

Little Flower Union Free School District
Board of Education
Organizational Meeting & Regular Meeting
Wednesday July 10, 2017
Video Conference Room– 4 p.m.

Walter Denzler, President
Charles Drexel, Vice President
Gary Bixhorn
Joseph Delgado
Raymond Fell
Corinne Hammons
Nancy Hancock
Grace LoGrande
Sandra Townsend

MEMBERS PRESENT

Cynthia Stachowski, Superintendent
Ann O. Romeo, Asst. Supt. for Business
William Glasshagel, Principal
Robert Scappatore, Director Curriculum/Data/Technology
Kathleen Nolan, District Clerk

ALSO PRESENT

1. 4:03 p.m. meeting called to order and Superintendent Stachowski led the pledge of allegiance.

CALL TO ORDER/
PLEDGE:

- 2.1 District Clerk administered Oath of Office to reappointed board members Raymond F. Fell and Sandra Townsend.

NEW BOARD
MEMBERS

- 3.1 C. Drexel moved, G. LoGrande seconded nomination of Walter Denzler for Board President.

ELECTION OF
OFFICERS

C. Drexel moved, G. LoGranded seconded nominations to be closed, carried 8-0, 1 vote cast,

Walter Denzler elected Board President.

4:04 p.m. G. Bixhorn arrived to meeting.

- 3.2 J. Delgado moved, S. Townsend seconded nomination of Charles Drexel for Vice President.

J. Delgado moved, S. Townsend seconded nominations to be closed, carried 9-0, 1 vote cast.

Charles Drexel elected Vice President

3.3 Oaths of Office administered to President and Vice President by District Clerk Nolan.

4. C. Hammons moved, G. LoGrande seconded, carried 9-0 to appoint the following officers for 2017-2018. APPOINTMENT OF OFFICERS

4.1 Kathleen Nolan, District Clerk

4.2 Frank Vu, District Treasurer

4.3 Ann O. Romeo, Deputy Treasurer

4.4 Oaths of Office administered to District Clerk and Deputy Treasurer. District Treasurer to be sworn in District Office.

5. S. Townsend moved, J. Delgado seconded, carried 9-0 to remove the following Other Appointments: OTHER APPOINTMENTS

Labor Relations:	Kevin A. Seaman, Esq.
Special Ed. Counsel:	Frazer & Feldman, LLP

C. Hammons moved, G. LoGrande seconded, carried 9-0 to approve the following other appointments for 2017-2018:

5.1 School Attorney

Bond Counsel:	Hodgson Russ, LLP
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Capital Project:	Hodgson Russ, LLP
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5.2 Attendance Officer: Ann Riccio

5.3 Independent Auditor: Cullen & Danowski, LLP

5.4 Claims Auditor: Cerini & Associates, LLP

5.5 Records Access Officer: Kathleen Nolan

5.6 Asbestos (LEA) Designee: Scott Lambeck

5.7 Purchasing Agent: William Glasshagel

5.8 504 Compliance Officer: William Glasshagel

5.9 Title IX Officers: Claudia Ruggiere
Roger Foster

5.10 Dignity Act Coordinator: William Glasshagel

- 5.11 Qualified Lead Evaluator Robert Scappatore
- 5.12 Committee on Special Education:
 - Chairperson Jessica Frost
 - Chairperson (no stipend) William Glasshagel
 - Physician Dr. Jeffrey Hammerman
 - School Psychologist Jessica Frost
 - Nursing Supervisor Adeline Ruiz
 - Parent Member Pending
 - School Social Worker Roger Foster
- 5.13 E-Rate Consultant Intergra Inc.
- 5.14 403(b) Third Party Administrator The Omni Group
- 5.15 Financial Advisor Piper Jaffray & Co.
- 5.16 Architect Bartlett, Amoruso & Reece PC

6. C. Drexel moved, G. LoGrande seconded, carried 9-0 to approve the following designations for 2017-18. DESIGNATIONS

- 6.1 Official Bank Depository: People's United Bank
Key Bank
- 6.2 Regular Meeting: Fourth Monday of each month
Education Law 1708
- 6.3 Official Newspaper: Riverhead News-Review
Education Law 2004

7. S. Townsend moved, R. Fell seconded, carried 9-0 to approve the following authorizations for 2017-18. AUTHORIZATIONS

- 7.1 Superintendent to Certify Payrolls.
- 7.2 Superintendent to Authorize Conference, Convention, and Workshop Attendance.
- 7.3 District Treasurer to Establish \$100.00 Petty Cash Fund.
- 7.4 Treasurer, Superintendent, and Assistant Superintendent for Business designated as District Check Signers.
- 7.5 Superintendent to Approve Budget Transfers in the amount not to exceed \$5,000.

