

**SMITHTOWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING**

March 12, 2013

Held in Joseph M. Barton Bldg.

Meeting called to order at 7:00 p.m. by Gladys M. Waldron, President of the Board of Education. On a motion by Mrs. Knox, seconded by Mr. Alcure, the Board voted unanimously to convene in Executive Session to discuss; Matters Involving Particular Personnel, Negotiations pursuant to the Taylor Law, and to obtain Legal Advice from the District's attorney.

At 7:55p.m., Ms. McEnroy moved, Ms. Plourde seconded, and the Board voted unanimously to reconvene the Regular Meeting.

Members present:

Gladys M. Waldron
Theresa Knox
Louis Liguori
Joanne McEnroy

Grace Plourde
Christopher Alcure
Matthew Morton

Also present:

Anthony Annunziato, Ed.D., Superintendent
Karen Ricigliano, Asst. Supt.
Maria Rianna, Asst. Supt.
Joan Niles, Asst. Supt.
Eugene Barnosky, Board Counsel
Visitors
Maureen O'Connor, District Clerk

I. OPENING CEREMONY - conducted by Mrs. Waldron.

II. MINUTES - of the Regular Meetings held February 12 and 26, were presented for approval.

MOTION by Mr. Alcure, seconded by Ms. McEnroy that the above minutes be approved as presented.

All aye. Motion carried (7 -0).

III. RECEIPT OF CLAIMS AUDITOR'S REPORT – upon recommendation of the Superintendent of Schools, be it RESOLVED, that the Claims Auditor's Report ending January 31, 2013 in the amount of \$12,842,345.73 be accepted.

MOTION by Ms. Plourde, seconded by Ms. McEnroy that the Claims Auditor's Report be accepted.

All aye. Motion carried (7- 0).

IV. COMMUNICATIONS

A. Correspondence – The following correspondence was presented for the Board's review.

1. Letter to Mrs. Gladys Waldron from Mr. Jim Kelly and Mr. Martin Mariegaard regarding Danish Basketball Team visit.
2. Letter To: Board of Education from NYS School Social workers Association regarding School Social Worker Week.
3. Letter to Board of Education from Terry Arzillo regarding letter of appreciation.
4. Letter to Board of Education from Michael Mensch, Western Suffolk BOCES regarding Notice of Annual Meeting.

MOTION by Mr. Alcure, seconded by Mr. Morton that the correspondence in Section A, as listed above, be received and the recommendations of the administration (where indicated) be accepted.

All aye. Motion carried (7 -0).

B. General Communications – There were no general communications presented for the Board's review.

V. UNFINISHED BUSINESS –

Mr. Liguori requested an update on the Great Hollow/Nesaquake Middle School zoning concerns. Dr. Annunziato stated that at the April 9th Board meeting he will present recommendations.

VI. COMMITTEE REPORTS

Facilities- Mr. Liguori reported that a meeting was held on March 4. Items discussed included an update on the insurance claims from NYSIR from the hurricane, St. James Elementary playground, report from ECG regarding our energy performance contract, update from H2M regarding science labs.

Negotiations- Mr. Liguori reported that a meeting was held on February 28 to discuss the Nurses contract.

Business Affairs- Mr. Alcure stated there was a budget workshop on March 5 which gave a comprehensive overview of the Elementary and Secondary program. Another workshop will be held March 19th.

Policy- Mrs. Knox reported that a meeting was held on February 28. Several of the policies discussed are on tonight's agenda for a first reading. The committee is working on updating the whole policy manual to reflect changes in internet access and legislation regarding the budget.

VII. SUPERINTENDENT'S REPORT

A. Updates:

- When filing your State Income Tax form, please be certain to fill in the Smithtown School District Tax Code (590) in the appropriate space provided. School aid will be affected if the school district or code number is incorrect or missing.
- Michael Zhang, an Intel Finalist from Smithtown High School East, was inducted into the 2013 Long Island Technology Hall of Fame.
- The Athletic Dept. of SCSD announced the following concerning the Winter Season: 16 of the 17 winter varsity teams are Scholar Athlete teams, HS East and HS West Kickline are National Champions, HS East Cheerleading is Long Island Champion and HS West Wrestling is League Champion. Michael Hughes is State Champion for Wrestling and Michael McCann is State Champion for Track & Field.
- Due to changes in state reporting requirements, all students attending private or parochial schools need to register with the SCSD in order to be considered for transportation, receive textbooks

and/or other educational services. Registration will take place from February 4 through April 1, 2013 at 26 New York Avenue. Registration must occur in person. Two proofs of residency are requested and, for incoming Kindergarten students, a birth certificate will also be required.

- Thomas Model, a senior at SHS West, was the first student in Smithtown School District to take and pass the CompTia A+ 702 exam. This exam is considered the industry standard in terms of measuring a computer technicians hardware and software knowledge. Those possessing the certification are more likely to receive higher salaries and 85% of these individuals choose to further their careers.
- Smithtown School District's Explorations Program which is run through SCOPE recently completed another winter season. Students in grades K-7 were provided with the opportunity to participate in many hands-on learning activities.
- Congratulations to Victoria Lucchese, Alex Bresalier and Amanda Schiavone for winning awards in this year's National Scholastic Art & Writing Awards.
- Kindergarten elementary students recently celebrated their 100th day of school. Many students did projects and activities that tied in with the 100th day. Some students dressed up creatively, completed 100 piece puzzles or graphed 100 objects.
- Branch Brook Elementary School celebrated their "Citizens of the Season" by recognizing K-5 students who exemplified the character trait of "CARING" during the winter months.
- Ed Gerety, a highly sought after keynote speaker and leadership trainer, delivered a message to the Smithtown High School students that focused on the principles and skills that are essential to developing leaders which creates a positive school climate built upon respect and responsibility.

