

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

May 24, 2016

Held in Joseph M. Barton Bldg.

Meeting called to order at 6:30p.m. by Christopher Alcure president. On a motion by Mrs. Waldron, seconded by Mr. Liguori , the Board voted unanimously to convene in Executive Session to discuss the employment history of a particular person and to seek legal advice from the Board's Attorney.

At 7:59p.m. Mr. Thode motioned, Ms. Plourde seconded, and the Board voted unanimously to exit Executive Session and return to the public meeting.

Members present:

Christopher Alcure  
Joanne McEnroy  
Gladys Waldron  
Louis Liguori  
Grace Plourde  
Jeremy Thode

Members absent:

Theresa Knox

Also present:

James J. Grossane, Superintendent  
Jennifer Bradshaw, Asst. Supt.  
Karen Ricigliano, Asst. Supt.  
Andrew Tobin, Asst. Supt.  
Allyn Leeds, Ed.D. Acting Asst. Supt.  
Lindsay Crocker , Esq. Board Counsel  
Visitors  
Maureen O'Connor, District Clerk

**I. OPENING CEREMONY** - conducted by Mr. Alcure.

**II. COMMUNICATIONS**

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

1 . Letter To: Mr. Christopher Alcure  
From: Mr. Thompson, Mr. Coady and Ms. Hrvatin

- Re: Invitation to Senior Scholarship Ceremony
2. Letter To: Mr. Christopher Alcure  
From: HSW Math Honor Society Advisors  
Re: Invitation to Math Honor Society
3. Letter To: Mr. Christopher Alcure  
From: Mr. Michael Aleci  
Re: Invitation to HSE Annual Gold Cord Awards
4. Letter To: Board of Education  
From: Ms. Eileen Cook  
Re: Transgender Bathroom Directive

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

Discussion- Dr. Grossane read his response to a previous communication from Mr. Richard Healy

**Vote on Motion-** All aye. Motion carried (6-0).

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

**III. UNFINISHED BUSINESS** – None.

**IV. COMMITTEE REPORTS** - None.

**V. SUPERINTENDENT'S REPORT-**

**A. Updates and Awards :** Dr. Grossane presented awards to the following people:

PTA Reflections is a nationally acclaimed student recognition program to encourage artistic creativity in the classroom and at home. Students of all grades and abilities may participate and explore the arts based on the 2015-2016 theme: Let your Imagination Fly with the Power of Thought!  
Tonight we celebrate the following 3 students for their PTA Reflections project being chosen to advance to New York State Level:

Tiffany Holtje – HSW; Visual Arts “Let Your Imagination Fly with the Power of Thought”  
Joseph Siino – Tackan Elementary; Music “Imagine”  
Caileigh Harrigan – Tackan Elementary; Dance “Dreaming Dancer”

The following student for her PTA Reflections project being awarded the New York State Award of Merit  
Sydney Poulis – Tackan Elementary; Dance “Go Free”

National Merit Scholarship

We would like to congratulate High School West senior, Ryan Scheinberg has been selected as a winner of a National Merit Scholarship.

This year’s retirees were honored with certificates for their years of service to the District.

**MOTION** by Mr. Thode seconded by Ms. Plourde to move Section X. Personnel to the next item on the agenda.

**Vote on Motion:** All aye. Motion carried (6-0).

**X. PERSONNEL**

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

1. Appointment of STEP Program Teacher
2. Appointment of Summer STEP Program Teacher
3. Appointment of Staff for Special Education Extended School Year Program – 2016
4. Approval of Compensation for Summer Work
5. Coordinator of Department of Labor Summer Work Program
6. Notice of Retirement
7. Request for FMLA and/or Leave of Absence
8. Tenure Recommendation – Administrator
9. Tenure Recommendation – Teacher
10. Appointment of ABA Home Aide Supervisor – 2016-2017 School Year
11. Notice of Resignation
12. Approval of Compensation for Summer IEP Work
13. Appointment of Probationary Teacher

**MOTION** by Mrs. Waldron, seconded by Mr. Thode approving the Certified Personnel Items 1-13.

**Vote on Motion-** All aye. Motion carried (6-0).

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

1. Change of Status
2. Leave of Absence
3. Retirements
4. Resignation

- 5. Summer School Program
- 6. Temp/Peak Appointment

**MOTION** by Mrs. Waldron, seconded by Mr. Thode approving the Classified Personnel Items 1-6, as detailed in the attached resolutions.

