BOARD OF EDUCATION
HALF HOLLOW HILLS CENTRAL SCHOOL DISTRICT
MEETING OF MARCH 10, 2014

APPROVED AS WRITTEN – MARCH 24, 2014 – OFFICIAL COPY

MEMBERS PRESENT:	James Ptucha, President Frank Grimaldi, Vice President Diana Acampora Betty DeSabato Eric Geringswald David Kaston Paul Peller, M.D.
MEMBERS ABSENT:	None
ALSO PRESENT:	Kelly Fallon, Superintendent Patrick Harrigan, Deputy Superintendent Anne Marie Marrone Caliendo, Assistant Superintendent for Finance and Facilities John O'Farrell, Assistant Superintendent for Secondary Education Mary Rettaliata, Assistant Superintendent for Elementary Education Jack Feldman, Esq., Board Counsel Rosanne Marini, District Clerk
CALL TO ORDER:	The meeting, held at Vanderbilt Elementary School, was called to order by Mr. Ptucha at 7:00 p.m.
EXECUTIVE SESSION:	A Motion was made by Mr. Geringswald, seconded by Mr. Kaston, and carried unanimously (7-0) to convene into Executive Session at 7:00 p.m. in order to discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.
OPEN SESSION:	The meeting convened into Open Session at 8:20 p.m.
PLEDGE OF ALLEGIANCE:	Mr. Ptucha commenced the meeting with the Pledge of Allegiance.

The Board of Education and Administration introduced themselves to the audience.

Mr. Ptucha welcomed everyone to this evening's meeting and introduced Mr. Martin Boettcher, Principal of Vanderbilt Elementary School.

PRINCIPAL'S MESSAGE: Mr. Martin Boettcher, Principal of Vanderbilt Elementary School, welcomed everyone to Vanderbilt. At the Board of Education meeting held at Vanderbilt last year, Mr. Boettcher shared the accomplishments of the Vanderbilt Student Council because of their commitment to helping Long Islanders affected by hurricane Sandy. Their volunteer efforts at Camp Bulldog in Lindenhurst made a difference to many people in the community. As a result, they fostered friendships and were later recognized by a local company that donated $10,000 to their cause. Mr. Boettcher is proud to say that the tradition of giving continues and that they have remained committed in their efforts and continue to help others in some very progressive ways. Mr. Boettcher introduced some of the special children that truly make a difference: Kameron Ipektchi, Jillian Makover, John Nicholls, Michelle Gomez and Ava Palic. A video was presented highlighting Vanderbilt's accomplishments this year. Mr. Boettcher thanked Student Council Advisors Katherine Homenides and Bridget Conway for their wonderful work with Student Council; and he acknowledged Vanderbilt faculty and staff members here tonight.

Mr. Ptucha thanked the students of Vanderbilt who "really do make a difference" and thanked Mr. Boettcher for the wonderful leadership at Vanderbilt.

PRESENTATION: 2014-2015 Half Hollow Hills Budget Presentation/Discussion

Ms. Anne Marie Marrone Caliendo, Assistant Superintendent for Finance and Facilities, presented a 2014-2015 Budget Update. This evening's discussion focused on Capital Projects, Property Tax Levy Cap Formula, Revenues, and Equipment Highlights.

COMMENTS FROM VISITORS
ON THE PRESENTATION: Craig Gardy urged the Board not to cut any educational programs and use more reserves.

Mrs. Fallon stated, as she did during the February 24, 2014 Budget Worksession Meeting, that there will be no reductions to student programs in the 2014-2015 school year. In fact, we are looking to put some items back in place.

Ms. Caliendo stated that she has increased the use of restricted reserves, as well as unrestricted reserves.

Jill Kaufman had questions regarding the project involving FEMA and last year's freeze on spending and reserves.