B. Committee on Special Education

1. Committee on Special Education

"RESOLVED, that the recommendations of the Committee on Special Education for Initial Placement Program/Services, for cases listed be approved."

313890, 313888, 313960, 310118, 305473, 304118, 311868, 311914, 311860, 312608, 312585, 313979, 309516, 310767, 307361, 309322, 311580, 313912, 313886, 309804, 310535, 312493, 312443, 313477, 314015, 312534, 305911, 312505, 311915, 312833, 313965, 303791, 310419, 304527, 312900, 312807, 314018, 311185, 300996, 313319, 312557, 312334, 311908, 307610, 308551, 311434, 307395, 305023, 304916, 311945, 306640, 311622, 306774, 309800, 311075, 311996, 311995, 306430.

2. Sub-Committee on Special Education

311957, 307656, 306791, 310870, 308928, 300825, 304700, 311568, 301836, 309887, 301198, 154860, 300304, 159360, 305608, 304781, 303487, 303485, 301422, 301421, 304485, 157760, 310593, 309735, 305730, 303616, 303107, 302393, 200974, 200509, 311648, 300265, 301183,

184849, 307191, 303685, 306110, 305367, 306258, 310797, 306979, 305487, 306503, 307685, 309655, 304676, 309364, 306936, 310882, 307171, 305751, 305760, 303542, 304020, 309255, 310813, 300770, 303052, 153180, 301946, 313674, 310308, 303927, 308961, 310875, 306910, 301386, 310212, 308558, 309437, 309638, 308428, 302397, 301503, 153630, 310837, 309926, 311525, 311008, 301402, 300273, 162810, 300094, 309580, 306798, 200813, 301909, 153950, 201099, 150330, 303508, 304887, 306501, 303811, 306005, 306159, 305145, 307649, 307627, 308914, 302927, 311548, 309689, 309457, 309793, 312575, 308380, 300977, 301979, 309521, 307673, 306271, 308308, 308515, 301556, 304982, 904175, 310521, 310522, 302935, 311202, 303988, 311685, 310153, 302014, 304790, 313938, 301673, 310952, 304600, 311947, 311888, 313356, 309751.

“RESOLVED that the recommendations of the Sub-Committee on Special Education for cases listed be approved.”

MOTION by Ms. McEnroy, seconded by Ms. Plourde approving Committee on Special Education Items 1-2 on a consent motion.

All aye. Motion carried (7 -0).

C. Committee on Preschool Special Education

1. Initial placement for Preschool Special Education Program/Services

“RESOLVED, that the recommendations of the Committee on Preschool Special Education for Initial Placement Program/Services, for cases listed be approved.”

P313998, P312492, P314003

2. Special Education Preschool Annual IEP Review/Amended IEP

“RESOLVED, that the recommendations of the Committee on Preschool Special Education for Annual IEP Review/ Amended IEP for cases listed be approved.”

**P313400A, P313400, P312495, P311945A, P311945, P313319, P313565, P312863
P312520, P313693, P312980, P312334, P312557, P311549, P311732, P312807,
P312900, P312505A, P312505, P313433, P313581A, P313581, P311915A,**

**P311915,
P312898, P312716A, P312716, P312808, P312833, P313736A, P313736, P312534,
P312875, P313379A, P313379 P312493, P312443, P312862, P313477, P311860,
P311914, P312608, P313646, P313366, P313029A, P313029, P313337, P313589,
P312585, P313511A, P313511, P312830, P312794A, P312794, P311868, P312645,
P312452A, P312452**

MOTION by Mr. Alcure, seconded by Mr. Morton approving Preschool Special Education Items 1-2 on a consent motion.

All aye. Motion carried (0- 0).

D. Tentative Calendar for April 2013– The calendar was reviewed and amended by the Board. The Board scheduled an Instructional Services committee meeting for April 3rd at 7:00p.m. and a Policy committee meeting on April 10th at 7:00p.m.

E. Litigation - was discussed during the earlier Executive Session.

F. Revised Policy 2450 – Policy Dissemination - Board of Education Policies - First Reading

The revised Policy 2450 – Policy Dissemination - Board of Education Policies is presented for your information and discussion at the March 12, 2013 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the April 9, 2013 Regular Meeting of the Board of Education

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the April 23, 2013 Regular Meeting.

POLICY DISSEMINATION

The Board of Education recognizes the need for widespread familiarity with district policies and regulations, and therefore directs the Superintendent of Schools to implement the following:

1. maintain an updated policy manual that includes appropriate administrative regulations and takes precedence over all previous manuals, and be responsible for its presence at all Board meetings;
2. issue to each Board member, for the duration of his/her term, a complete and updated policy manual **via school district website**;
3. ensure that personnel are familiar with Board policies and administrative regulations which affect them, directly or indirectly. The Board requires that all employees sign a statement that they have read and understood the policy manual, or appropriate sections thereof;
4. disseminate Board policies and manuals to all concerned, as he/she deems appropriate and/or necessary; and
5. **updated and maintained in an electronic format on the school district website.**

G. Revised Policy 2460 – Policy Review and Evaluation - Board of Education Policies - First Reading

The revised Policy 2460 – Policy Review and Evaluation - Board of Education Policies is presented for your information and discussion at the March 12, 2013 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the April 9, 2013 Regular Meeting of the Board of Education

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POLICY REVIEW AND EVALUATION

The Board of Education will evaluate the effect of its policies and the manner in which they have been implemented by the administration. In such evaluation, the Board may call upon staff, students and community participation.