**Vote on Motion-** All aye. Motion carried (6-0).

**C. Registered Nurses-** The following Registered Nurses Items were presented for the Board’s approval:

- 1. Summer School Program Nurses
- 2. Retirements

**MOTION** by Ms. McEnroy, seconded by Mrs. Waldron approving Registered Nurses Item 1-2. as detailed in the attached resolutions.

**Vote on Motion-** All aye. Motion carried (6-0).

**B. Tentative Calendar for June 2016** – The calendars were reviewed. No additional meetings were scheduled.

**C. Litigation (Executive Session)**

**D. Adoption Revised Policy 5150- School Admissions**

“Upon recommendation of the Superintendent of Schools be it

RESOLVED that the Revised Policy 5150 – School Admissions be adopted.”

**5150**

**SCHOOL ADMISSIONS**

The district shall provide a public education to all persons between the ages of five and twenty-one who have not received a high school diploma and are entitled to attend school. If such persons reside in the district, they may attend without payment of tuition.

A student under twenty-one years of age who has received a high school diploma shall be permitted to attend school or BOCES upon payment of tuition.

Upon registration, parents/guardians must bring the following information:

- 1. proof of child’s age;

- 2. parent/guardian photo identification
- 3. a record from a physician with all inoculations listed with a doctor’s signature or stamp.
- 4. proof of residency
- 5. proof of custody or guardianship

Specifics for each requirement are listed on the District’s website.

Cross-ref: 5155, Student Withdrawal from School

Ref: Education Law §§903; 904; 3202; 3208  
 Public Health Law §2164  
 Commissioner’s Regulation 100.2 (y.) Determination of Student Residency

Adoption date: March 25, 2003  
 Revised:

**E. Adoption Revised Policy 5405- Wellness Policy**

“Upon recommendation of the Superintendent of Schools be it

RESOLVED that the Revised Policy 5405 – Wellness Policy be adopted.”

**5405**

**WELLNESS POLICY**

Given the documented connection between proper nutrition, adequate physical activity and educational success, the Board of Education adopts the following goals and authorizes the following actions to provide district students with a school environment that promotes student health and wellness and reduces childhood obesity.

For the purposes of this policy, “school campus” means all areas of district property accessible to students during the school day; “school day” means the period from the midnight before to 30 minutes after the end of the official school day; and “competitive food” means all food and beverages other than meals reimbursed under federal food programs available for sale to students on the school campus during the school day.

**I. Foods and Beverages Available for Sale to Students on School Campus During the School Day**

The Board recognizes that a nutritious, well-balanced, reasonably-portioned diet is essential for student wellness. To help students possess the knowledge and skills necessary to make nutritious food choices for a lifetime, the district shall ensure that all foods and beverages available in school promote good nutrition, balance, and reasonable portion sizes. The district shall ensure that all foods and beverages

available for sale to students on the school campus during the school day meet or exceed the program requirements and nutrition standards found in federal regulations.

To accomplish this, the Board directs that the district serve healthy and appealing foods and beverages at district schools, following state and federal nutrition guidelines, as well as safe food preparation methods.

School Meals – the district shall:

1. Include fruits, vegetables, salads, whole grains, and low fat items at least to the extent required by federal regulations.
2. Encourage students to try new or unfamiliar items.
3. Make efforts to ensure that families are aware of need-based programs for free or reduced-price meals and encourage eligible families to apply.
4. Consider serving produce and food from local farms and suppliers.
5. Make free drinking water available at locations where meals are served.