MINUTES:

A Motion was made by Mrs. DeSabato, seconded by Dr. Peller, and carried unanimously (5-0) to approve the Minutes of the Veterans Exemption Public Hearing of February 24, 2014 as written. Mr. Grimaldi and Mr. Geringswald abstained because they were not in attendance.

A Motion was made by Mr. Kaston, seconded by Mrs. Acampora, and carried unanimously (5-0) to approve the Minutes of the Budget Worksession Meeting of February 24, 2014 as written. Mr. Grimaldi and Mr. Geringswald abstained because they were not in attendance.

A Motion was made by Mr. Kaston, seconded by Mrs. DeSabato, and carried unanimously (5-0) to approve the Minutes of the Veterans Exemption Special Meeting of February 26, 2014 as written. Mr. Grimaldi and Mr. Geringswald abstained because they were not in attendance.

BOARD COMMITTEE REPORTS:

Dr. Peller reported on the Board Facilities Committee Meeting held on February 25, 2014. Topics of discussion included facility improvements at Signal Hill and Vanderbilt Elementary Schools, District capital projects, restricted summer use of West Hollow Middle School due to improvements, and the potential leasing of closed buildings.

ACTION ITEMS:

PERSONNEL REPORT

Mrs. Fallon asked to take one Personnel Item out of order this evening.

Dr. Harrigan highlighted the following Administrative Appointment:

<u>Appointments/Probationary</u>
<u>Administrative</u>

1. Valerie Geiler 10.5 months, Middle School Assistant Principal/Candlewood Step 1A 06/01/2014 – 05/31/2017

A Motion was made by Mr. Ptucha, seconded by Mr. Geringswald, and carried unanimously (7-0) to approve the above Appointment.

A Motion was made by Mrs. Ptucha, seconded by Mr. Grimaldi, and carried unanimously (7-0) to take the remainder of the Personnel Report in its entirety including the Addendum.

A Motion was made by Mr. Grimaldi, seconded by Mr. Kaston, and carried unanimously (7-0) to approve the Personnel Report as follows:

A. District-wide Administration Requests for Action

a) Tenure Recommendation

Administrative

None

Certificated Personnel

None

B. Additional Compensation (see attachments)

a. Adaptive Physical Education Program
b. Athletics-Spring Coaching Staff Revised
c. Continuing Education
d. Family Life Program-Girls to Women
e. Intramurals (e1-e2)
f. January Regents Scoring/Revised
g. Athletics Longevity
h. M.I.T.E. Program/Revised
i. PDP
j. W.R.I.T.E. (j1-j3)

C. Certificated Employees

a) Retirement

Administrative

None

Certificated Personnel

None

b) Resignations

Administrative

None

Certificated Personnel

1. Yamina Gharsa Substitute Teacher/World Language effective end of day 02/28/2014

c) Termination

Administrative

None

Certificated Personnel

None

d) FMLA

Administrative/FMLA

None

Certificated Personnel/FMLA

1.	Suzanne Rowan	Teacher of the Deaf/District-wide	05/19/2014-10/17/2014
2.	Michael Patrovich	Physical Education/H.S. East and West	04/21/2014-05/30/2014
3.	Elizabeth Hardenburgh	Special Education/H.S. East	04/07/2014-09/05/2014
4.	Antonella Venditto	Foreign Language/H.S. East and West	05/01/2014-09/24/2014
5.	James Harris	Technology/West Hollow	02/24/2014-04/25/2014
6.	Matthew Gribbin	Physical Education/Sunquam revised	02/24/2014-04/11/2014

