

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

November 22, 2011

Held in the Joseph M. Barton Bldg.

Meeting called to order at 7:00 p.m. by Gladys Waldron, President of the Board of Education. On motion by Mrs. Knox, seconded by Ms. McEnroy, the Board voted unanimously to convene in Executive Session to discuss matters leading to potential discipline of Particular Personnel and to discuss negotiations conducted pursuant to the Taylor Law involving SSAA and STA.

At 8:00 p.m. Ms. Plourde moved, Mrs. Knox seconded, and the Board reconvened the Regular Meeting.

Members present:

Gladys M. Waldron	Louis Liguori
Joseph T. Saggese	Joanne McEnroy
Theresa Knox	Grace Plourde

Also present:

Edward Ehmann, Superintendent
Maria Rianna, Asst. Supt.
Joan Niles, Asst. Supt.
Karen Ricigliano, Asst. Supt.
Eugene Barnosky, Lindsay Crocker, Board Counsel
Visitors
Maureen O'Connor, District Clerk

I. OPENING CEREMONY – Salute to flag and moment of silence conducted by Mrs. Waldron.

II. COMMUNICATIONS

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

1. Letter to Board of Education from Mr. Neil Carlin regarding Article on Teacher Salaries.
2. Letter to Board of Education from Mr. Neil Carlin regarding Article on Negotiations.
3. Letter to Board of Education from the family of John Nocero regarding appreciation for expression of sympathy.
4. Letter to: Board of Education from Mr. Robert S. Thompson regarding Board of Education Trustee vacancy.

MOTION by Mrs. Knox, seconded by Ms. McEnroy that the correspondence in Section A, as listed above, be received and that the recommendations of the administration (where indicated) be accepted.

All aye. Motion carried (6 -0).

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

III. OLD BUSINESS – None

IV. COMMITTEE REPORTS

A. Business Affairs- Mr. Liguori reported that the last meeting was November 9th. There will be a series Community Budget Information meetings which will re-cap the items discussed at the Business Affairs meetings.

B. Facilities- Mr. Saggese reported that the next meeting is November 29.

C. Housing Committee- Mrs. Knox stated that the work of the Committee is ongoing. The next meeting is December 1st and the Committee is planning on presenting their report to the Board by the end of January.

D. Instructional Services Committee - Meeting tomorrow, November 23 at 8:30a.m. Agenda items will include Common Core Curriculum, Student Exchange, RtI and an APPR update.

E. Negotiations- Mr. Saggese reported that the Committee met last week. There are still four open contracts being negotiated. The Board came to a consensus that they will not be considering a “super-override”, but will stick with the 2% budget cap figure. The Committee will be having a Community Forum/Meeting to give an overview of the Negotiations process.

F. Policy- Ms. Plourde reported that the Committee met yesterday and will be bringing forth the first reading of three proposed policy changes. Policy 2350 Board Meeting Procedures, Policy 6700 Purchasing Policy, and Policy 6710 Purchasing Authority.

G. Board Liaison to Athletic Council- Mrs. Waldron reported that the Athletic Council will be having a meeting on December 8th.

H. Board Liaison to PTA Council- Ms Plourde reported that the PTA Council had a meeting last night. Some of the items discussed were; Red Ribbon week, Cool To Be Kind, Halloween activities including food pantry donations, Dollar for Denim fundraiser, and the Nesaquake Art Auction. There was also a lengthy discussion on the District’s Health and Wellness policies.

V. SUPERINTENDENT'S REPORT –

A. Presentation of Independent Audit Report from R. S. Abrams & Co.,LLP - Marianne Van Duyne from R. S. Abrams presented the Independent Audit Reports of the Financial Statements and Extra Classroom Activity Accounts and stated in both Audits the District received an Unqualified Report. Ms. VanDuyne thanked Mrs. Niles and the staff for its cooperation with the audit. Along with the report is the Management Letter which contains a list of recommendations for this year, along with the status of last year’s recommendations. Most recommendations are procedural in nature.

Discussion- Mr. Saggese requested clarification of the Capitalized Cost Policy, the one time charge for the state aid loss, and the comments contained in the Management Letters. Mr. Saggese asked if the Audit committee has recommended acceptance of these recommendations. Mrs. Knox said that yes they had.