Meal Scheduling – the district recommends

1. Provide adequate time to eat.
  2. Schedule lunchtime between normal lunch hours to the extent possible.
- Foods and Beverages Sold Individually (e.g., a la carte, vending machines, schools stores) – the district shall:
1. Ensure that all such items meet the nutrition standards set in federal regulations for competitive foods regarding whole grains, fruits, vegetables, calories, fat, saturated fats, trans fats, sugar, sodium, and caffeine.
  2. Permit the sale of fresh, frozen or canned fruits and vegetables, if processed pursuant to federal regulations, as exempt from the nutrition standards.
  3. Work with existing vendors or locate new vendors that will comply with nutrition standards.

Fund-Raising Activities – the district shall

1. Ensure that all fundraisers selling food or beverages to students on school campus during the school day meet the nutrition standards set in federal regulations for whole grains, fruits, vegetables, calories, fat, saturated fats, trans fats, sugar, sodium and caffeine.
2. Promote non-food items to sell, or activities (physical or otherwise) in which to participate.
3. Student groups conducting fundraisers which take place off the school campus or outside the school day must be aware of and are encouraged to follow this policy.
4. Outside organizations (e.g., parent groups, booster clubs) conducting fundraisers which take place off the school campus or outside the school day are encouraged to follow this policy.

Celebrations – the district shall:

1. Abide by the guidelines established in the District Wellness Plan for the frequency and content of classroom and school-wide celebrations where food is served.
2. Promote the use of food items which meet the standards for competitive foods and beverages, and promote non-food activities, and discourage foods and beverages which do not meet those standards, at celebrations
3. Model the healthy use of food as a natural part of celebrations.

II. Physical Activity

Physical activity is an important factor in staying healthy and being ready to learn. The Board encourages every student to develop the knowledge and skills necessary to perform a variety of physical activities, to regularly participate in physical activity, and to appreciate and enjoy physical activity as an ongoing part of a healthy lifestyle. In addition, staff, families, and community are encouraged to

participate in and model physical activity as a valuable part of daily life. The district's Physical Education program shall adhere to the curricular requirements of the Commissioner of Education and the New York State Learning Standards.

### Physical Education

1. Students shall engage in physical education for at least the minimum number of hours or days per week under State requirements.
2. Physical Education classes shall incorporate the appropriate NYS Learning Standards.
3. Promote, teach and provide opportunities to practice activities that students enjoy and can pursue throughout their lives (e.g., yoga, fitness walking, step aerobics).
4. The performance of physical activity shall not be used as a form of discipline or punishment.

### Recess

1. Maintain scheduled daily allotment of recess time for elementary school.
2. Student discipline should refrain when possible from impeding opportunities for physical activity.
3. Consider scheduling recess before lunch.

### Physical Activity in the Classroom

1. Promote the integration of physical activity in the classroom
2. When the district is under severe time or space constraints, consider meeting the state requirements for Physical Education through collaborative and integrative in-classroom activity, under the supervision of a Physical Education teacher.

### Extracurricular Opportunities for Physical Activity

1. Promote clubs and athletic program activities that meet the various physical activity needs, interests, and abilities of all students (e.g., walking, hiking and climbing).
2. Offer accommodating space for youth programs.

## III. Nutrition Promotion and Education

The Board believes that nutrition promotion and education is a key component in introducing and reinforcing healthy behaviors in students. Nutrition promotion and education that teaches the knowledge, skills, and values needed to adopt healthy eating behaviors shall be integrated into the curriculum. Nutrition promotion and education information shall be offered throughout the school.

The district's broader Health Education program shall incorporate the appropriate New York State Learning Standards.

### The Board's goals for nutrition promotion and education include that the district will:

1. Include nutrition education as part of not only health education classes, but also classroom instruction in other subjects.
2. Include enjoyable developmentally appropriate, culturally relevant participatory activities (such as contests, promotions, taste testing, farm visits and school gardens).
3. Promote fruits, vegetables, whole grain products, low fat dairy products, safe and healthy food preparation methods, and health enhancing nutrition practices.
4. Educate about caloric balance between food intake and energy expenditure.
5. Teach media literacy with an emphasis on food marketing where appropriate.

## IV. Other School-Based Activities

The district may implement other appropriate programs that help create a school environment that conveys consistent wellness messages and is conducive to healthy eating and physical activity. Such activities may include, but are not limited to, health forums or fairs, health newsletters, parent outreach, employee health and wellness activities, limiting the use of food as a reward, reviewing food marketing and advertising in school, hosting or promoting community-wide events, and offering wellness-related courses in the district's adult education program.