7.6 Superintendent to apply for Grants in Aid (Federal and State).

8. S. Townsend moved, C. Hammons seconded, carried 9-0 to Bond the District Treasurer and the Deputy Treasurer in the amount of \$500,000 for 2017-18. OFFICIAL UNDERTAKINGS

9. N. Hancock moved, R. Fell seconded, carried 9-0 to to approve the following items for 2017-18. OTHER

9.1 Re-adopt all previously approved policies and code of ethics in effect during previous year

9.2 Establish the mileage rate according to the Federal set rate for 2017-18.

9.3 Approve the Health Insurance Buyout waiver of family policy at \$4,700 and individual policy at \$2,350 for 2017-18.

9.4 Approve the Summer School Rates.

<u>Position</u>	<u>Hourly Rate</u>
School Psychologist	\$35.00
School Social Worker	\$35.00
Guidance Counselor	\$35.00
Speech Teacher	\$35.00
Certified Teacher	\$35.00
Substitute Teacher	\$29.00
Teaching Assistants	\$18.00
Teacher Aide or 1:1 Aide (Certified)	\$18.00
Teacher Aide or 1:1 Aide	\$15.00
Behavioral Support Staff	\$24.00
Behavioral Support Team Leader	\$29.00
Security Staff	\$24.00

9.5 Approve the Substitute Teachers Rate at \$130.00 per day and Substitute Teaching Assistant, Security/ Behavior Support Staff and Teacher Aide rate at \$14.00 per hour, for 2017-18.

9.6 Approve the following Stipends for 2017-18:

Student Resource Coordinator	\$3,000
VADIR Coordinator	\$3,000
CSE Chairperson	\$3,500

THIS CONCLUDES THE BUSINESS OF THE ORGANIZATIONAL MEETING AND COMMENCES THE BUSINESS OF THE REGULAR JULY MEETING

1. President Denzler welcomed all and handed meeting over to Superintendent Stachowski BOARD PRESIDENTS
REPORT

2. Superintendent Stachowski reported on the following: SUPERINTENDENTS
REPORT
 - **Update Marcellino/Nolan Bill** – This bill was never brought to table, no reason or explanation was given. Perhaps, when they return to session in January it will be reintroduced.
 - **Action Items** - To better address the needs of students, the district is looking to increase the Speech Teacher position from .8 to 1.00 FTE. Due to the resignation of our Physical Education teacher the district will be hiring a summer replacement and will be seeking candidates for the fall. Of the two bids submitted for the cleaning service contract, OneService was the lowest. Their bid was lower than last year.
 - **Justice Center Overview** - The District recently was red-flagged because we didn't have many incidents. We have worked hard to get off the Persistently Dangerous list and as a result we don't have significant instances. The Center audited our May incidents and identified incidents that should have been called in. They will be investigating the identified incidents which may or may not require corrective action depending on the specific incident.
 - **Sanctuary Community Meeting** -The Board participated in a Sanctuary Community Meeting. Each member had an opportunity to choose and ask one member the three key questions: How are you feeling? What is your goal for today? Who are you going to ask for help? In the fall we will begin looking at what actions the district can take to enhance the goal of implementing Sanctuary Model with an indepth understanding of the "Four Pillars", by April.
 - **Did You Know That** -
Scott Lambeck, our maintenance person, has gone above and beyond in regard to the move during the construction project. He has come in early and left late as well as being a calming presence for all. The Superintendent also wanted administration and office staff to be recognized for their help and support. The annual SCOPE Dinner will be held on Thursday August 10th. Please let Superintendent Stachowski know by this Friday if you would like to attend.