Mr. Liguori asked for clarification of the Insurance Reserve Funds. Ms VanDuyne stated that this reserve fund was established when the district was self funded. The District has kept the fund until all the claims in the old plan are processed. The reserve is usually kept for seven years and reviewed every year to monitor activity. Mr. Liguori also questioned how the lunch fund was able to recover from the deficit they had last year. Ms. VanDuyne responded that they did have increase in lunch price and curtailed expenses and they do have a fund balance.

Mr. Saggese wanted point out for the record that we appropriated reserves of 5.9 m in the budget, however we used only 5.1 million and had to add 4.2 million for the state aid, leading to a decrease in reserves of 9.3m dollars.

B. Updates – The Superintendent brought the Board up-to-date on the following items of interest:

- Smithtown Central School District will be conducting an emergency preparedness drill on Wednesday, November 23, 2011. There will be early dismissal at all schools. The students’ early dismissal from school on that day will be approximately **15 minutes** earlier than the normal dismissal time.
- The 17th Annual Business Olympics will be held on Wednesday, December 7th at High School West. “Express Your Apps” is the topic for this year’s competition.

- Central registration for the 2011-2012 kindergarten class will take place in January at the Joseph M. Barton Administration Building. Check the district website www.smithtown.k12.ny.us for further information.
- Smithtown Central School District, in conjunction with SCOPE, is now registering for the Smithtown Winter Explorations Program for students in grades K-5. The brochure, complete with course information and fees, is available in the virtual backpack and on the website at www.smithtown.k12.ny.us. The deadline for registering is Friday, December 30, 2011.
- Two Great Hollow Middle School clubs joined forces to help disadvantaged children around the world. Under the leadership of the International Club and the Peanut Butter Gang Community Service Club, Great Hollow students collected money at lunches and while trick-or-treating. Their efforts yielded over \$800 for UNICEF, a global humanitarian relief organization.
- Director of Guidance, Ingrid Hrvatin, and the High School counseling staff, recently hosted Fall Mini College Day at Smithtown High School East and Smithtown High School West. School counselors, Dorothy Caputo and Amy Insana, the High School counseling staff, and the members of The North Shore Consortium, comprised of twelve high schools, coordinated this successful event. Over 50 colleges were in attendance and representatives met with hundred of juniors and seniors.
- Cristen Feeney, a senior at Smithtown High School West, has been named a 2011 Artist Scholar by the Long Island Arts Alliance in the area of theatre arts.
- The Accomsett Middle School National Junior Honor Society participated in “Operation Gratitude” - a candy drive which took place the week after Halloween. In coordination with the St. James Veterans of Foreign Wars, over three hundred pounds of Halloween candy were collected and will be sent to troops overseas.
- Gold Card holders in the Senior Connections Program have been invited to the following events:
 - 1) St. James Elementary presents “The Nutcracker” on December 21st and December 22nd
 - 2) Smithtown High School West Winter Concert on December 15th
 - 3) Smithtown High School East Holiday Concert on December 19th

C. Committee on Special Education

MOTION by Mrs. Knox, seconded by Mr. Liguori approving Committee on Special Education Items 1-2 on a consent motion.

All aye. Motion carried (6 -0).

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.”

2. **Sub-Committee on Special Education**

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

152020, 300153, 305652, 305785, 307312, 302114, 303687, 305966, 309590, 305157, 304805, 187529, 304631, 308092, 312447, 303838, 304059, 309612, 301556, 304143, 309656, 308053, 311937, 301049, 310419, 312477, 303951, 305003, 312618, 309581, 303685, 301999, 305874, 310712, 305623, 312568, 301038, 309690.

D. Committee on Preschool Special Education

MOTION by Mrs. Knox, seconded by Ms. McEnroy approving Preschool Special Education Items 1-2 on a consent motion.

All aye. Motion carried (6-0).

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.”
P312766, P312817, P312572, P312573, P312807

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.”
P311881,

E. Tentative Calendar for November and December 2011 - The calendars were reviewed and amended by the Board. The following meetings were added to the calendar; December 8th at 7:00p.m. a Community Forum on Negotiations at NYA, December 14th at 7:00p.m. Special Board of Education Meeting, Executive Session only to discuss Particular Personnel. Mr. Ehmann also announced a meeting on December 7th at Western Suffolk BOCES with the Superintendents, Board of Education Presidents and PTA Councils to review the impact of the 2% tax cap on all districts.

