# CARLE PLACE UNION FREE SCHOOL DISTRICT BOARD OF EDUCATION MEETING

High School North Cafeteria 7:00 p.m. Thursday – November 29, 2012

Pledge: Trustee Zaino Prayer: Trustee Bulzomi

Ser. 10 Workshop Meeting 11/29/12

Ser. 9 Business Meeting 11/08/12 Postponed to Nov 29, 2012 due to Snow Storm

Ser. 8 Workshop Meeting 10/24/12

# AGENDA CALL TO ORDER

1. Approve: Minutes of the Board of Education Meetings for:

1.1 September 13, 2012

1.2 September 27, 2012

1.3 October 1, 2012

1.4 October 11, 2012

1.5 October 24, 2012

## **COMMENTS:**

Board Members Superintendent Visitors

## First Reading of:

| Policy # 5632 | Pest Management and Pesticide Use                          |
|---------------|--|
| Policy # 6170 | Safety of Students (Fingerprinting Clearance of New Hires) |
| Policy # 7130 | Entitlement to Attend – Age and Residency                  |
| Policy # 7330 | Searches and Interrogations of Students                    |

## **Second Reading of:**

Policy # 5575 Medicaid Compliance Program Policy

#### **CONSENT AGENDA ITEMS**

## 2. Financial Reports

2.1 Treasurer's Report for September 2012

## 2.2 General Fund Warrant

Period of 10/01/12 to 10/31/12 Warrants # 12 and 13

Warrants # 12 and 13 1,045,496.31

2.3 Special Aid Fund Warrants # 6 and 7 40,637.68

2.4 Cafeteria Warrant # 3 20,329.22

2.5 Capital Fund Warrant # 4 875.95

2.6 Trust and Agency Fund Warrants # 9 and 10 37,943.57

## 2.7 Budget Status Report – All Funds Revenue Status Report – All Funds Trial Balance – All Funds (Under Separate Cover)

## 3. Personnel

| NAME             |                         | SER  | SERVICE AREA |   |  |                            | TEP      | EFF. DATE |           |                   |
|------------------|-------------------------|------|--------------|---|--|----------------------------|----------|-----------|-----------|-------------------|
| 3.1              | RESOLVED: resignation:  | that | the          | Board                                       | of   | Education                  | accepts  | the       | following | non-instructional |
|                  | Helen Vessa             |      |              | Cher  | Clerk-Typist<br>Cherry Lane<br>(for purposes of retire |                            |          |           |           | 11/30/12          |
| 3.2              | RESOLVED: terminations: | that | the          | Board                                       | of   | Education                  | approves | the       | following | non-instructional |
|                  | Annette Morr            |      |              | Clerk<br>part-<br>Distr                     | time   | , substitute               |          |           |           | 11/9/12           |
|                  | Annette Morr            |      |              |   | time   | tenographe<br>, substitute | r        |           |           | 11/9/12           |
|                  | Laura Didyk             |      |              | Teac<br>part-<br>Distr                      | time   | Aide<br>, substitute       |          |           |           | 11/9/12           |
|                  | Gina Fassino            |      |              | Teac<br>part-<br>Distr                      | time   | Aide<br>, substitute       |          |           |           | 11/9/12           |
| Carmela Portelli |                         |      | part-        | Teacher Aide part-time, substitute District |  |                            |          | 11/9/12   |           |                   |

**3.3 RESOLVED:** that the Board of Education approves the following instructional paid leaves of absence:

Joseph Geluso Music Teacher 11/5/12

Rushmore Avenue (through date to be determined)

Note: Mr. Geluso will be using accrued sick leave to cover his absence.

Nicole Mulhearn Special Education Teacher 12/17/12

Rushmore Avenue (through date to be determined)

Note: Ms. Mulhearn will be using accrued sick leave to cover her absence.

**3.4 RESOLVED:** that the Board of Education approves the following instructional unpaid leave of absence:

Claire Sohn Elementary Teacher 11/26/12 – 6/21/13

Rushmore Avenue

Note: Ms. Sohn's previous request for a paid leave of absence will end on November 21, 2012.

**3.5 RESOLVED:** that the Board of Education approves the following instructional recision:

Kelly Chios Substitute Teacher 11/20/12

District (2012-2013 school year)

**3.6 RESOLVED** that the Board of Education approves the following instructional appointments:

Christine Emanuelli Special Education Teacher per Teachers' 11/9/12

.6 Leave Replacement contract (through date to be determined)

Middle School/High School

Joseph Estrema, Jr. Elementary Band Teacher per Teachers' 11/30/12

Leave Replacement contract (through date to be determined)

Rushmore Avenue

#### SUBSTITUTE TEACHERS/NURSE 2012-2013 SCHOOL YEAR

Effective November 30, 2012, the following individuals have been recommended as substitute teachers for the 2012-2013 school year:

Elizabeth Cottell Rosemarie Mathys Jennifer Silver

Effective November 30, 2012, the following individual has been recommended as a substitute nurse for the 2012-2013 school year:

Robert Stahl

Note: Required documentation and fingerprint clearance are on file for the above-listed individuals.