7.	Lisa Manzione	Math/H.S. West	revised	03/10/2014-06/06/2014
8.	Christine Bistany	Social Studies/West Hollow	revised	11/15/2013-02/28/2014
9.	Suzanne Stephenson	Special Education/H.S. East	revised	01/02/2014-03/12/2014
10.	Jennifer Carusillo	Special Education/H.S. East		05/29/2014-09/19/2014
11.	Adam Handburger	Guidance Counselor/West Hollow		04/22/2014-05/09/2014

e) Leave of Absence

Administrative/Leave of Absence

None

Certificated Personnel/Leave of Absence

None

f) Employees Returning to Regular Status

Certificated Personnel

None

g) Appointments/Probationary

Administrative

1. Valerie Geiler 10.5 months, Middle School Assistant Principal/Candlewood Step 1A
   06/01/2014-05/31/2017

Certificated Personnel

None

Appointments/Leave of Absence Replacements

Administrative

None

Certificated Personnel

1. Kerri Ciofrone (K. Sepp) ELA/West Hollow Step 3E 03/03/2014-06/30/2014

2. Appointments/Part-time/Term

Administrative

None

Certificated Personnel

1.	Nancy Massey	.4 Spec. Ed./Signal Hill/Part-time/Term	Step 1D	02/24/2014-06/30/2014
2.	Celia Rodriguez	.2 ELA/H S West/Part-time/Term	Step 1A	02/10/2014-06/30/2014
3.	Nina Hertz	.8 Speech/District-wide/Term	Step 23D	09/01/2014-06/30/2015
4.	Susan Knechtel	.5 Speech/District-wide/Term	Step 15D	09/01/2014-06/30/2015
5.	Rosanne Lauber	.4 Special Education/District-wide/Term	Step 25G	09/01/2014-06/30/2015

Changes

Certificated Personnel

			Step/Column change	Effective
1.	Andrew Black	CW/National Board Teacher Certification	Step 25L	02/01/2014
2.	Michelle Flammia	Otsego/National Board Teacher Certification	Step 12J	02/01/2014
3.	Christopher O'Brien	HSE/National Board Teacher Certification	Step 7G	02/01/2014
4.	David Pitman	HSE/National Board Teacher Certification	Step 14J	02/01/2014
5.	Dianne Rugen	VAN/National Board Teacher Certification	Step 19J	02/01/2014
6.	Donna Southard	HSE/HSW National Board Teacher Certification	Step 13J	02/01/2014
7.	Kimberly Steffens	CH/National Board Teacher Certification	Step 16J	02/01/2014

3. Substitutes

Administrative

None

Certificated Personnel

1.	Margaret Vastola	Per Diem Substitute/Elementary	02/24/2014
2.	Raymond Kronenbitter	Per Diem Substitute/Technology	02/24/2014
3.	Isabelle Eisenberg	Per Diem Substitute/World Language	02/24/2014
4.	Kaitlin O'Shea(S. Gutleber)	½ day Per Diem Sub/Forest Park	02/25/2014
5.	Kerri Ciofrone (K. Sepp)	Long Term/West Hollow/90+days, Step 3E	02/27 and 02/28/2014
6.	Christopher M. Maiorino	Perm Substitute/HSE	02/12/2014-06/30/2014

Substitutes for FMLA/Long Term Subs

1.	Isabelle Eisenberg	World Language/HSE and HSW	1/200th of Step 1A	03/03/2014 – 06/30/2014
2.	Raymond Kronenbitter (J.Harris)	Technology/West Hollow,	1/200th of Step 1A	02/24/2014 – 04/25/2014
3.	Corinne Van Wickler (N.Darling)	Math/West Hollow	1/200th of Step 1A	03/31/2014 – 06/27/2014
4.	Brian Brozzoski (N.Abrams)	Music/Candlewood	1/200th of Step 1A	03/03/2014 – 06/09/2014
5.	Helene Siegel (S.Rowan)	Hearing/CW, Otsego, and SH	1/200th of Step 1A	05/19/2014 –10/17/2014
6.	Brian Harris (M. Patrovich)	Physical Ed./CW, HSE and HSW	1/200th of Step 1A	04/21/2014 – 05/30/2014
7.	Slavomira Lorenzo (A.Venditto)	World Language/HSE and HSW	1/200th of Step 1A	04/30/2014 – 09/29/2014
8.	Shaun Hantzschel (E.Hardenburgh)	Spec. Ed./HSE	1/200th of Step 1A	04/07/2014 – 06/27/2014

