

Little Flower Union Free School District
Board of Education
Organizational Meeting & Regular Meeting
Wednesday July 13, 2016
Little Flower Classroom– 4 p.m.

Walter Denzler, President
Joseph Delgado
Charles Drexel
Monroe Hale
Nancy Hancock
Grace LoGrande
Sandra Townsend

MEMBERS PRESENT

Raymond Fell
Corinne Hammons

MEMBERS ABSENT

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. Kathleen Nolan called the meeting to order at 4:05 p.m. and led the pledge of allegiance.

CALL TO ORDER/
PLEDGE:

- 2.1 District Clerk administered Oath of Office to reappointed board member Nancy Hancock.

NEW BOARD
MEMBERS

- 3.1 C. Drexel moved, M. Hale seconded nomination of Walter Denzler for Board President.

ELECTION OF
OFFICERS

C. Drexel moved, M. Hale seconded nominations to be closed, carried 7-0, 1 vote cast,

Walter Denzler elected Board President.

- 3.2 J. Delgado moved, W. Denzler seconded nomination of Charles Drexel for Vice President.

J. Delgado moved, W. Denzler seconded nominations to be closed, carried 7-0, 1 vote cast.

Charles Drexel elected Vice President

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

APPOINTMENT OF
OFFICERS

4. G. LoGrande moved, S. Townsend seconded, carried 7-0 to appoint the following officers for 2016-2017.

- 4.1 Kathleen Nolan, District Clerk
- 4.2 Frank Vu, District Treasurer
- 4.3 Ann O. Romeo, Deputy Treasurer
- 4.4 District Clerk, Deputy Treasurer, District Treasurer to be sworn in District Office.

OTHER
APPOINTMENTS

5. G. LoGrande moved, S. Townsend seconded, carried 7-0 to approve the following other appointments for 2016-2017:

- 5.1 School Attorney

Labor Relations: Kevin A. Seaman, Esq.

General Council: Frazer & Feldman, LLP

Bond Counsel: Barclay Damon LLP

Capital Project: Hodgson Russ, LLP

- 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
Speech Therapist	Maureen Ehrhardt
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. G. LoGrande moved, S. Townsend seconded, carried 7-0 DESIGNATIONS
to approve the following designations for 2016-17.

6.1 Official Bank Depository: Suffolk County National Bank
First Niagra Bank, N.A.

6.2 Regular Meeting: Fourth Monday of each month
Education Law 1708

6.3 Official Newspaper: The News Review
Education Law 2004

7. G. LoGrande moved, S. Townsend seconded, carried 7-0 AUTHORIZATIONS
to approve the following authorizations for 2016-17.

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. G. LoGrande moved, S. Townsend seconded, carried 7-0 to Bond the District Treasurer and the Deputy Treasurer in the amount of \$500,000 for 2016-17. OFFICIAL UNDERTAKINGS

9. G. LoGrande moved, S. Townsend seconded, carried 7-0 to to approve the following items for 2016-17. 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 2016-17.

9.3 Approve the Health Insurance Buyout waiver of family policy at \$4,700 and individual policy at \$2,350 for 2016-17.

9.4 Approve the Summer School Rates.

<u>Position</u>	<u>Hourly Rate</u>
School Psychologist	\$33.00
School Social Worker	\$33.00
Guidance Counselor	\$33.00
Speech Teacher	\$33.00
Certified Teacher	\$33.00
Substitute Teacher	\$27.00
Teaching Assistants	\$17.00
Teacher Aide or 1:1 Aide (Certified)	\$17.00
Teacher Aide or 1:1 Aide	\$13.00
Behavioral Support Staff	\$22.00
Behavioral Support Team Leader	\$27.00
Security Staff	\$22.00

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 \$13.00 per hour, for 2016-17.

9.6 Approve the following Stipends for 2016-17:

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
 - **Capital Project Update** – We've submitted all of our paperwork with the State. The bids went over budget, we can do about 85% of the project. We're waiting on two items: additional funds for construction to be approved by DOB and the building permit from SED. The Closing date is set for July 27, 2016. Questions about the possibility of delaying bids and likelihood of the building permit being issued were discussed.
 - **Suffolk County DSS Status** - We weren't happy with the latest communication from SCDSS (saying payment would be made in the 3rd quarter), so I called John Kennedy the Comptroller and sent a letter to Commissioner John O'Neill requesting payment within 30 days.
 - **Cleaning Service Bids** - The possible partnership with Riverhead CSD didn't work out, so I'm recommending the low bid for cleaning services.
 - **Did You Know That** - We have to change the Board meeting dates due to some conflicts with scheduling.

3. W. Glasshagel reported that back several years when we started the Inner Lights program the State wasn't approving new autistic placements. Now we've received approval to waive placement for a student classified as autistic. Currently we house 34 students, and the Agency and School are aligned and able to accept students in the upper range. PRINCIPAL'S
REPORT

4. R. Scappatore reported that on the technical front we've made our transition to Lightpath. It went smoothly, but we haven't taxed its capability yet. Looking at our data, approximately 60% of our students who took tests passed - something to be proud of. DIRECTOR'S
REPORT

5. G. LoGrande moved, S. Townsend seconded, carried 7-0 to approve the consent agenda. CONSENT AGENDA

- 5.1 G. LoGrande moved, S. Townsend seconded, carried 7-0 to approve minutes of the Regular Meeting of Monday June 20, 2016. Minutes

5.2

FINANCIAL MATTERS

- a. G. LoGrande moved, S. Townsend seconded, carried 7-0 to approve the Treasurer’s Report for the month of June 2016. Treasurer’s Report

(Other Financial Reports not available at this time, pending year-end closing)