### Implementation

The Board shall designate one person to be responsible for ensuring that the provisions of this policy are carried out throughout the district. The Board may also designate one person in each building to ensure that the wellness activities and actions are being implemented at the building-level.

### Monitoring and Review

The Superintendent shall report to the Board and the public on the implementation and effectiveness of this policy. Every two years the Superintendent or his/her designee in consultation with appropriate personnel and advisory committees, shall monitor and review the district's wellness activities to determine whether this policy is having a positive effect on increasing student wellness and decreasing childhood obesity in the district. Based on those results, this policy, and the specific objectives set to meet its goals, may be revised as needed.

Parents, student, food service professionals, physical education teachers, school health professionals, school administrators, the general public, and the school board shall participate in the development, implementation and periodic review and update of this wellness policy.

The district shall inform and update the public (including parents, students and others in the community) about the content and implementation of this wellness policy.

The district shall monitor and review the implementation and effectiveness of this policy by conducting:

1. Periodic checks with Building Principals, classroom staff, and school health personnel to assess the progress of wellness activities and their effects.
2. Periodic checks of the nutritional content of food offered in the cafeterias for meals and a la carte items, and sales or consumption figures for such foods.
3. Periodic checks of the nutritional content of food available in vending machines, and sales or consumption figures for such foods.
4. Periodic checks of the nutritional content of food available in the school stores.
5. Periodic checks of the amount of time students spend in Physical Education classes, and the nature of those activities.
6. Periodic checks of extracurricular activities offered of a physical nature in schools.
7. Periodic review of the nutrition education curriculum.
8. Periodic completion of relevant portions of the CDC School Health Index.
9. Periodic check of student/parent opinions of cafeteria offerings and wellness efforts.
10. Periodic review of professional staff development offered which focuses on student wellness.
11. NYSSBA's Student Wellness Assessment Checklist every two years to review the effectiveness of this policy.

Ref: P.L. 111-296 (The Healthy, Hunger-Free Kids Act of 2010)  
P.L. 108-265 (Child Nutrition and WIC Reauthorization Act of 2004)  
42 USC § 1758(f)(1); 1766(a) (Richard B. Russell National School Lunch Act)

42 USC § 1779 (Child Nutrition Act)

7 CFR §210.10; 210.11; 210.11a (National School Lunch Program participation requires - standards for lunches, snacks, and competitive foods)

7 CFR § 220.8 (School Breakfast Program participation requirements - nutrition standards)

8 NYCRR Part 135 (Health and Physical Education curricular requirements); §114.1 (School Breakfast Program Requirements)

*Appeal of Phillips*, 37 EDR 204 (1997) (dec. no 13,843)

*Appeal of Williams*, 32 EDR 621 (1993) (dec. no 12,934)

Adoption date: October 24, 2006

Revised date:

**F. Adoption Revised Policy 9645 Disclosure of Wrongful Conduct**

“Upon recommendation of the Superintendent of Schools be it

RESOLVED that the Revised Policy 9645 – Disclosure of Wrongful Conduct be adopted.”

**9645**

**DISCLOSURE OF WRONGFUL CONDUCT**

The Board of Education (“Board”) expects officers and employees of the district to fulfill the public’s trust and to conduct themselves in an honorable manner, abiding by all district policies and regulations and by all applicable state and federal laws and regulations.

However, when district officers or employees know or have reasonable cause to believe that serious instances of wrongful conduct have occurred, they should report such wrongful conduct to the Superintendent of Schools (“Superintendent”) or the Board. For purposes of this policy, the term “wrongful conduct” shall be defined to include:

- theft of district money, property, or resources;
- misuse of authority for personal gain or other non-district purpose;
- fraud;
- actions that compromise the security and integrity of the district’s or state’s testing program;
- violations of applicable federal and state laws and regulations; and/or
- serious violations of district policy, regulation, and/or procedure.