F. Litigation – was discussed during the earlier Executive Session.

WHEREAS, by resolution dated July 13, 2011, the Board of Education authorized the appointment of Hearing Officer Stephen Bluth to conduct a Section 75 Hearing; and

WHEREAS, by letter dated July 15, 2011, a District employee was notified of the Section 75 charges; and

WHEREAS, by letters dated July 15, 2011 and August 31, 2011, the Hearing Officer was notified that he was to conduct a hearing on said charges that he was to submit the record of the hearing, along with his recommendations, for the Board of Education review and decision; and

WHEREAS, a hearing was held on September 16, 2011; and

WHEREAS, in an opinion dated November 9, 2011, the Hearing Officer found the employee guilty of Charge I, Specifications 1, 2, 3; Charge II, Specifications 2, 3, 4 and Charge III, Specifications 1,2,3 set forth in the July 15, 2011 charges and recommended that the employee be dismissed from his position with the District; and

WHEREAS, the Board of Education has reviewed the record of the hearing including the transcript; and

WHEREAS, the Board of Education has reviewed and considered the opinion and recommendations of the Hearing Officer.

NOW, BE IT RESOLVED, the Board of Education hereby accepts in its entirety the opinion and recommendation of the Hearing Officer in the Civil Service Law Section 75 disciplinary hearing; and

BE IT FURTHER RESOLVED, that Employee No. 03437's employment with the District shall be terminated effective November 23, 2011.

MOTION by Mrs. Knox seconded by Ms. Plourde that Employee No. 03437's employment with the District shall be terminated effective November 23, 2011.

All aye. Motion carried (6 -0).

G. Revised Policy 2350 – Board Meeting Procedures - Board of Education Policies - First Reading

The revised Policy 2350 – Board Meeting Procedures - Board of Education Policies is presented for your information and discussion at the November 22, 2011 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the December 13, 2011 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 January 10, 2012 Regular Meeting.

Discussion- Mr. Saggese asked what is the change and what is the reason for the change. Mrs. Knox explained the change is to state Old Business to Unfinished Business on the agenda, and to change the time limit from five minutes to public participation to three minutes. Mrs. Knox further explained that the Unfinished Business change is to bring the agenda in line with Roberts Rules and the change is time limits for speakers is to insure the smooth and efficient running of a meeting. Mr. Saggese stated his opinion that he would not be in favor of either of these changes. Mr. Liguori also stated he would not be in favor of changing the time limit. Ms. McEnroy pointed out that the change from Old Business to Unfinished Business is really just a correction not a change. Ms. McEnroy asked whether the time limit change would apply to community and committee meetings. Ms. Waldron responded that there are no such limits at those types of meetings. Ms. McEnroy also clarified that the five minutes time limit now includes the questions the participant ask as well as the answers they solicit from those questions.

H. Revised Policy 6700 – Purchasing Policy - Board of Education Policies - First Reading

The revised Policy 6700 – Purchasing Policy - Board of Education Policies is presented for your information and discussion at the November 22, 2011 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the December 13, 2011 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 January 10, 2012 Regular Meeting.

Discussion- Ms. Niles clarified the changes in this policy.

I. Revised Policy 6710 – Purchasing Authority - Board of Education Policies - First Reading

The revised Policy 6710 – Purchasing Authority - Board of Education Policies is presented for your information and discussion at the November 22, 2011 Regular Meeting of the Board of Education.

Discussion- Mr. Saggese asked what the changes were and what precipitated these changes in policy. Mrs. Knox explained that the adding of the Purchasing Agents name has actually been in the policy but the district did not have a Purchasing Agent for a while, therefore the name could not be added. The second change was adding the Assistant Superintendent for Finance as a supervisor for the Purchasing Agent along with the Superintendent which is a reflection of what is currently the practice.

A second reading, with any revisions deemed appropriate, will occur at the December 13, 2011 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 January 10, 2012 Regular Meeting.