**3.7 RESOLVED:** that the Board of Education approves the following non-instructional appointments:

Joseph ladevaia Cleaner per Custodial 11/30/12

part-time substitute contract

District

Marianne Kelly Van Voorhees Teacher Aide per Teacher Aide 11/30/12

part-time substitute contract

District

**BE IT FURTHER RESOLVED** that the above appointments are subject to and contingent upon approval by the Nassau County Civil Service Commission.

## 4. **Budget Transfer**

**4.1 RESOLVED:** that the Board of Education approves a budget transfer in the amount of \$321,625.08 to re-allocate the budget for personnel re-assignments and contract modifications as per the attached.

|              | FROM        |           |              | <u>TO</u>        |           |
|--------------|-------------|-----------|--------------|------------------|-----------|
| ACCT CODE    | ACCT NAME   | AMOUNT    | ACCT CODE    | ACCT NAME        | AMOUNT    |
| A9046.801-00 | H.I. PROG.  | 1,000.00  | A1040.160-90 | DIST CLK N/C SAL | 1,000.00  |
| A9046.801-00 | H.I. PROG.  | 39,411.60 | A1240.150-90 | SUPT SAL         | 39,411.60 |
| A9046.801-00 | H.I. PROG . | 3,770.91  | A1240.160-90 | SUPT OFF N/C SAL | 3,770.91  |
| A9046.801-00 | H.I. PROG.  | 8,745.00  | A1310.150-90 | B/O CERT SAL     | 8,745.00  |
| A9046.801-00 | H.I. PROG.  | 2,629.50  | A1310.151-90 | ASST BUS ADMIN   | 2,629.50  |
| A9046.801-00 | H.I. PROG.  | 6,804.58  | A1310.160-90 | B/O N/C SAL      | 6,804.58  |
| A9046.801-00 | H.I. PROG.  | 4,409.24  | A1325.160-90 | TREAS N/C SAL    | 4,409.24  |
| A9046.801-00 | H.I. PROG.  | 9,055.00  | A1430.160-90 | PERSNL N/C SAL   | 9,055.00  |
| A9046.801-00 | H.I. PROG.  | 5,896.00  | A1620.150-90 | DIR OF FAC.      | 5,896.00  |
| A9046.801-00 | H.I. PROG.  | 2,165.40  | A1620.160-10 | CUST SAL-CL      | 2,165.40  |
| A9046.801-00 | H.I. PROG.  | 212.20    | A1620.160-20 | CUST SAL-RU      | 212.20    |
| A9046.801-00 | H.I. PROG.  | 2,325.00  | A2010.150-90 | CUR DEV SAL      | 2,325.00  |
| A9046.801-00 | H.I. PROG.  | 2,651.00  | A2010.160-90 | CUR DEV N/C SAL  | 2,651.00  |
| A9046.801-00 | H.I. PROG.  | 1,100.00  | A2020.150-10 | CERT SAL-CL      | 1,100.00  |
| A9046.801-00 | H.I. PROG.  | 1,100.00  | A2020.150-20 | CERT SAL-RU      | 1,100.00  |
| A9046.801-00 | H.I. PROG.  | 1,434.38  | A2020.150-30 | CERT SAL-MS      | 1,434.38  |
| A9046.801-00 | H.I. PROG.  | 0.20      | A2020.150-90 | SUPV SAL         | 0.20      |
| A9046.801-00 | H.I. PROG.  | 3,756.10  | A2020.160-10 | CL OFF N/C SAL   | 3,756.10  |
| A9046.801-00 | H.I. PROG.  | 4,218.95  | A2020.160-20 | RU OFF N/C SAL   | 4,218.95  |
| A9046.801-00 | H.I. PROG.  | 3,469.75  | A2020.160-30 | MS N/C SAL       | 3,469.75  |
|              | FROM        |           |              | <u>TO</u>        |           |
| ACCT CODE    | ACCT NAME   | AMOUNT    | ACCT CODE    | ACCT NAME        | AMOUNT    |
| A9046.801-00 | H.I. PROG   | 12,516.28 | A2020.160-40 | HS N/C SAL       | 12,516.28 |
| A9046.080-10 | H.I. PROG.  | 8,099.89  | A2020.163-10 | CL N/C P/T SAL   | 8,099.89  |
| A9046.801-00 | H.I. PROG.  | 14,325.20 | A2021.150-90 | SP ED DIR SAL    | 14,325.20 |