**Disclosure and Investigation**

Employees and officers who know or have reasonable cause to believe that wrongful conduct has occurred or is occurring shall report such mismanagement, fraud or abuse to the Superintendent or the Board, if the allegation involves the Superintendent. Upon receiving a report of alleged wrongful conduct, the district shall take prompt steps to conduct an investigation.

Staff members who suspect that a violation of state testing procedures has occurred by a certified educator, or non-certified individual involved in the state testing program, must report their concerns to the State Education Department in the manner proscribed by the Commissioner of Education, and must also

report concerns to the Superintendent or Board. Any Building Principal receiving such a report will relay this information to the Superintendent.

The Superintendent or the Board or the Superintendent’s or Board’s designee (e.g., School Attorney, Independent Auditor, etc.) shall maintain a written record of the allegation and conduct an investigation to ensure that the appropriate unit (e.g., auditors, forensic auditors, police, etc.) investigates the disclosure.

Except as otherwise provided in either state and/or federal law, the Board designated officer will make all reasonable attempts to protect the identity of the employee making the disclosure in a confidential manner, as long as doing so does not interfere with conducting an investigation of the specific allegations or taking corrective action.

Pursuant to § 75-b of the Civil Service Law, the District will not dismiss or take other disciplinary action against an employee because the employee discloses to the Superintendent or the Board, or when appropriate, another governmental body information: (i) regarding wrongful conduct that creates and presents a substantial and specific danger to the public health or safety; or (ii) which the employee reasonably believes to be true and reasonably believes constitutes an improper governmental action. “Improper governmental action” means any action by the District or a District employee, or an agent of the District, which is undertaken in the performance of official duties and which is in violation of any federal, state or local law, rule or regulation.

Nothing in this policy is intended to interfere with legitimate employment decisions.

The Superintendent may establish regulations necessary to implement this policy.

This policy and accompanying regulations must be given to all employees.

Adoption date: April 10, 2007

Revised:

**MOTION** by Mrs. Waldron, seconded by Ms. McEnroy approving Superintendent’s Items D, E and F.

**Vote on Motion:** All aye. Motion carried (6-0).

**G. Revised Policy 5100 -Attendance Board of Education Policies - Second Reading**

The revised Policy 5100 is presented for your information and discussion at the May 24, 2016 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 June 14, 2016 Regular Meeting of the Board of Education.

The Board of Education, in accordance with the State Education Law, requires that each minor regularly attend school full time from the first day of session in September of the school year in which the minor becomes 6 years of age through the last day of the school year in which such minor becomes 16 years of age, unless she/he has completed a four year high school course of study. He/She may attend a school other than a public school or receive home instruction, provided the instruction is equivalent to that given in the public schools.

The Board of Education recognizes that regular school attendance is a major component of academic success. Through implementation of this policy, the Board expects to minimize the number of unexcused absences, tardiness, and early departures (referred to in this policy as "ATEDs"), encourage full attendance by all students, maintain an adequate attendance record keeping system, identify patterns of student ATEDs and develop effective intervention strategies to improve school attendance.

To be successful in this endeavor, it is imperative that all members of the school community are aware of this policy, its purpose, procedures and the consequences of non-compliance. To ensure that students, parents, teachers and administrators are notified of and understand this policy, the following procedures shall be implemented.

- A summary of the attendance policy will be included in student handbooks and will be reviewed with students at the start of the school year. Early in each school year, the policy will be presented at a school event stressing the parent's responsibility for their ensuring their children's attendance.
- Parents will receive a plain language summary of this policy by mail at the start of the school year. Parents will be asked to acknowledge that they have read and understand the policy.
- When a student is absent, tardy, or leaves early from class or school without excuse, designated staff member(s) will notify the student's parent(s) of the specific ATED, remind them of the attendance policy, and review ATED intervention procedures with them.
- School newsletters and publications will include reminders of the components of this policy and copies of this policy will also be made available to any community member upon request.
- The district will provide a copy of the attendance policy and any amendments thereto to all faculty and staff. New staff will receive a copy as well. All staff and faculty will meet at the beginning of each school year to review the attendance policy to clarify individual roles in its implementation.