The Board Policy Committee, as a standing committee of the Board, shall be responsible for the review and evaluation of policies. The Board shall review the entire manual at least once every three years to ensure that the manual is up-to-date. The Board shall note those policies

which must be reviewed even more frequently (e.g., code of conduct, investments and purchasing, which must be reviewed annually).

The Board directs the Superintendent of Schools to bring to its attention any policy areas in need of revision or new development.

Each Board member shall submit his/her copy of the Board policy manual to the Superintendent for updating and revisions annually. At the Annual Reorganizational Meeting, each Board member shall be provided **access to an updated manual via the school district's website.**

Board policy may be revised as outlined in Policy 2410, Formulation, Adoption and Amendment of Policy.

Cross-ref: 2410, Formulation, Adoption and Amendment of Policies

Ref: General Municipal Law, §§39; 104-b
8 NYCRR §100.2(1)(2)

H. Proposed Policy 6420 – Online Banking Services - Board of Education Policies - First Reading

The proposed Policy 6420 – Online Banking Services - Board of Education Policies is presented for your information and discussion at the March 12, 2013 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the April 9, 2013 Regular Meeting of the Board of Education

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the April 23, 2013 Regular Meeting.

ONLINE BANKING SERVICES

The Board of Education requires clear, complete, and detailed accounting of all financial

transactions for which the Board is held accountable. The transferring of funds via online banking services between various accounts and the transfer of funds from District accounts to non-district accounts, and vice versa, for various purposes, are financial transactions to be properly monitored and controlled.

The following are online banking activities the District engages in:

1. viewing bank account information
2. interfund transfers
3. the remittance of employee payroll tax withholdings and other deductions
4. the paying of the District's debt obligations
5. the remittance of employee payroll direct deposits
6. transfer of District funds into investments
7. receipt of revenues from various sources.
8. the remittance of benefits payments including, but not limited to, Workers' Compensation, dental, ERS, and TRS.

The School District Treasurer, with a separate established user name, password and security token, will have authority to process online banking transactions.

Each bank transfer will be recorded in monthly receipts and disbursements, showing the amount of monies and the purpose of the transferring of funds. The School District Treasurer will verify the accuracy and legitimacy of online transfers and ensure that a copy of the verified transfer summary is kept on file. The School District Treasurer will verify proper accounting of the transactions.

I. Proposed Policy 6610 – Capital Fund Procedures - Board of Education Policies - First Reading

The proposed Policy 6610 – Capital Fund Procedures - Board of Education Policies is presented for your information and discussion at the March 12, 2013 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the April 9, 2013 Regular Meeting of the Board of Education

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the April 23, 2013 Regular Meeting.

CAPITAL FUND PROCEDURES

The Superintendent of Schools or the Assistant Superintendent for Finance and Operations, in accordance with the Commissioner of Education, is delegated the authority to approve transfers in the amount of \$5000 or less within the Capital Fund. The administrator who manages capital projects will submit, each month, to the Board of Education a budget transfer report of all transfers within the Capital Fund. The report will include the original budget for each capital project, the accumulated transfers or adjustments to the original budget and the new revised current budget. Any changes to the current budget for the month should be itemized and a brief description of the reason for the transfer.

The administrator who manages capital projects will be granted authority to transfer within the capital fund amounts equal to or less than \$5000 with the approval of the Superintendent or Assistant Superintendent. Transfers greater than \$5000 may only be made by the Superintendent of Schools or the Assistant Superintendent for Finance and Operations upon the approval of the Board of Education.

Each month the administrator who manages capital projects should submit a monthly report to the Board of Education on all capital transactions within the Capital Fund. The monthly report will be the WINCAP "Budget Status Report" and it will include the initial budget, adjustments, current budget, year to date expenditures, encumbrance outstanding and unencumbered balance. The report should include all open and active capital projects.

Cross-ref: 6150 Budget Transfers
 6600 Fiscal Accounting and Reporting

J. Revised Policy 6641 – Capital Assets Accounting - Board of Education Policies - First Reading

The revised Policy 6641 – Capital Assets Accounting - Board of Education Policies is presented for your information and discussion at the March 12, 2013 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the April 9, 2013 Regular Meeting of the Board of Education

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the April 23, 2013 Regular Meeting.

CAPITAL ASSETS ACCOUNTING

Accounting of Fixed Assets

The School Business Administrator shall be responsible for accounting for general fixed assets according to the procedures outlined by the Uniform System of Accounts for School Districts. These accounts will serve to:

- a. Maintain a physical inventory of assets;
- b. Establish accountability;
- c. Provide appropriate insurance coverage.

All fixed assets carrying a minimum value of **\$1,000** and physical characteristics which are not appreciably affected by use or consumption shall be inventoried and recorded on an annual basis. Fixed assets shall include land, building, equipment and materials.

Assets shall be recorded at initial cost, or, if not available, at estimated initial cost. Gifts of fixed assets shall be recorded at estimated fair value at the time of the gift. A property record will be maintained for each asset and will contain, where possible, the following information:

- a. Date of acquisition;
- b. Description;
- c. Cost or value;
- d. Location;
- e. Estimated useful life;
- f. Date and method of disposition.

The School Business Administrator shall arrange for the inventory of school district property, equipment and material. Any discrepancies between an inventory and the district's property records on file should be traced and explained.

K. Proposed Policy 8115 – Pesticides and Pest Management - Board of Education Policies - First Reading

The proposed Policy 8115 – Pesticides and Pest Management - Board of Education Policies is presented for your information and discussion at the March 12, 2013 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the April 9, 2013 Regular Meeting of the Board of Education

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the April 23, 2013 Regular Meeting.

PESTICIDES AND PEST MANAGEMENT

The Board of Education is committed to maintaining the integrity of school buildings and grounds while protecting the health and safety of students and staff and maintaining a productive learning environment.