3. W. Glasshagel reported that June's Graduation was quite the success with 11 Graduates (2 scheduled August Graduates). One of the highlights of the ceremony was listening to those who spoke on behalf of each student. PRINCIPAL'S
REPORT

4. R. Scappatore reported that the Summer Program was a bit of a challenge to put together given the circumstances of relocating the summer school program due to interior renovations of the whole building. This DIRECTOR'S
REPORT

Summer Program will have approximately 104 students as well as a lot of new staff. There has been a great deal of planning and prep with the agency and staff to ensure it will run smoothly.

- 5. G. LoGrande moved, N. Hancock seconded, carried 9-0 to approve the consent agenda. CONSENT AGENDA
- 5.1 G. LoGrande moved, N. Hancock seconded, carried 9-0 to approve minutes of the Regular Meeting of Monday June 19, 2017. Minutes
- 5.2 FINANCIAL MATTERS
 - a. G. LoGrande moved, N. Hancock seconded, carried 9-0 to approve the Treasurer’s Report for the month of June 2017. Treasurer’s Report
 - b. G. LoGrande moved, N. Hancock seconded, carried 9-0 to approve the following: Warrants
 - Warrants #46, 47, 48, 49
 - Capital Warrant #6

(Other Financial Reports not available at this time, pending year-end closing)
 - c. G. LoGrande moved, N. Hancock seconded, carried 9-0 to approve the following Budget Transfers: Budget Transfers

06/30/17 LITTLE FLOWER UFSD
APPROVED BUDGET TRANSFER SCHEDULE - GF TRANSFERS 2016-17

		GENERAL FUND	
ACCOUNT	DESCRIPTION	TRANSFER OUT	TRANSFER IN
A1620.45	O&M-MATERIALS & SUPPLIES	1,275.00	
A1621.16	MAINT/CUSTODIAL SALARIES		1,275.00
A2110.4501	SUPPLIES - GENERAL SCHOOL		1,200.00
A2110.4502	SUPPLIES - COPY & PRINT	2,000.00	
A2110.4503	SUPPLIES - COMPUTER		1,700.00
A2110.4510	SUPPLIES - CASAZZA, S / CLASSRM		300.00
A2110.4512	SUPPLIES - CASAZZA, R / CLASSRM		200.00
A2110.4513	SUPPLIES - CITTADINO / CLASSRM		125.00
A2110.4514	SUPPLIES - COLFER / CLASSRM	300.00	
A2110.4516	SUPPLIES - DOYLE-HORTON / CLASSRM	800.00	
A2110.4517	SUPPLIES - HESSE / CLASSRM	400.00	
A2110.4518	SUPPLIES - HUSE / CLASSRM	200.00	
A2110.4519	SUPPLIES - MALLON / CLASSRM	100.00	

A2110.4520	SUPPLIES - EVOLA / CLASSRM	100.00	
A2110.4521	SUPPLIES - MYLER / CLASSRM	400.00	
A2110.4523	SUPPLIES - ZAWOLIK / CLASSRM	1,000.00	
A2110.4530	SUPPLIES - ALLEN / ART	900.00	
A2110.4531	SUPPLIES - GENNA / BUSINESS ED	375.00	
A2110.4532	SUPPLIES - HAGERMAN / CONSUM SCI		600.00
A2110.4534	SUPPLIES - SAMUELSON / MUSIC		150.00
A2110.4535	SUPPLIES - CONLON / PHYS ED/HEALTH		3,000.00
A2110.4536	SUPPLIES - BANNON / TECH ED	400.00	
A2110.4540	SUPPLIES - LIBRARY	300.00	
A2250.16	1:1 AIDE SALARIES	1,500.00	
A2330.40	HOSP INSTR / OT / PT - CONTRACTUAL		1,500.00
TOTAL TRANSFER - 06/30/17		10,050.00	10,050.00
NET TRANSFER			0.00