#### Excused and Unexcused Absences

- Excused ATEDs are defined as absences, tardiness, and early departures from class or school due to personal illness, illness or death in the family, impassable roads or unsafe travel conditions, religious observance, quarantine, required court appearances, medical appointments, approved college visits, approved court appearances, approved cooperative work programs, military obligations, participation in school sponsored and approved activities, or such reasons as may be approved by the appropriate building administrator.
- All other ATEDs are considered unexcused absences.
- All ATEDs must be accounted for. It is the parent's responsibility to notify the school office within at least 24 hours of the ATED and to provide a written excuse upon the student's return to school.
- No student can participate in any extracurricular activity or interscholastic sporting event on a day when he or she is absent from school without the permission of the Building Principal or his/her designee.

#### Attendance/Grade Policy

The Board recognizes an important relationship between class attendance and student performance. Consequently, each marking period, a student's final grade may be based on classroom participation as well as student's performance on homework, tests, papers, projects etc. Students are expected to attend all

scheduled classes. Consistent with the importance of classroom participation, unexcused ATEDs may affect a student's class participation grade for the marking period.

Students who have more than five unexcused absences from a class that meets daily or three times for a class that meets on alternate days shall receive an incomplete grade for that marking period. A student who has more than (20) unexcused absences for a full year course meeting daily or (10) unexcused absences for courses meeting on alternate days or a half year course meeting daily shall receive an incomplete grade for the course.

An incomplete grade can be converted to the appropriate letter grade through the completion of a departmental assignment. If the departmental assignment is satisfactorily completed, the teacher will determine the marking period or course grade based on the student's performance during the marking period/course, including appropriate make-up work. However, a teacher is not required to provide a make-up opportunity to a student who voluntarily absents himself or herself from an examination or quiz.

To ensure uniform application of the attendance policy, the department chairperson or lead teacher will consult with the student's teacher and determine the amount, nature, and time limit (not to exceed 10 school days) for the departmental assignment. The activities developed by the department for the students to complete shall reflect the subject area, grade level, and ability level of those students. If the student does not complete the assignment in the time allocated or does not satisfactorily complete the assignment, the incomplete is to be changed to an "F".

#### General Procedures.

For students in grades K-12, attendance will be recorded for each period of instruction.

At the conclusion of each class period or school day, all attendance information shall be compiled and provided to the designated staff member(s) responsible for attendance. The nature of an ATED shall be coded on a student's record as follows: E = Absent-Excused; X = Tardy-Excused; T = Tardy-Unexcused; A = Absent-Unexcused; S = Sick/Illness-Excused; W = Work/Coop program-Excused; V = Visit to college-Excused; R = Religious observance-Excused; M = Medical appointment-Excused; F = Family illness or death in the family-Excused; C = Court appearance-Excused. L = Late to class. This data shall be available to and should be reviewed by the Principal in an expeditious manner. Data will be analyzed periodically to identify patterns or trends in student absences. Continuous monitoring will be conducted to identify students who are absent, tardy or leave class or school early.

Where additional information is received that requires corrections to be made to a student's attendance records, such correction will be made immediately. Notice of such a change will be sent to appropriate school personnel subject to applicable confidentiality rules.

#### Disciplinary Consequences

Unexcused ATEDs may result in disciplinary action consistent with the district's code of conduct. Those penalties may include, for example, detention or denial of the privilege of participating in or attending extracurricular events. In addition, designated staff member(s) will contact the student's parents and the student's guidance counselor. Such staff member(s) shall remind parents of the attendance policy, explain the ramifications of unexcused ATEDs, stress the importance of class attendance and discuss appropriate intervention strategies to correct the situation.

#### Attendance Incentives

The district will design and implement systems to acknowledge a student's efforts to maintain or improve school attendance. For example:

- Recognition will be given to students who maintain exemplary attendance. This may include certificates, recognition events and awards.
- At the classroom levels, teachers are encouraged to reinforce positive attendance by students by implementing motivational strategies.

### Application of Attendance Policy

Students shall not be considered absent from school when they are authorized by school officials to be somewhere other than their regularly scheduled classes. This includes activities such as meetings, conferences with school personnel, field trips, music lessons, athletic contests, testing and in-school suspension. However, these excused absences are still a "missed class" and the student is responsible for making up any work missed during that time, except as arranged as

part of a program reduction or modification made to accommodate special circumstances, such as required AIS services.