The Board recognizes that pests can pose a significant risk to health and property and there may be significant risks inherent in using chemical pesticides in the school environment. Generally, pesticides will not be used on district playgrounds, turf, athletic or playing fields, unless there is an emergency. Emergencies will be handled in accordance with applicable law and regulation.

Provisions will be made for a least toxic approach to integrated pest management (IPM) for all school buildings and grounds in accordance with the Commissioner's regulations. Integrated pest management is a systematic approach to managing pests focusing on long term prevention or suppression with minimal impact on human health, the environment and nontargeted organisms.

Notification of Pesticide Application

All district staff and parents/guardians will be notified of pesticide applications performed at any school facility. A notice will be sent at the beginning of the school year which will include:

1. Notification of periodic pesticide applications throughout school year.
2. The availability of 48-hour prior written notification of pesticide applications to parents and staff who request such notice.
3. Instructions on how to register with the school to receive this prior written notification.
4. The name and number of the school representative who can provide further information.

A separate notice will be sent to staff and parents within two days of the end of winter and spring recess and within 10 days of the end of the school year which includes the date,

location and product used for each pesticide application which required prior notification and each emergency application.

The Superintendent of Schools shall ensure the dissemination of this policy and conduct any training necessary to ensure that all staff are fully informed about pesticides and pest management.

Cross-ref: 8110, School Building Safety
8220, Building and Grounds Maintenance and Inspection

Ref: Environmental Conservation Law, Art.33 (Pesticides)
Education Law § 409-h (Requirements for Notification of Pesticide Applications); §409-k (Pesticide Alternatives)
6 NYCRR Part 325 (Application of Pesticides)
8 NYCRR 155.4 (Uniform Code of Public School Building Inspections, Safety Rating and Monitoring)
Desmond Americana v. Jorling, 153 AD2d 4 (3rd Dept. 1989)
IPM Workbook for New York State Schools, Cornell Cooperative Extension Community IPM Program with support from New York State Dept. of Environmental Conservation, August 1998

VIII. INSTRUCTIONAL REPORT -

A. Selection Classification Recommendation

Upon recommendation of the Superintendent of Schools, be it

Resolved, that permission is granted at the request of the Athletic Director to the following Middle School athletes to play on High School teams. They have been deemed “exceptional” and have passed the Selection/Classification process.

Shannon Kavanagh	8 th Grade	V G Lacrosse	Smithtown HS East
Julia Smith	8 th Grade	V G Lacrosse	Smithtown HS East
Jessica English	8 th Grade	V G Lacrosse	Smithtown HS West
Chelsea Witteck	8 th Grade	V G Lacrosse	Smithtown HS West
Kayla Kosubinsky	8 th Grade	V G Lacrosse	Smithtown HS West
Connor DeSimone	8 th Grade	V B Lacrosse	Smithtown HS East

B. Overnight Field Trip Request – One additional student from Smithtown High School East invited to participate in the *NAfME All Eastern Conference* (music), in Hartford, Connecticut from April 4 – April 7, 2013.

Chaperone: Michael Mastrangelo
 Students: Allesio Farina (BOE 02-12-13)
 Kaitlin Biagiotti

MOTION by Mrs. Knox seconded by Mr. Alcure approving Instructional Report Items A-B.

Vote on Motion:
 YES: Mrs. Waldron, Mrs. Knox, Ms. McEnroy, Ms. Plourde, Mr. Alcure, Mr. Morton
 NO: Mr. Liguori

Motion carried (6-1)

IX. AUDIENCE – Mrs. Waldron welcomed the members of the audience and called speakers to the podium form the sign-in sheet.

1. Mary Herrle expressed her concerns over budget cuts to the Special Education program and teacher ratings.

X. BUSINESS AFFAIRS

A. Finance

1 - Financial Reports

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following financial reports for the month(s) indicated are accepted:

- 1 – Trial Balance Report
01/31/13
- 2 – Revenue Status Report
01/31/13
- 3 – Budget Status Report
01/31/13
- 4– Budgetary Transfer Report
01/31/13
- 5– Summary of Treasurer’s Report
01/31/13
- 6 – Treasurer’s Monthly Report
01/31/13
- 7 – Schedule of Investments
01/31/13
- 8 – Collateralization of Bank Balances
01/31/13
- 9 – Cash Flow Report
01/31/13
- 10 – Report of Claims Auditor

01/31/13

11 – Smithtown High School East Extra Classroom Activity Account
01/31/13

12 – Smithtown High School West Extra Classroom Activity Account
01/31/13

13 – Accomsett Middle School Extra Classroom Activity Account
01/31/13

14 – Great Hollow Middle School Extra Classroom Activity Account
01/31/13

15 – Nesaquake Middle School Extra Classroom Activity Account
01/31/13

16– Branch Brook Elementary School Extra Classroom Activity Account
01/31/13

17– Dogwood Elementary School Extra Classroom Activity Account
01/31/13

18 – Mills Pond Elementary School Extra Classroom Activity Account
06/30/11

19 – Mt. Pleasant Elementary School Extra Classroom Activity Account
01/31/13

20 – St. James Elementary School Extra Classroom Activity Account
01/31/13

21 – Smithtown Elementary School Extra Classroom Activity Account
01/31/13

22 – Tackan Elementary School Extra Classroom Activity Account
01/31/13”

2 – Budgetary Transfers

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following budgetary transfers of funds be approved for the 2012-13
school year:

FROM:	2110-490-51-9500	BOCES Services	\$12,000.00	
TO:	2070-490-51-0000	BOCES Services		\$12,000.00
FROM:	1620-405-53-0000	Gas	\$35,000.00	
TO:	1621-433-53-0000	Rent N-Instr Equip		\$35,000.00
FROM:	1620-160-22-0000	Sal N/C Reg	\$25,313.02	
	1621-160-53-0000	Sal N/C Reg	\$6,377.15	
TO:	1620-184-53-0000	N/C Sal – Snow Removal		\$25,313.02
	1621-184-53-0000	N/C Sal – Snow Removal		\$6,377.15”

3 – Bid Recommendations

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following bid recommendations be approved as submitted herein:

- 10-43 Ext. Filters and Miscellaneous Valves
- 11-16 Ext. Shelving
- 12/13-27 Snow Plow Parts”

4 - Agreement with SCOPE Education Services

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to execute an agreement between the Smithtown Central School District and SCOPE Education Services for the Summer Explorations and Music Program at Nesaquake Middle School for the period of July 8, 2013 through August 2, 2013."