4. Appointment/Provisional

Certificated Personnel

None

5. Appointment/Permanent

Certificated Personnel

None

6. Appointment/Recall

Certificated Personnel

1. Dennis Murphy, Guidance/West Hollow/Step 4E 03/24/2014

D. Non-Certificated Employees

a) Retirement

Non-Certificated Personnel

None

b) Resignations

Non-Certificated Personnel

1. Debra Coffey, Monitor/High School West 03/03/14
2. Jessica D'Auria, Special Education Paraprofessional/Candlewood 03/03/14
3. Jennifer Derner, Special Education Paraprofessional/High School East 03/10/14
4. Dayna Francisco, Special Education Paraprofessional/Paumanok 03/10/14
5. Michelle Gargiulo, Special Education Paraprofessional/West Hollow 02/27/14

6. Amy Lillis, Special Education Paraprofessional/Forest Park 03/03/14
7. Kim Neumann, Special Education Paraprofessional/High School West 02/14/14
8. Gregg Steinberg, Special Education Paraprofessional/Forest Park 02/10/14
9. Heather Wallace, Special Education Paraprofessional/Forest Park 03/14/14
10. Lucy Macchia, Monitor/High School East 02/16/14

c) Termination

Non-Certificated Personnel

None

d) Leaves of Absence/FMLA

Non-Certificated Personnel/FMLA

1. Danielle Caputo, Special Education Para/Candlewood (revision) w/o pay 02/05/14-05/15/14
2. Ilisa Flug, Special Education Paraprofessional/Sunquam 04/01/14-06/27/14

e) Employees Returning to Regular Status

Non-Certificated Personnel

None

f) Appointments/Probationary

Non-Certificated Personnel

None

g) Appointments/Leave of Absence Replacements

Non-Certificated Personnel

None

h) Appointments/Part-time/Term

Non-Certificated Personnel

None

i) Changes

Non-Certificated Personnel

1. Gina DeLuise, Paraprofessional/Chestnut Hill to High School East 02/24/14

j) Substitutes

Non-Certificated Personnel

1. Angela Cerina, Substitute Paraprofessional 03/11/14
2. Joseph Cottone, Substitute Monitor/High School East 03/11/14
3. Tina Napolitano, Substitute Monitor 03/11/14

k) Appointments/Provisional

Non-Certificated Personnel

None

l) Appointments/Permanent

Non-Certificated Personnel

1. Frances Hofacker, Food Service Worker/West Hollow 03/11/14
2. Karen Hart-Yarusso, Food Service Worker/High School East 03/11/14

m) Appointments/Reinstatement

Non-Certificated Personnel

None

n) Appointments – Monitors/Paraprofessionals, etc.

Non-Certificated Personnel

1. Brittany Carlson, Step 4/$14.86, Special Education Paraprofessional/High School East 03/11/14
2. Amy Mintz, Step 5/$15.15, Special Education Paraprofessional/Pupil Personnel 03/11/14
3. Ryan Shanks, Step 5/$15.15, Special Education Paraprofessional/West Hollow 03/11/14
4. Larry Timberlake, $25.00, Extended Day ABA/Pupil Personnel 03/11/14
5. Bryan Wallace, Step 4/$14.86, Special Education Paraprofessional/Forest Park 03/11/14