- Students may arrange with their teachers to make up any work missed. This also applies to any student who is absent, tardy or leaves early from school or a class due to illness or any other excused reason. All other absences from class will be counted.
- Teachers may recommend to the administrator that this policy be waived due to extenuating circumstances beyond the student's control, and if all assignments have been completed.
- Any student notified that he or she will receive an INCOMPLETE for the marking period or the course will have the right to a hearing with the appropriate administrator.
- This policy shall apply to students with a disability unless noted in their Special Education Individualized Education Program.
- Students attending classes at other facilities, such as a BOCES center, shall be subject to the attendance policies at those other facilities, except that this policy shall apply for that portion of the students' program for which they are enrolled in Smithtown schools.
- Students who transfer from one class section to another on the same level, or from one course level to another, will have their class attendance transferred to the new class.
- The school will establish and implement notification procedures to keep parents informed about the accumulation of class absences and how those absences relate to the school attendance policy.
- To ensure that parents and students are aware of the implications of this minimum attendance requirement, the teacher or other designated staff member(s) will advise the student and contact the parents by telephone and mail at appropriate intervals prior to the student reaching 10 or 20 unexcused ATEDs.

### Annual Review

The Board shall annually review building-level student attendance records and, if such records show a decline in student attendance, the Board shall revise this comprehensive attendance policy and make any revisions to the plan it deems necessary to improve student attendance.

Ref: Education Law §§1709; 3024; 3025; 3202; 3205-3213; 3225  
8 NYCRR §§104.1; 175.6

Adoption date: June 25, 2002

Revised:

**H. Revised Policy 8505 –Meal Charge Board of Education Policies - Second Reading**

The revised Policy 8505 is presented for your information and discussion at the May 24, 2016 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 June 14, 2016 Regular Meeting of the Board of Education.

**8505****MEAL CHARGE**

The Board of Education is committed to providing the opportunity for all students to access nutritious meals in a cost-effective manner. In recognition of the fact that students may occasionally forget lunch money, this policy sets forth the procedures for handling meal “charges” while being both sensitive to the student’s needs and mindful of the fiscal responsibilities of the Child Nutrition Program.

It is the responsibility of the parents/guardians to ensure that money for lunch is either brought to school to pay for lunch or that money is deposited to the students individual meal account regularly, maintaining a positive balance to cover the cost of student purchases of lunch and/or snacks.

To comply with State guidelines and maintain a system for accounting for charged meals, the district shall:

1. Allow a student to charge a meal, meaning, what is on the menu for the day, excluding extras and snacks.
2. Limit the number of charges to three (3) lunches per student.
3. Provide a sandwich, fruit/vegetable and milk at lunch, when a student exceeds the charge limit.
4. Expect that meal charges will be paid back the next school day.
5. Students will be required to pay all meal charges before being allowed to purchase a la carte items (snacks).
6. Notify parents on a timely basis of outstanding charges by the automated telephone system and/or by mail.
7. Use a computer-generated point of sale system, which identifies and records all meals as well as collect repayments.

Charged meals must be counted and claimed for reimbursement on the day that the student charged (received) the meal, not the day the charge is paid back. When charges are paid, these monies are not to be considered “a la carte” transactions, as a section on the daily payment report reads, “repayment.”

If the district suspects that a student may be abusing this policy, written notice will be provided to the parent that if he/she continues to abuse this policy, the privilege of charging meals will be refused. Parents will receive a letter at the end of the year stating any negative balance their child may have. The charge is expected to be paid before the school year ends. Any balance negative or positive will be carried over to the next school year, building, grade and student

**STAFF**

Staff members are allowed to purchase food from the district’s food services. However, all purchases must be on a cash basis or have funds on their account. As per the State Education Department, staff members are not allowed to charge meals to be repaid at a later date.

Notification to parents of the districts' meal charge policy will be available annually, via our website. The website address is [www.smithtown.k12.ny.us](http://www.smithtown.k12.ny.us) go to Departments and then Child Nutrition to see the policy.