5 – Contract for Tutoring Services

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to execute a contract with the following organization, for the 2012-13 school year, to provide tutoring services, at a fee of \$54.00 per hour:

Four Winds Hospital

6 – Single Audit Report for Year Ended June 30, 2012

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the Board of Education receive the Single Audit Report for the Year Ended June 30, 2012, prepared and submitted by the District's Independent Auditor, R.S. Abrams and Company."

7 - Contract for Translator

"Upon recommendation of the Superintendent of Schools,

be it

RESOLVED, that the President of the Board of Education is hereby authorized to execute a contract with the following organization to provide language interpreting and translation services during the 2012-13 school year, at the rates indicated:

GB Language Consulting
45 Longfellow Avenue
Westbury, NY 11590

FEES:

Fee schedule depends on the language
\$85.00/\$190.00 3-4 hrs. min. per session, per student,
per language
\$35.00 per hour of travel time
\$.55 per mile of travel (if applicable)

Cancellation notice:

24 hour notice for common languages, 48-72 hrs. for
sophisticated languages. Late cancellation fee
equivalent to a three-hour session.”

800 Cross River Road
Katonah, NY 10536”

Not to exceed \$1,200.00

8 - Contract for Special Education Public School Placements - Huntington

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to enter into a contract for the 2012-13 school year with the public school listed below for the placement of students with handicapping conditions, as approved by the Committee on Special Education:

Huntington Union Free School District”

Note: To date, we currently have one (1) student parentally placed at Smithtown Christian that we will be billing the Huntington UFSD for any Special Education services received.

9 – Annual Election and Legal Notice

"Upon the recommendation of the Superintendent of Schools,
be it

RESOLVED, that the Annual Election of the District be held on the 21st day of May 2013, that due notice thereof be duly published, and be it further

RESOLVED, by the Board of Education of Smithtown Central School District, Suffolk County, New York, as follows:

Section 1. That the annual election of the qualified voters of the said School District shall be held on the 21st day of May 2013, and that the polls will be kept open between the hours of 6:00 o'clock a.m. and 9:00 o'clock p.m., time then in effect, for vote by voting machines.

Section 2. That the notice of said annual election, including the proposition(s) to be voted upon, shall be substantially in the form annexed hereto.”

MOTION by Ms. McEnroy, seconded by Mr. Alcure approving Finance Items 1-9 on a consent motion.

Discussion: Ms. McEnroy asked for clarification on Items 5 and 7 in regard to the need for an RFP.

Vote on Motion:

All aye. Motion carried (7 - 0).

B. Operations

1 - Acceptance of Gifts

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the Board of Education authorizes the acceptance of the following gifts:

Donated By

iPad donation to the Special Education Department	Nassau Suffolk Autism Society of America (NSASA) P.O. Box 7472 Wantagh, NY 11793
\$16,440.00 donation to participate in 2013 NYSSMA Solo/Ensemble Festivals	SCSD parents
\$150.00 donation to the Kay Reynolds Scholarship Fund	Edward Reynolds 7 Ursular Court Smithtown, NY 11787"

2 – Additions to List of Organizations Approved to Use School Facilities, 2013-2014 School Year

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following organizations, having made formal application, are hereby approved to use school facilities at the Smithtown Central School District during the 2013-2014 school year, subject to all School District policies, rules and regulations, Standard Uniform Practices, and contract provisions:

2013-2014 SCHOOL YEAR

The Booster Club of Smithtown
Living Word Church
Long Island Falcons
St. Patrick Youth
Sts. Philip & James CYO Track and Field
Town of Smithtown – Recreation Department”

MOTION by Mrs. Knox, seconded by Ms. McEnroy approving Operations Item 1-2 on a consent motion.

All aye. Motion carried (7-0).

XI. PERSONNEL

A. Certified – The following Certified Personnel Items were presented for the Board’s approval:

1. Appointment of Substitute Teacher(s)
2. Appointment of Volunteer(s)
3. Appointment of Additional Event Chaperone(s) 2012-2013
4. Appointment of Additional Home Instruction Tutor(s)
5. Appointment of Co-Curricular Activities Sponsor(s)
6. Coaching Assignment(s)
7. Comments
8. Notice of Retirement
9. Request for FMLA Without Pay/Leave of Absence Without Pay
10. Approval of Athletic Program Assistant
11. Appointment of Interim Administrator

MOTION by Mrs. Knox, seconded by Ms. McEnroy approving the Certified Personnel Items 1-11 as detailed in the attached resolutions.

All aye. Motion carried (7-0).

B. Classified - The following Classified Personnel Items were presented for the Board's approval:

1. Appointments
2. Appointment- Reasons
3. Change of Status
4. Change of Status- Reasons
5. Leave of Absence
6. Leave of Absence- Reasons
7. Resignation
8. Intermittent FMLA

MOTION by Mrs. Knox, seconded by Mr. Alcure approving the Classified Personnel Items 1-8, as detailed in the attached resolutions.