ADDENDUM TO THE PERSONNEL REPORT

C. Certificated Employees

d) FMLA

Administrative/FMLA

None

Certificated Personnel/FMLA

1. Nicole Jackson	Elementary/Signal Hill	revision	03/24/2014 – 06/20/2014
2. Jaclyn Tannazzo	ELA/West Hollow		04/22/2014 – 06/06/2014
3. Jacinta Perini	Elementary/Otsego		02/04/2014 – 03/21/2014

l) Substitutes

Administrative

None

Certificated Personnel

1. Lisa Ranneklev (T.McKenna) Permanent Sub/High School West 03/10/2014 – 06/06/2014

m) Substitutes for FMLA/Long Term Subs

1. Mary Vellon (N.Jackson) Elementary/Signal Hill, 1/200th of Step 1A 03/24/2014 – 06/20/2014
2. Thomas McKenna (L.Manzione)Math/High School West, 1/200th of Step 1A 03/10/2014 – 06/06/2014
3. Juliette Happe (J.Tannazzo) ELA/West Hollow, 1/200th of Step 1A 04/22/2014 – 06/06/2014
4. Lauren Hutchins (B.Tomasello) Special Ed./W. H. revision 1/200th of Step 1A 03/07/2014 – 06/27/2014
5. Lisa Marie Talbot (J.Perini) Elem./Otsego revision 1/200th of Step 1A 03/10/2014 – 03/21/2014
6. Brian Harris (M.Gribbin) Physical Ed./Sunquam 1/200th of Step 1A 02/24/2014 – 04/21/2014

BUDGET TRANSFERS:

A Motion was made by Mr. Grimaldi, seconded by Mrs. Acampora, and carried unanimously (7-0) to approve the Budget Transfers.

Mr. Ptucha asked for clarification on the District's legal fees.

Ms. Caliendo stated she is holding off on putting a solid number on the District's legal fees due to a number of expenses that have been incurred from FOIL's and law suits that have come forward. We will need to increase this particular code if this continues.

HEALTH SERVICES:

A Motion was made by Mr. Geringswald, seconded by Mrs. Acampora, and carried unanimously (7-0) to approve the following Health Services:

# of Students	Name of District	Contract Price	Private School
7	Deer Park UFSD	$6,229.37	Sts. Cyril & Methodius School
2	Great Neck P.S.	$1,881.44	North Shore Hebrew Academy
1	Patchogue Medford UFSD	$ 755.36	SAPPO
14	West Islip SD	$9,933.84	St. John the Baptist and Our Lady of Lourdes

NEW YORK SCHOOLS INSURANCE RECIPROCAL (NYSIR) CHECKS:

BE IT RESOLVED that the Board of Education accepts the New York Schools Insurance Reciprocal (NYSIR) check #83736 for $3,758.85.

Budget Amendment

WHEREAS the Board of Education has accepted the NYSIR check for $3,758.85

BE IT FURTHER RESOLVED that the Board of Education authorizes these funds to be added to the current 2013-2014 budget by increasing the appropriation as detailed below:

Appropriation		
A5510-465-12	Contract Repair-Buses	$3,758.85

A Motion was made by Mr. Kaston, seconded by Mr. Grimaldi, and carried unanimously (7-0) to approve the above Resolution.

MONTHLY BUDGET TRANSFERS INFORMATION REPORT:	The Budget Transfers for the month of February 2014 has been forwarded to the Board.
APPROPRIATION STATUS REPORT:	The Appropriation Status Report ending February 2014 has been forwarded to the Board.
BUDGET REVENUE STATUS REPORT:	The Budget Revenue Status Report ending February 2014 has been forwarded to the Board.
CLAIMS AUDIT REPORT:	The Claims Audit Report for the period ending February 28, 2014 as prepared by Michael Kearns, Claims Auditor, has been forwarded to the Board.
TREASURER'S REPORT:	The Treasurer's Report for the period ending December 2013 has been forwarded to the Board.
CASH FLOW SCHEDULE:	The Cash Flow Schedule ending December 2013 has been forwarded to the Board.
WARRANTS:	Bills pending Claims Auditor approval totaling $5,980,500.66. The Claims Audit Report of these bills will be provided at the next Board meeting.
CPSE RECOMMENDATIONS:	A Motion was made by Mrs. DeSabato, seconded by Mr. Geringswald, and carried unanimously (7-0) to approve the CPSE Recommendations of March 10, 2014.
CSE RECOMMENDATIONS:	A Motion was made by Mrs. DeSabato, seconded by Mrs. Acampora, and carried unanimously (7-0) to approve the CSE Recommendations of March 10, 2014.
IMPARTIAL HEARING OFFICER:	A Motion was made by Mr. Grimaldi, seconded by Dr. Peller, and carried unanimously (7-0) to appoint George Kandilakis as the impartial hearing officer for a special education student.