VI. 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.

Kylie Strzelczyk	7 th Grade	V G Winter Track	Smithtown HS East
Cole DeMarco	8 th Grade	V G Winter Track	Smithtown HS East
Olivia Faulhaber	7 th Grade	V G Winter Track	Smithtown HS East

MOTION by Mrs. Knox seconded by Ms. Plourde that Instructional Report Item A Selection Classification Recommendation by approved.

All aye. Motion carried (6 - 0).

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

1. Noelle Ciminiello expressed concerns about the possible closing of Mills Pond.
2. Victoria Cuomo expressed concerns about the possible closing of Mills Pond.
3. Pam Farino had questions regarding the presentations of the Housing Committee, and Business Affairs Committee.
4. Danielle Anderson expressed concerns about the possible closing of Mills Pond.
5. Rick Schlomann expressed concern regarding the changing of Policy 2170, and Business Affairs committee meeting updates .
6. Catherine Creighton suggested the Board retain a Parliamentarian, expressed concern over changing Policy 2170 and questioned the protocol for filling a Board trustee vacancy.
7. Wayne Wellinger expressed concerns about the possible closing of Mills Pond.

VIII. BUSINESS AFFAIRS

A. Finance

MOTION by Mr. Saggese, seconded by Mr. Liguori to **Table** Finance Items 5 and 6.

All aye. Motion carried (6-0).

MOTION by Mr. Saggese, seconded by Mr. Liguori approving Finance Items 1-4 and 7-9 on a consent motion.

All aye. Motion carried (6-0)

1 - Independent Audit Report for Year Ended June 30, 2011

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the Board of Education accepts the Report on Audit for the Year Ended June 30, 2011 and the Extra Classroom Activity Funds - Report on Audit, prepared and submitted by the District's Independent Auditor, R.S. Abrams and Company, LLP."

2 – Budgetary Transfers

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following budgetary transfers of funds be approved for the 2011-12
school year:

FROM:	See Attached	\$71,447.78
TO:	See Attached	\$71,447.78"

3 – Bid Recommendations

"Upon recommendation of the Superintendent of Schools,
be it

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

07-25R	Ext.	Fuel Tank Monitoring System
09-53	Ext.	Matting – Walk Off
11-37		Athletic Supplies – Winter 2011-12"

4 – Flexible Spending Account (FSA) Client Services Agreement

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to renew the Flexible Spending Account Services Agreement (“Agreement”) between J.J. Stanis and Company, Inc. and the Smithtown Central School District (“Client”) which provides certain administrative services with respect to the Client’s Flexible Spending Account Employee Welfare Benefit Plan, as governed by the relevant provisions of the Internal Revenue Code, for 2012 calendar year and to take any additional necessary actions in furtherance of the Agreement.”

5 – Internal Auditor’s Agreed-Upon Procedures Report – Special Education

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the Board of Education accepts the Agreed-Upon Procedures Report related to the operations of the Special Education Department, dated June 30, 2011, issued by the District’s Internal Auditor, Cullen & Danowski, LLP.”

6 – Internal Risk Assessment Update Report

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the Board of Education accepts the Risk Assessment Update Report, dated June 28, 2011, issued by the District’s Internal Auditor, Cullen & Danowski, LLP.”

7 – Contract for Presentations

"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 individual, to make three (3) Eating Disorders presentations at Smithtown High School East and West, during the 2011-2012 school year, at a cost of \$150.00 per presentation:

8 – Contract for AIDS Awareness Presentations

"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 make four (4) AIDS awareness presentations at Smithtown High School East and West (1 per semester for each school), for the 2011-2012 school year, at the rate of \$500.00 per presentation:

Love Heals
The Alison Gertz Foundation
for AIDS Education
2 Fifth Avenue
#2Q
New York, NY 10011”

9 – Contract for Financial Aid Presentation

"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 individual, to make a presentation during Financial Aid Night at Smithtown High School West, on January 5, 2012, at a total fee of \$500.00:

Joseph Sciamè
Vice President for Government
and Community Relations
St. John’s University
8000 Utopia Parkway
Jamaica, New York 11439”

B. Operations

MOTION by Mrs. Knox, seconded by Ms. Plourde approving Operations Items 1-3 on a consent motion

All aye. Motion carried (6-0).