All aye. Motion carried (7-0).

XII. NEW BUSINESS – None

XIII. ADJOURNMENT

MOTION at 8:38p.m. by Mrs. Knox, seconded by Ms. McEnroy that the meeting be adjourned into executive session to discuss matters leading to the appointment of a new Superintendent.

All aye. Motion carried (7-0).

Respectfully submitted,

Maureen O'Connor
District Clerk

Personnel

A. Certified

(1) Appointment of Regular Substitute Academic Intervention Tutor(s)

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following person(s), who is properly certified, be appointed as a Regular Substitute Academic Intervention Tutor as specified below:

<u>Name</u>	<u>Assign</u>	<u>Salary</u>	<u>Hours/Week</u>	<u>Effective</u>	<u>End Date</u>
Ramirez, Kristen A. (resignation of Sharon Sappol)	AE	\$23,907.71	19	04/10/2013	06/30/2013

PersonnelA. Certified(2) Appointment of Substitute Teacher(s)

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the persons listed be appointed as per diem substitutes at the Board approved rates.

<u>Name</u>	<u>Certification</u>	<u>Certificate</u>
Bergin, Lindsay T.	Initial	Social Studies 7-12
Bergin, Lindsay T.	Initial	Students With Disabilities-Generalist Grades 7-12
Bergin, Lindsay T.	Initial	Students With Disabilities-Social Studies Grades 7-12
Chieco, Nicolo P.	Initial	Social Studies 7-12
Chieco, Nicolo P.	Initial	Social Studies 5-6 Extension
Costa, Angela J.	Professional	Students With Disabilities-Generalist Grades 7-12
Costa, Angela J.	Professional	Social Studies 7-12
Granice, Alyssa	Pending	School Social Worker
Massaro, Lindsey G.	Initial	Childhood Education Grades 1-6
Massaro, Lindsey G.	Initial	Students With Disabilities Grades 1-6
Ofsharick, Shannon R.	Initial	Literacy Grades 5-12
Ofsharick, Shannon R.	Initial	Literacy Birth - Grade 6
Ofsharick, Shannon R.	Professional	English Language Arts 7-12
Ofsharick, Shannon R.	Initial	Students With Disabilities-English Grades 7-12
Zinke, Robert P.	Initial	General Science 7-12 Extension
Zinke, Robert P.	Initial	Earth Science 7-12

Personnel

A. Certified

(3) Appointment of Part-time Teacher(s)

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following named persons who are properly certified, be appointed as part-time teachers as specified below:

<u>Name</u>	<u>Area</u>	<u>Assign</u>	<u>FTE</u>	<u>StepGr</u>	<u>Salary</u>	<u>Effective</u>	<u>End Date</u>
Popowitch, Sarah J. (additional FTE)	Special Education	MTP	0.20	1-BA+60/MA	\$11,302.00	04/10/2013	06/30/2013

PersonnelA. Certified(4) Appointment of District AP Proctors

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following person(s) be appointed as District AP Proctors for the AP test sessions at the approved rate of compensation:

<u>Name</u>	<u>Proctor</u>	<u>Location</u>
Allen, Natalina	Proctor	SHSE
Chase, Florence E.	Proctor	SHSE
Dennis, Laura	Proctor	SHSE
Havranek, Gregory A.	Proctor	SHSE
Miller, Bobbi	Proctor	SHSE
Popowitch, Sarah J.	Proctor	SHSE
Ryan, David W.	Proctor	SHSE
Stramiello, Theresa	Proctor	SHSE
Strouse, Caren B.	Proctor	SHSE
Ward, William M.	Proctor	SHSE
Ferrone, Cristina E.	Proctor	SHSW
Massimo, Denise L.	Proctor	SHSW
McCarthy, Heather L.	Proctor	SHSW
Ottosen, Vivian	Proctor	SHSW
Ryan, Kenneth J.	Proctor	SHSW
Trifiletti, Carmelina	Proctor	SHSE/SHSW
Tunick, Amarisa	Proctor	SHSW
Weitzman, Stephen	Proctor	SHSW

Personnel

A. Certified

(5) Appointment of Additional Home Instruction Tutor(s)

Upon recommendation of the Superintendent of Schools be it RESOLVED, that the following person(s), be appointed as Home Instruction Tutor(s) at the approved rated of \$48.17 per hour, effective for the 2012-2013 school year:

Name

Delach, Alyssa N.

Feirstein, Amanda S.

Personnel

A. Certified

(6) Appointment of Co-Curricular Activities Sponsor(s)

WHEREAS, the faculty and administration of the various schools have, in committee, determined what co-curricular activities should be conducted and designated sponsors for each, now therefore, on the recommendation of the Superintendent of Schools, be it RESOLVED, that the following designated activities be authorized and established for the current school year and be it further RESOLVED, that the following named individuals be appointed as sponsors of the activities indicated, to be compensated in accordance with Article XX C of the Board/STA contract:

<u>Name-Sponsor</u>	<u>Activity</u>	<u>Compensation</u>	<u>Location</u>
Greenberg, Cynthia A.	E.S. Theatrical, Production Assistant	\$285.00	Accompsett Elementary
Lee, Lisa	E.S. Theatrical, Production Assistant	\$285.00	Accompsett Elementary
Hacker III, John J.	E.S. Theatrical, Production Assistant	\$285.00	Accompsett Elementary
Shivokevich, Edward J.	E.S. Theatrical, Producer/Director	\$1,995.00	Accompsett Elementary

(7) Comments

Anne M. Mygland is rescinding her appointment as theatrical co-curricular sponsor for personal reasons.

Edward J. Shivokevich - increase in stipend for E.S. Theatrical Co-Curricular sponsor, from \$1425 to \$1995, for additional responsibilities.

