents.
6. Make a recommendation to the Board of Education on accepting the annual audit report.
7. Review any corrective action plan developed by the school district and assist the Board of Education in the implementation of such plans.

§ Internal Audit Focus

1. Make recommendations to the Board of Education regarding the appointment of the internal auditor.
2. Assist in the oversight of the internal audit function.
3. Review the annual internal audit plan to ensure that high risk areas and key control activities are periodically evaluated and tested.
4. Review the results of internal audit activities and significant recommendations and findings of the internal auditor.
5. Monitor implementation of the internal auditor's recommendations by management.
6. Provide input on the performance evaluation of the internal auditor.

§ Administrative Matters

1. Hold regularly scheduled meetings.
2. Administer other related duties as prescribed by the Board of Education.
3. Review and revise the Audit Committee Charter.

Membership

The membership duties of the Hempstead School District Audit Committee include the following:

- a. **Good Faith** B Members of the Committee shall perform their duties in good faith, in a manner they reasonably believe to be in the best interests of the Committee and the District with such care as a generally prudent person in a similar position would use under similar circumstances.

b. Independence B The following individuals would be precluded from being an Audit Committee member:

1. Someone currently or previously employed by the District during the past five year period.
2. Someone currently or previously providing services contractually to the District during the past five year period.

3. Someone of the immediate family (husband, wife & any children and their spouses) of an individual who is, or has been in any of the past five year period, employed by the district, providing services contractually to the District or contractually related to the District as a board member or an administrator.
 4. Someone who is a partner in, a controlling owner or an executive of, any for-profit business to which the district made, or from which the district received, payments that are or have been significant to the district or the for-profit business entity in any of the past five years.
- c. **Confidentiality** B During the exercise of duties and responsibilities, the Committee members may have access to confidential information. The Committee shall have an obligation to the district to maintain the confidentiality of such information.
- d. **Oath of Office** - All non-board members, who are members of the Audit Committee, should be administered the district's oath of office by the District Clerk.

Meetings and Notification

The Hempstead School District Audit Committee shall meet a minimum of twelve (12) times each year. An agenda of each meeting should be clearly determined in advance and the Audit Committee should receive supporting documents in advance, for reasonable review and consideration. Any member of the Board of Education, who is not a member of the Audit Committee, may attend audit committee meetings if authorized by a resolution of the Board.

The work of this committee requires continuity and consistency, therefore any member who fails to attend three(3) consecutive meetings without providing notice will be asked to render their resignation

The Audit Committee shall prepare minutes of each meeting. At a minimum, the minutes will include the following:

1. Copies of the meeting agenda
2. Date, attendance and location of the meeting
3. Brief summary of the topics discussed
4. Copies of materials discussed or presented at the meeting
5. A record of all actions or recommendations agreed to by the committee
6. Once approved, the minutes will be posted on the District web site for public viewing.

Decision-Making Process

All decisions shall be reached by consensus of those members present at the meeting. Consensus is defined as an acceptable solution that all can agree to support. If consensus cannot be reached, polling of the voting membership will take place and simple majority will rule. A quorum constitutes a simple majority of the total membership and meetings will not be conducted unless a quorum is present.

Reporting Requirements

The Hempstead School District Audit Committee has the duty and responsibility to report its activities to the Board of Education. Periodic written reports of Audit Committee activities are an important communication link between the Audit Committee and the Board on key decisions and responsibilities. The Audit Committee's reporting requirements are to:

1. Report on the scope and breadth of committee activities so that the Board of Education is kept informed of its work.
2. Provide minutes of meetings and work sessions which clearly record the actions and recommendations of the Committee.
3. Report on their review of the District's draft annual audit report and accompanying management letter and their review of significant findings and recommendations of the internal auditor.
4. Report on suspected fraud or abuse or material defects in the internal control systems.
5. Report on material or significant non-compliances with laws or District policies and regulations.
6. Report on any other matters that should be disclosed to the Board of Education.

Review of the Charter

The Hempstead School District Audit Committee shall assess and report to the Board of Education on the adequacy of this Charter no less than an annual basis or as necessary. Charter modifications, as recommended by the Audit Committee, should be presented to the Board of Education in writing for their review and action.

Sound internal control structure

A sound internal control structure is in place and internal controls are appropriately designed and operating effectively.

1. A sufficient understanding of the school district's system of internal controls including the district's control environment, control activities, system for risk assessment, information and communication, and monitoring. This audit procedure should also include a documented understanding of controls over the school district's computer systems that are significant to audit objectives.