06/30/17

LITTLE FLOWER UFSD

APPROVED BUDGET TRANSFER SCHEDULE - FED TRANSFERS 2016-17

FEDERAL FUND

ACCOUNT	DESCRIPTION	TRANSFER OUT	TRANSFER IN
F2310.40	PURCHASED SERVICES - SEC 611	214.00	
F2310.46	TRAVEL EXPENSES - SEC 611	97.56	
F2310.49	BOCES SERVICES - SEC 611	20.22	
F2310.45	SUPPLIES&MATERIALS - SEC 611		331.78
TOTAL TRANSFER - 06/30/17		331.78	331.78
NET TRANSFER			0.00

5.3 No recommendations at this time

CSE
Recommendations

5.4 G. LoGrande moved, N. Hancock seconded, carried 9-0 to approve the following personnel items:

PERSONNEL

a. Appointments

Employees Entering
District – P/T Temporary
(2017-18 Summer
Positions)

Speech – hourly at \$35/hr
Lauren Bilello (2 days per week)

Guidance – hourly at \$35/hr
Claudia Ruggiere (1 week)

Social Worker – hourly at \$35/hr
Roger Foster

School Psychologist – hourly at \$35/hr

Jessica Frost
Joseph Morris

Teacher (Certified) – hourly at \$35/hr

Denise Allen	Steven Glasshagel
Marie Caporusso	Akkhapol Huse
Robert Casazza	Tara Kurass
Sean Colfer	Derek Kendall
Halona Deloney	Stefan Zawolik
Pamela Dougal	

Teacher (Substitute) – hourly at \$29/hr

Josie Bailey	Paul Maggio
Omar Corridon	

Teaching Assistant – hourly at \$18/hr

Kimberly Brown	Marissa Plactere
Kenyetta Davis	Caulette Robinson
Christine Engelbert	Rich Rogers
Gaye Grandy	Debra Saunders-Wilson
Kristen Kestel	Tiffany Wallahora
Paul Maggio	Barbara Wright
Brendan McMahon	

Teacher Aides – hourly at \$15/hr

Robert Bianchi-Fruin	Bryanna Ray
Joshua Conner	Cody Rogers
Meghan Cordaro	Samuel Ruffin
Brittany Evola	Jonathan Saric
Rena Gebbia	Roni Schunk
Carla Gitto	Ashley Seiter
Darren Kropp	Jason Slote
Kathryn Peterson	Kamala Thompson
Robert Piecuch	Maureen Vu

Behavioral Support Leader – hourly at \$29/hr

James Mercurio
Gregory Dates

Behavioral Support – hourly at \$24/hr

Gregory Cross

David Jefferson

Kevin Pertillar

Michelle Smith

Security – hourly at \$24/hr

Vincent Berretta

Sharon Coffey

Dylan Daniels

Vito Giammarella

Steven Slote

Eric Williams

Employees Leaving
District – F/T Permanent

- b. Scott Conlon, Physical Education Teacher, resignation effective July 1, 2017, for other employment.

- c. Abolish the Speech Teacher position, 0.8 FTE, effective September 1, 2017.
Establish one Speech Teacher position (full time, 10 month) effective September 1, 2017

Staffing Positions

- d. In cases of emergency or significant weather conditions where the Superintendent or his/her designee calls for delayed opening or early dismissal of school, staff who are employed on an hourly basis, and who report to work for the entire modified school day, shall be paid for the hours of a standard school day.

Delayed Opening/
Early Dismissal

NEW BUSINESS

- 6.1 G. LoGrande moved, C. Hammons seconded, carried 9-0 to approve the 2017-18 Board Meeting Calendar.

2017-29 BOE
Meeting Calendar

- 6.2 G. LoGrande moved, C. Hammons seconded, carried 9-0 to award the bid for Night Cleaning Services (#2017-Bid-1) to OneService Commercial Building Maintenance Inc. at the cost of \$3,107.00 monthly for 2017-18, \$2,950.00 monthly for 2018-19, and \$3,010.00 monthly for 2019-20.

Night Cleaning
Services

7. S. Townsend moved, G. LoGrande seconded, carried 9-0 to adopt the following:

BOARD POLICIES

Wellness (5661)

8. All members wished each other a pleasant summer and are looking forward to returning in September.

Board Forum

9. At 4:56 pm J. Delgado moved, C. Drexel seconded, carried 9-0 to adjourn.

Adjournment

Respectfully submitted,



Kathleen A. Nolan
District Clerk

Approved: September 18, 2017