Sharon Sappol- rescind appointment as co-curricular sponsor, resigning from district eff. 3/16/13

Marcia M. Lane - rescinding co-curricular sponsor appointment for 2nd semester; out on FMLA eff. 2/6/13

Personnel

A. Certified

(8) Notice of Retirement(s)

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the notice of retirement of the following person(s) be accepted as specified below:

<u>Name</u>	<u>Area</u>	<u>Location</u>	<u>Effective</u>
Field, Suzanne	Teaching Assistant	SHSW	07/01/2013
Chanin, Elyse J.	Librarian/School Media Spec	AMS	07/01/2013

PersonnelA. Certified(9) Request for FMLA Without Pay/Leave of Absence Without Pay

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following persons be granted FMLA, without pay and Leave of Absence without pay effective as specified below:

<u>Name</u>	<u>Area</u>	<u>Assign</u>	<u>Effective</u>	<u>End Date</u>	<u>Leave</u>
Begina, Danielle L.	Elementary Teacher	BB	02/15/2013	04/14/2013	Family Medical Sick
Lane, Marcia M.	Science, 7-12	AMS	02/06/2013	04/08/2013	Family Medical Sick
Lane, Marcia M.	Science, 7-12	AMS	04/09/2013	05/07/2013	Family Medical Leave, without pay
Lane, Marcia M.	Science, 7-12	AMS	05/08/2013	08/31/2013	Leave of Absence, without pay
Lorenzini, Carol	Special Education	DE	02/05/2013	03/12/2013	Family Medical Sick
Moschera, Cynthia K.	Elementary Teacher	MPE	03/04/2013	04/19/2013	Family Medical Sick
Napolitano, Michele K.	Special Education	GH	03/05/2013	04/22/2013	Family Medical Sick
Rooney, Amy M.	Special Education	GH	03/04/2013	04/03/2013	Family Medical Sick
Rooney, Amy M.	Special Education	GH	04/03/2013	04/18/2013	Family Medical Sick Bank Waiting, w/opay
Rooney, Amy M.	Special Education	GH	04/19/2013	04/25/2013	Family Medical Sick Bank
Rooney, Amy M.	Special Education	GH	04/26/2013	06/02/2013	Family Medical Leave, without pay
Zeidman, Michael	Special Education	SHSE	03/04/2013	04/14/2013	Family Medical Sick

Personnel

A. Certified

(10) Increase of Assignment/Additional Class(es)

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following teacher(s) who has/have agreed to teach additional class (es) be approved and compensated at an additional percentage of his/her contracted salary rate as specified below:

<u>Name</u>	<u>Area</u>	<u>Assign</u>	<u>FTE</u>	<u>StepGr</u>	<u>Salary</u>	<u>Effective</u>	<u>End Date</u>
Paulik, Ellen T.	Science, 7-12	SHSW	1.20	10.5-MA+60	\$94,825.00	03/19/2013	06/30/2013

Personnel

A. Certified

(11) Notice of Resignation of Administrator

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the notice of resignation of the following Administrator be accepted as specified below:

<u>Name</u>	<u>Position</u>	<u>Assign</u>	<u>Effective Date</u>
Rianna, Maria L.	Asst Supt for Instruction & Admin	NYA	07/01/2013

Personnel

A. Certified

(12) Notice of Resignation(s)

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the resignation(s) of the following persons(s) is/are approved as specified below:

<u>Name</u>	<u>Area</u>	<u>Assign</u>	<u>Effective</u>
Sappol, Sharon	Tutor	AE	03/16/2013

Personnel

A. Certified

(13) Request for a Leave of Absence, Without Pay

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following named person(s) be granted a Leave of Absence, without pay effective as specified below:

<u>Name</u>	<u>Area</u>	<u>Effective</u>	<u>End</u>	<u>Leave</u>
Mastrangelo, Michael J.	Music Teacher	09/01/2013	08/31/2014	No Cause Leave of Absence
McCluskey, Tara	Elementary Teacher	05/21/2013	08/31/2013	Leave of Absence, without pay
Nazario, Kathleen M.	Tutor	03/12/2013	04/21/2013	Leave of Absence, without pay

(14) Comments

Mastrangelo, Michael J.- leave from music teaching assignment. Current assignment Director of Fine Arts.

Personnel

A. Certified

(15) Tenure Recommendation - Administrator(s)

WHEREAS, the administrator(s) listed below on this page have thus far successfully completed the probationary period, and WHEREAS, his/her supervisors have carefully evaluated the performance during the probationary period and recommend that he/she be appointed on tenure in the respective area, therefore, be it RESOLVED, that upon recommendation of the Superintendent of Schools, he/she be appointed on tenure on the date indicated below, on condition of the successful completion of the remainder of the probationary period:

<u>Name</u>	<u>Area</u>	<u>Assign</u>	<u>Effective Date</u>
Coady, John H.	Secondary Principal	SHSW	04/19/2013

Personnel

A. Certified

(16) Particular Personnel - Executive Session

Upon recommendation of the Superintendent of Schools, pursuant to Education Law Section 913, be it RESOLVED that the employee identified in Executive Session is hereby directed to appear for a medical/psychiatric examination before one or more physicians of the District's choosing; and

BE IT FURTHER RESOLVED that such physician(s) are authorized to request and receive all pertinent data from the employee's physicians.