| A2110.120-10     | TCHR SAL-CL    | 58,489.80       | A2110.120-20 | TCHR SAL-RU    | 58,489.80       |
|------------------|----------------|-----------------|--------------|----------------|-----------------|
| A2110.120-40     | TCHR SAL-HS    | 26,287.62       | A2110.120-20 | TCHR SAL-RU    | 26,287.62       |
| A2110.161-20     | TCHR AIDES-RU  | 8,084.10        | A2110.611-10 | TCHR AIDES-CL  | 8,084.10        |
| A2110.161-40     | TCHR AIDES-HS  | 4,951.52        | A2110.161-10 | TCHR AIDES-CL  | 4,951.52        |
| A2250.150-20     | HAND SAL-RU    | 12,385.80       | A2250.150-40 | SP ED TCHRS    | 12,385.80       |
| A2250.164-10     | SP ED AIDES-CL | 2,335.65        | A2250.164-20 | SP ED AIDES-RU | 2,335.65        |
| A2250.164-40     | SP ED AIDES-HS | 5,714.99        | A2250.164-20 | SP ED AIDES-RU | 5,714.99        |
| A2251.164-40     | AUT AIDES-HS   | 18,471.57       | A2251.164-10 | AUT AIDES-CL   | 18,471.57       |
| A2250.164-40     | SP ED AIDES-HS | 21,596.18       | A2251.164-10 | AUT AIDES-CL   | 21,596.18       |
| A2610.150-20     | RU LIBRARIAN   | 0.20            | A2610.150-10 | CL LIBRARIAN   | 0.20            |
| A9046.801-00     | H.I. PROG.     | 3,467.35        | A2610.160-90 | AV SAL-N/C     | 3,467.35        |
| A9046.801-00     | H.I. PROG.     | 2,055.00        | A2630.150-90 | DIR CMPTR TECH | 2,055.00        |
| A9046.801-00     | H.I. PROG.     | 3,608.00        | A2630.160-90 | N/C TECH SAL   | 3,608.00        |
| A9046.801-00     | H.I. PROG.     | 350.10          | A2630.164-90 | TECH AIDES     | 350.10          |
| A9046.801-00     | H.I. PROG.     | 6,445.11        | A2810.16-040 | GUID-N/C SAL   | 6,445.11        |
| A9046.801-00     | H.I. PROG.     | 300.00          | A2815.160-10 | NURSE SAL-CL   | 300.00          |
| A9046.801-00     | H.I. PROG.     | 300.00          | A2815.160-20 | NURSE SAL-RU   | 300.00          |
| A9046.801-00     | H.I. PROG.     | 1,002.26        | A2815.160-40 | NURSE SAL-HS   | 1,002.26        |
| A9046.801-00     | H.I. PROG.     | 54.15           | A2825.151-90 | COURT APP      | 54.15           |
| A9046.801-00     | H.I. PROG.     | 2,629.50        | A5510.150-90 | TRANS-CERT SAL | 2,629.50        |
|                  |                |                 | A7140.150-   |                |                 |
| A7140.300-901000 | SMR BB SUPP    | 2,700.00        | 901000       | SMR BB-INS SAL | 2,700.00        |
|                  |                |                 | A7140.160-   |                |                 |
| A7140.300-901000 | SMR BB SUPP    | <u>1,300.00</u> | 901000       | SMR BB-NON INS | <u>1,300.00</u> |
|                  |                | \$321,625.08    |              |                | \$321,625.08    |

## 5. **Emergency Fuel Purchase**

**5.1 RESOLVED:** that the Board of Education approves the emergency purchase of fuel totaling \$3,233.22 for district vehicles and equipment. Such emergency purchases were made on purchase order numbers 120842 (Petro Commercial Services), 120844 (Jericho UFSD), and 120848 (Town of North Hempstead), as per the attached. These emergency purchases were necessary as a result of fuel shortages with our current provider due to Hurricane Sandy.

## 6. <u>Corrective Action Plans</u>

**6.1 RESOLVED:** that the Board of Education approves the corrective action plan for the items raised in the management letter that resulted from our external audit for the period ended June 30, 2012.

## 7. <u>Authorization for Litigation</u>

**7.1 WHEREAS,** the Board of Education desires to reclaim funds from an individual, named in executive session.

**NOW THEREFORE BE IT RESOLVED,** that the Board of Education authorized the commencement of a legal action in the Commercial Small Claims Part of the District Court of Nassau County, against said individual to reclaim funds owed the District and any attendant interest.

#### 8. Adoption of Policy # 5575

**8.1 RESOLVED:** that the Board of Education approves the adoption of the following policy which is attached:

Policy # 5575 Medicaid Compliance Program Policy

## 9. Consultant Services Agreement

**9.1 RESOLVED:** that the Board of Education approves the consultant services agreement with the Creative Tutoring, Inc. and the Carle Place Union Free School District from April 1, 2012 through June 30, 2012.

#### 10. Committee on Special Education

**10.1 RESOLVED:** that the Board of Education has arranged for appropriate programs and services commensurate with CPSE/CSE determination meetings held as follows:

#### MEETING DATE

09/20/2012

09/21/2012

09/27/2012

10/04/2012

10/19/2012

## 11. Committee on Pre-School Special Education

**11.1 RESOLVED:** that the Board of Education has arranged for appropriate programs and services commensurate with CPSE/CSE determination meetings held as follows:

# **MEETING DATE**

10/11/2012

10/16/2012

10/19/2012

## **Comments**

Adjournment