BOARD OF EDUCATION POLICY:

Mr. Geringswald offered the Second Reading of the following policies:

- **Policy #5111** ***Nonresident Pupils***
- **Policy #7450** ***Capital Assets Accounting and Inventory***
- **Policy #5533** ***Comprehensive Tobacco Policy***

A Motion was made by Mr. Geringswald, seconded by Mr. Grimaldi, and carried unanimously (7-0) to waive the literal reading of the above policies.

A Motion was made by Mr. Geringswald, seconded by Mr. Grimaldi, and carried unanimously (7-0) to approve the above policies.

Mr. Geringswald offered the First Reading of the following policies:

- **Policy #1530** ***Smoking and Other Tobacco Use on School Premises***
  a) This policy combines and replaces the following policies:
     i. Policy #3215 Smoking by Staff
     ii. Policy #4212 Smoking by Classified Employees
     iii. Policy #5512 Smoking by Pupils
- **Policy #1741 Home Schooled Students**
  a) This is a new policy, updated to reflect Chapter 217 of the Laws of 2008 which amended §3602-c of Education Law.
- **Policy #1900 Parental Involvement Policy for Title I Schools**
  a) This policy is as previously adopted and replaced Policy #2469
- **Policy #1925 Interpreters for Hearing-Impaired Parents**
  a) New policy and regulations, this is a required policy.
- **Policy #3000 Goals and Objectives for Administration**
  a) New policy. The supervision and coordination of the operations of the District's schools, consistent with board policy, are necessary for the development and maintenance of an effective learning environment.
- **Policy #3100 Superintendent of Schools**
  a) This policy is offered as a replacement to previously adopted Policy #1220.
- **Policy #3120 Duties of the Superintendent**
  a) This policy is offered as a replacement to previously adopted Policy #1230.
- **Policy #3230 Organizational Chart**
  a) This policy is offered as a replacement to previously adopted Policy #1111.

A Motion was made by Mr. Geringswald, seconded by Mr. Grimaldi, and carried unanimously (7-0) to waive the literal reading of the above policies.

A Motion was made by Mr. Grimaldi, seconded by Mrs. DeSabato, and carried unanimously (7-0) to approve the above policies.

RESOLUTION TO PUBLISH LEGAL NOTICE: A Motion was made by Mr. Grimaldi, seconded by Mrs. DeSabato, and carried unanimously (7-0) to approve the Resolution to Publish Legal Notice and the actual Legal Notice for the Annual District Election and Budget Vote to be held on May 20, 2014.

WESTERN SUFFOLK BOCES NOMINATIONS: A Motion was made by Mr. Grimaldi, seconded by Mrs. Acampora, and carried unanimously (7-0) to nominate Jeannette Santos and Peter Wunsch as candidates for re-election to the Board of Western Suffolk BOCES.

COMMENTS FROM VISITORS: Jill Kaufman asked about putting Board Policies on the website.

Dr. Harrigan stated the District is working with NYSSBA Policy Services at this point in time to create the platform that is required to place our policies online. We are approximately 2 months away from being live.

ADJOURNMENT: A Motion was made by Mr. Kaston, seconded by Mr. Grimaldi, and carried unanimously (7-0) to adjourn the meeting at 9:45 p.m.

Respectfully submitted,

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Rosanne Marini, District Clerk