Emp# 02070

Personnel

B. Classified

(1) Change of Status

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the change of status of the following Civil Service employees of the Smithtown Central School District, Smithtown, NY are approved, providing the employees meet the required qualifications:

<u>Name</u>	<u>Status</u>	<u>Title</u>	<u>Loc</u>	<u>Salary</u>	<u>Hours</u>	<u>Effective</u>	<u>End Date</u>
Morreale, Peter F.	PERM	Custodial Worker 2	SE	\$61,093.00	8.00	05/09/2013	/ /
Morreale, Peter F.	PROB	Custodial Worker 2	SE	\$61,093.00	8.00	02/13/2013	05/08/2013
Scholz, Ann Marie	PROB	Principal Clerk	NYA	\$63,534.00	7.00	04/10/2013	/ /
Scholz, Ann Marie	PERM	Senior Clerk Typist	NYA	\$60,628.00	7.00	07/01/2006	04/09/2013

(2) Change of Status - Reasons

Ms. Scholz was upgraded to Principal Clerk due to a desk audit.

PersonnelB. Classified(3) Leave of Absence

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the request for an unpaid leave of absence by the following employees of the Smithtown Central School District, Smithtown, NY, be approved providing the employee meets the required qualifications:

<u>Name</u>	<u>Title</u>	<u>Loc</u>	<u>Salary</u>	<u>Start Date</u>	<u>End Date</u>
Amoruso, Dorothy L.	Elementary School Monitor (Hourly)	MPE	\$14.25	04/01/2013	09/02/2013
Camilleri, Anna	Elementary Teacher Aide (SY6)	SJE	\$30,605.00	04/22/2013	05/03/2013
Helfrich, Diane	FSW 24 HRS/LESS>7/1/02(Hourly)	NMS	\$14.95	04/02/2013	08/31/2013
Kiselewsky, Lorraine E.	Special Education Aide (Hourly)	Non Public Parochi al	\$17.98	04/08/2013	07/01/2013
Krupinski, Robert	Guard	HS East	\$18.04	03/11/2013	03/30/2013
Petrucci, Anthony C.	Guard	NMS	\$18.04	04/01/2013	04/28/2013
Renna, Joanne	Elementary Teacher Aide (Hourly)	BB	\$17.98	04/22/2013	06/14/2013

(4) Leave of Absence - Reasons

Ms. Amoruso is requesting an extension to her unpaid leave of absence (11/21/12 to 9/2/13) for medical reasons. She is an employee of the district and leave is recommended by her supervisor.

Ms. Camilleri is requesting an unpaid leave of absence from 4/22/13 to 5/3/13 for personal reasons. She is an employee of the district and leave is recommended by her supervisor.

Ms. Helfrich is requesting an extension to her unpaid leave of absence (1/2/13 to 8/31/13) for personal reasons. She is an employee of the district and leave is recommended by her supervisor.

Ms. Kiselewsky is requesting an unpaid leave of absence from 4/8/13 to 7/1/13 for personal reasons. She is an employee of the district and leave is recommended by her supervisor.

Mr. Krupinski is requesting an unpaid leave of absence from 3/11/13 to 3/30/13 for personal reasons. He is an employee of the district and leave is recommended by his supervisor.

Mr. Petrucci is requesting an extension to his unpaid leave of absence (2/1/13 to 4/28/13) for medical reasons. He is an employee of the district and leave is recommended by his supervisor.

Ms. Renna is requesting an unpaid leave of absence from 4/22/13 to 6/14/13 for medical reasons. She is an employee of the district and leave is recommended by her supervisor.

Personnel

B. Classified

(5) Retirements

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the notices of retirement of the following Civil Service employees of the Smithtown Central School District, Smithtown, NY, be approved as specified below, effective with the close of business.

<u>Name</u>	<u>Title</u>	<u>Location</u>	<u>Salary</u>	<u>End Date</u>
Aiken, Hubert	Custodial Worker 2 (ND)	AMS	\$67,496.00	06/16/2013
Mahoney, Susan	Senior Clerk Typist (12 Mo)	SHSW	\$60,628.00	06/28/2013

PersonnelB. Classified(6) Terminations

Upon recommendation of the Superintendent of Schools, be it RESOLVED, terminations of the following Civil Service employees of the Smithtown Central School District, Smithtown, NY, be approved as specified below.

<u>Name</u>	<u>Title</u>	<u>Location</u>	<u>Salary</u>	<u>End Date</u>
DiPietro, Lisa M.	School Monitor (TPPK)	NYA	\$10.00	04/10/2013
Richters, Roberta	Election Worker No W2	NYA	\$150.00	04/09/2013
Sinatra, Anthony	Maint Mechanic (TPPK)	FAC	\$37.20	06/30/2013

PersonnelB. Classified(7) Temp/Peak Appointments

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following are appointed as Civil Service employees of the Smithtown Central School District, Smithtown, NY, as specified below, providing the appointee meets the required qualifications for the job.

<u>Name</u>	<u>Title</u>	<u>Location</u>	<u>Salary</u>	<u>Date</u>
Adams, Maryellen	School Monitor TPPK	NYA	\$10.00	04/10/2013
Caravella, Gina	School Monitor TPPK	NYA	\$10.00	04/10/2013
Caroussos, Lynne	School Monitor TPPK	NYA	\$10.00	04/10/2013
Dittmeier, Mark A.	Guard TPPK	NYA	\$18.04	04/10/2013
Kelly, Timothy	Guard TPPK	NYA	\$18.04	04/10/2013
McQuade, Cathleen D.	School Monitor TPPK	NYA	\$10.00	04/10/2013
Montana, Gina M.	School Monitor TPPK	NYA	\$10.00	04/10/2013
Struzzieri, Susan	School Monitor TPPK	NYA	\$10.00	04/10/2013
Ventre, Dolores	School Monitor	NYA	\$10.00	04/10/2013
Walker, Audrey D.	School Monitor TPPK	NYA	\$10.00	04/10/2013
Wightman, Karen	School Monitor TPPK	NYA	\$10.00	04/10/2013