- b. G. LoGrande moved, S. Townsend seconded, carried 7-0 to approve the Budget Transfers for: Budget Transfers

06/30/16 *LITTLE FLOWER UFSD*
 APPROVED BUDGET TRANSFER SCHEDULE - GF TRANSFERS 2015-16 CONTRACT OBLIGATIONS

ACCOUNT	DESCRIPTION	TRANSFER OUT	TRANSFER IN
A2110.12	TEACHER INSTR SALARIES	11,120.00	
A2110.14	SUB TCHR/TCHG ASST SALARIES		120.00
A2330.40	HOSP INST / OT / PT - CONTRACTUAL		2,000.00
A2330.49	BOCES - HOSPITAL INSTRUCTION		9,000.00
TOTAL TRANSFER - GENERAL SUPPORT 6/30/16		11,120.00	11,120.00
NET TRANSFER			0.00

- 5.3 No recommendations at this time CSE Recommendations

- 5.4 G. LoGrande moved, S. Townsend seconded, carried 7-0 to approve the following personnel items: PERSONNEL

- a. Appointments Employees Entering District – P/T Temporary (2016-17 Summer Positions)
- Speech – hourly at \$33/hr
 Maureen Ehrhardt (2 days per week)
- Guidance – hourly at \$33/hr
 Claudia Ruggiere (1 week)
- Social Worker – hourly at \$33/hr
 Roger Foster
- School Psychologist – hourly at \$33/hr
 Jessica Frost
 Joseph Morris

Teacher (Certified) – hourly at \$33/hr

Morgan Burk	Karen Hagerman
Marie Caporusso	Akkhapol Huse
Robert Casazza	Janet Slote
Steven Glasshagel	Stefan Zawolik

Teacher (Substitute) – hourly at \$27/hr

Josie Bailey	Debra Saunders-Wilson
Omar Corridon	Steven Slote
Gaye Grandy	Michelle Smith
Khianna Johnson	

Teaching Assistant – hourly at \$17/hr

Gregory Cross	Joseph Pagano
Darby Giannizzero	Danielle Peritore
Vito Giammarella	Caulette Robinson
Katherine Haas	Steven Slote
Kristen Kestel	Marlon Thompson
Paul Maggio	Danielle Williams

Teacher Aides (Certified) - hourly at \$17/hr

Jasmine Boncore	Alicia Gibbons
Jacob Coners	Marissa Porcello

Teacher Aides – hourly at \$13/hr

Robert Bianchi-Fruin	Lauren Liggon
Joshua Conner	Jason Slote
Armand Correa	Rynese Smith
Travis Correa	Kamala Thompson
Kenyetta Davis	Tiffany Wallahora
Ja-net Faulkner	Barbara Wright
Alyssa Glasshagel	

Behavioral Support Leader – hourly at \$27/hr

James Mercurio
Gregory Dates

Behavioral Support – hourly at \$22/hr

Michael Ford
Samuel Ruffin

Security – hourly at \$22/hr

Vincent Berretta

Tobias Brown

Eric Williams

- b. Joseph Basso, Teaching Assistant, resignation effective September 7, 2016, to pursue other opportunities.

Employees Leaving
District – F/T Permanent

NEW BUSINESS

- 6.1 C. Drexel moved, J. Delgado seconded, carried 7-0 to approve the Municipal Deposit Resolution:

Municipal Deposit
Resolution

“RESOLVED, that First Niagara Bank, N.A. headquartered in Buffalo, New York is designated an authorized depository of this corporation; and

“FURTHER RESOLVED, that all drafts, checks, or other instruments or orders for the payment of money drawn against the account or accounts of this corporation with said depository shall be signed by any one of the following (title & name):

District Treasurer
Asst. Supt. for Business
Superintendent

Francis Vu
Ann O. Romeo
Cynthia Stachowski

“FURTHER RESOLVED, that said depository is authorized to place to the credit of the account, or any of the accounts, of this corporation, funds, drafts, checks or other property by whomever delivered to said depository or agent thereof for deposit to the accounts of this corporation, endorsed with the name of this corporation, by rubber stamp, facsimile, mechanical, manual, or other signature (and any such endorsement by whomever affixed shall be the endorsement of this corporation), or otherwise endorsed, or unendorsed, provided that if any such item shall bear, or be accompanied by, directions (by whomever made) for deposit to specific account, then such deposit shall be to the credit of such specific account: and

“FURTHER RESOLVED, that said depository is hereby directed to accept, and/or pay and/or apply any draft, check, instrument or order for the payment of money, or any proceeds thereof, drawn on such account or accounts when signed as required by these resolutions by manual, rubber stamp, facsimile, or other mechanical signature (by whomever affixed) without limit as to amount, without inquiry, and without regard to the disposition of any such item or any proceeds thereof. Further, said depository shall not be liable in connection therewith notwithstanding that such item may be payable to the order of a person whose signature appears thereon or of any other officer or officers, agent or agents of this corporation, or such items or any proceeds thereof may be used or disposed of for the personal credit or account of any such person or persons, officer or officers, agent or agents with the depository or otherwise.”

- 6.2 S. Townsend moved, M. Hale seconded, carried 7-0 to award the bid for Night Cleaning Services (#2016-17-bid-1) to OneService Commercial Building Maintenance Inc. at the monthly cost of \$3,644.00.

Night Cleaning
Services

- | | | |
|----|----------------------------------------------------------------------------------------------------|-------------|
| 7. | All members wished each other a pleasant summer and are looking forward to returning in September. | Board Forum |
| 8. | At 4:30 pm C. Drexel moved, S. Townsend seconded, carried 7-0 to adjourn. | Adjournment |

Respectfully submitted,



Kathleen A. Nolan
District Clerk

Approved: September 19, 2016