2. Testing of controls deemed significant to the audit's objectives. For example: observing district personnel actually performing the control procedures in the regular course of operations; examining documents and looking for evidence of approvals, sign-offs, etc.; and replicating a control procedure to test whether it was applied correctly.
3. Testing of accounting records should also be performed such as payroll summaries and payments of taxes and other withholdings.
4. Analytical procedures should be performed to identify unusual trends, activities or transactions. Revenue and expenditure trends should be reviewed over a number of years, and significant budget variances investigated. Control and detail records for budget, revenue, payroll, procurement, capital project and capital asset activities should be scanned for questionable trends or entries, and unusual items investigated.
5. A sample of budget amendments should be checked to verify they were completed before appropriations were over-expended to verify budget control over district expenditures.
6. Documentation of how the evaluation of the district's control structure and the results of the analytical reviews will affect the audit approach for testing of controls and tests of transactions. This documentation should include the auditor's consideration of the risk of fraud, illegal acts, abuse, or violations of contract/grant provisions, and the impact these risks will have on audit testing.

Assets are safeguarded

School district assets are safeguarded against loss, waste and abuse.

1. Verification that a current asset inventory system is in place.
2. Physical inspection of assets and personal property items, especially those items most susceptible to theft and abuse (e.g. computers, televisions, video equipment).
3. Verification of adequacy of insurance coverage for assets and for employees with authorized access to those assets.

Adoption date: March 23, 2006

Adopted revision: September 16, 2010

1133 NEWS MEDIA SERVICES AT BOARD MEETINGS

The Board of Education believes that one of the paramount responsibilities of the Board is to keep the public informed of its actions. Consequently, the local news media representatives shall be welcome to attend all regular, special, and annual meetings of the Board. In the event that representatives of the news media are unable to attend a meeting, upon request, they shall be provided a summary of important Board actions.

Members of the press are entitled to use the following services at the discretion of the administration: telephones, typewriters and office equipments. Copies of minutes can be viewed or requested in writing. Docket/Agenda are also provided.

All reports approved by the Board shall be a matter of official record and, upon requests, will be made available to the press or other members of the public. No report-in-progress, including all of those on which the Board has taken no final action, shall be released by any Board or staff member unless the Board specifically authorizes its release as a "tentative report".

When individual Board members receive requests from news media representatives for information about Board meetings, members shall refer the information seekers to the Board President, who shall be public spokesman for the Board at all times.

To ensure orderly access to public portions of the Board of Education meetings without disruption, interference or distraction, the Board of Education adopts reasonable rules governing the location of equipment and personnel used to photograph, broadcast, webcast, or otherwise record a meeting. The rules adopted by the Board of Education shall be conspicuously posted during meetings and written copies shall be provided upon request to those in attendance.

RULES GOVERNING PUBLIC ACCESS TO

MEETINGS OF THE BOARD OF EDUCATION OF THE HEMPSTEAD UNION FREE SCHOOL DISTRICT

Section 1 Purpose and scope:

The following rules are adopted to govern procedures by which public meetings of the Board of Education may be photographed, recorded and broadcast.

Section 2 Recording and Broadcasting Public Portions of Board Meetings:

(a) The public portion of any meeting of the Board of Education may be photographed, recorded and broadcast in accordance with Board adopted rules.

(b) The Board of Education adopts reasonable rules governing the location of equipment and personnel used to photograph, record or broadcast the public portion of a Board meeting in order to ensure that the use of such equipment does not detract from or interfere with the deliberative process.

Section 3 Rules for Recording and Broadcasting Public Portions of Meetings:

(a) Operation of equipment to photograph, record or broadcast a meeting, including lighting, is permitted without notice to or express permission from the Board of Education or those in attendance at the meeting unless contrary to posted rules, contrary to posted location limitations, or is subsequently determined to be obtrusive, disruptive, or interferes with the deliberative process or the right of persons in attendance to observe or listen to the proceedings. The Board President shall be authorized, as a point of order, to reasonably determine when equipment to photograph, record or broadcast a meeting is obtrusive, disruptive, or interferes with the deliberative process or the right of persons in attendance to observe or listen to the proceedings.

(b) The Board of Education shall be authorized to limit the use of equipment necessary to photograph, record and/or broadcast a meeting, including, but not limited to, special lighting or large equipment, to a location from which such equipment is reasonably capable of photographing, recording and/or broadcasting to avoid disruption and interference with the public Board meeting. This Board of Education may prohibit: (1) photographers from approaching the dais; (2) the use of flash photography or other equipment/material that unreasonably obstructs the view of other members of the audience; and/or (3) spot lights and flood lights, when such activity is obtrusive, disruptive, or interferes with the deliberative process or the right of persons in attendance to observe or listen to the proceedings.

(c) Persons operating equipment necessary to photograph, record and/or broadcast shall be given a reasonable opportunity to modify their actions in order to avoid interference with the deliberative process.

Section 4 Public notice:

These rules governing the operation of equipment necessary to photograph, record or broadcast a meeting shall be posted in a designated location. Written copies of such rules shall be provided upon request, free of charge, to those in attendance at or who seek to attend a meeting.

Section 5 Severability:

If any provision of these guidelines or the application thereof to any person or circumstances is adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or impair the validity of the other provisions of these regulations or the application thereof to other persons and circumstances.

Adoption date: []

Ref: Public Officers Law 103 (d)(2)