Addition to List of Organizations Approved to Use School Facilities,
2011-2012 School Year

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following organization, having made formal application, is hereby approved to use school facilities at the Smithtown Central School District during the 2011-2012 school year, subject to all School District policies, rules and regulations, Standard Uniform Practices, and contract provisions:

2011-2012 SCHOOL YEAR

Rotary Club of Smithtown/Smithtown Charitable Fund
Sts. Philip & James School
Smithtown Fire Department”

2 - 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

\$11,261.00 to fund field trips for the 2011-2012 school year	Accompsett Elementary parents
\$32,520.61 for a playground at Tackan Elementary School	The Booster Club of Smithtown P.O. Box 166 Smithtown, NY 11787
\$1,944.40 to fund field trips for the 2011-2012 school year	Branch Brook Elementary parents
Five piece drum set, cymbals and stool for Accompsett Elementary School	Mary Ann Carrizzo 15 Melody Lane Kings Park, NY 11754
\$1,527.00 to fund field trips for the 2011-2012 school year	Mills Pond Elementary parents
\$3,875.21 to fund field trips for the 2011-2012 school year	Nesconset Elementary parents
\$204.00 to fund field trips for the 2011-2012 school year	St. James Elementary parents
\$2,831.00 to fund field trips for the 2011-2012 school year	Smithtown Elementary parents
\$1,000.00 to support the purchase of additional Accelerated Reader Assessments	Smithtown Elementary PTA
\$400.00 to fund a field trip to Stony Brook University for High School West	Smithtown High School West parents

3 - Declaration of Obsolete Items

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following items, due to poor condition and/or obsolescence, are no longer useful to the District, and are hereby declared to be obsolete, and are to be disposed of in a manner that is in the best interest of the Smithtown Central School District:

List of Computer Equipment for the District *
Attached list of items at Tackan Elementary School”

IX. PERSONNEL

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

1. Appointment of District ESL Extension
2. Appointment of Substitute Teacher(s)
3. Appointment of Academic Intervention Tutor(s)
4. Appointment of Regular Substitute Teacher(s)
5. Certifications
6. Appointment of Volunteers
7. Appointment of Co-Curricular Activities Sponsors
8. Coaching Assignment(s)
9. FMLA, Leave of Absence Without Pay
10. Notice of Resignation of Administrator
11. Notice of Resignations(s)
12. Request Leave of Absence, Without Pay
13. Notice of Retirement – Teachers
14. Appointment of Probationary Teachers Assistant (s)

MOTION by Mrs. Knox, seconded by Ms. McEnroy approving the Certified Personnel Items 1-14, as amended and detailed in the attached resolutions.

All aye. Motion carried (6-0).

B. Classified - The following Classified Personnel Items 1-7 were presented for the Board’s approval:

1. Appointments
2. Change of Status
3. Change of Status – Reason(s)
4. Resignation
5. Terminations
6. Correction From Prior Board Meeting
7. Election Worker(s)

MOTION by Mrs. Knox, seconded by Ms. McEnroy approving the Classified Personnel Items 1-7, as detailed in the attached resolutions.

All aye. Motion carried (6- 0).

X. NEW BUSINESS

A. Election of Board of Education Vice President- Mrs. Waldron declared that nominations for Vice President of the Board of Education were open. Ms. Enroy nominated Theresa Knox for the office of Vice President of the Board of Education. Ms. Plourde seconded the nomination.

ROLL CALL VOTE ON MOTION:

Grace Plourde	YES
Joanne McEnroy	YES
Louis Liguori	YES
Theresa Knox	YES
Joseph Saggese	NO
Gladys Waldron	YES

Motion carried. (5 -1)

Mrs. Waldron then declared that Theresa Knox was the duly elected Vice President of the Board of Education for the 2011-2012 school year.

B. Oath of Office to Vice President- Ms. O'Connor administered the Oath of Office to Theresa Knox.

XI. ADJOURNMENT

MOTION by Mr. Liguori, seconded by Mr. Saggese that the Board reconvene Executive Session to discuss Negotiations pursuant to the Taylor Law involving SSAA and STA.

All aye. Motion carried (6- 0).

The Board came out of Executive Session at 10:15p.m and indicated that no motions had been made in Executive Session.

At 10:15p.m. Mrs. Knox moved and Ms. Plourde seconded that the meeting be adjourned.

All aye. Motion carried (6-0)

Respectfully submitted,

Maureen O'Connor
District Clerk