REF:

42USC § 1779 (Child Nutrition Act of 1966)

42 USC §§1758 (f) (I); 1766 (a) (National School Lunch Act)

Adoption date: June 23, 2015

Revised:

**I. Revised Policy 8334 Use of Credit Cards Board of Education Policies - Second Reading**

The revised Policy 8334 Use of Credit Cards is presented for your information and discussion at the May 24, 2016 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 June 14, 2016 Regular Meeting of the Board of Education.

**8334**

**USE OF CREDIT CARDS**

The Board of Education permits the use of district credit cards by the Superintendent of Schools and the Purchasing Agent to pay for actual and necessary expenses incurred in the performance of work-related duties for the district. All credit cards will be in the name of the school district.

The district shall establish a credit line not to exceed \$10,000 for all cards issued to the district.

The Board shall ensure that the credit card is secured through an RFP process and the relationship between the district and the credit card company is such that the district preserves its right to refuse to pay any claim or portion thereof that is not expressly authorized, does not constitute a proper district charge, or supersedes any laws, rules, regulations, or policies otherwise applicable. In addition, the Board will ensure that no claim shall be paid unless an itemized voucher approved by the officer whose action gave rise or origin to the claim, shall have been presented to the Board and shall have been audited and allowed.

Credit cards may only be used for legitimate school district business expenditures. The use of credit cards is not intended to circumvent the district's policy on purchasing.

Users must take proper care of these credit cards and take all reasonable precautions against damage, loss, or theft. Any damage, loss, or theft must be reported immediately to the Business Office and to the appropriate financial institution. Failure to take proper care of credit cards or failure to report damage, loss or theft may subject the employee to financial liability.

Purchases that are unauthorized, illegal, represent a conflict of interest, are personal in nature or violate the intent of this policy may result in credit card revocation and discipline of the employee.

Users must submit detailed documentation, including itemized receipts for commodities, services, travel and/or other actual and necessary expenses which have been incurred in connection with school-related business for which the credit card has been used.

The Superintendent of Schools, in consultation with the Assistant Superintendent of Business and the district’s Purchasing Agent, shall establish regulations governing the issuance and use of credit cards. Each cardholder shall be apprised of the procedures governing the use of the credit card and a copy of this policy and accompanying regulations shall be given to each cardholder.

The Assistant Superintendent of Business shall periodically, but no less than twice a year, report credit card usage to the Board

Cross-ref: 6700, Purchasing  
6830, Expense Reimbursement

Ref: Education Law §§ 1724(1); 2524(1) (itemized, audited, and approved vouchers required)  
Opns. St. Compt. No. 79-202 (use of multi-purpose credit cards by municipal employees)  
Opns. St. Compt. No. 79-494  
Opns. St. Compt. No. 78-897 (gas credit cards)

Adoption date: September 24, 2012  
Revised:

**VI. INSTRUCTIONAL REPORT –**

**A. Overnight Field Trip Request**

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that permission is granted for eligible students from both High School East and High School West to compete in the Academic Quizbowl Tournament at the Hilton Mark Center, 5000 Seminary Road, Alexandria VA; June 3-6, 2016.

They will be escorted by the following adult chaperones:

- Michael Zartler, Teacher SHS East
- Shaun Minton, Teacher SHS East
- Robin Jacobsen, Teacher SHS West
- Michele Siano, Teacher SHS West

**MOTION** by Ms. Plourde seconded by Mrs. Waldron approving Instructional Report Item A.

**Vote on Motion:** All aye. Motion carried (6-0)

**B. School Start Time Steering Committee Update-** Ms. Bradshaw presented the Board with an update on the School Start Time Steering Committee. The next meeting is scheduled for June 14<sup>th</sup>.

**VII. PUPIL PERSONNEL SERVICES-**

**A. 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.”

Committee on Special Education/Preschool Special Education:

As per attached CSE meetings held between 05/09/2016 and 06/20/2016.

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

As per attached SCSE meetings held between 05/09/2016 and 06/20/2016.

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

**B. 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.”

**See Attached –CPSE meetings from 4/22/16 – 5/16/16**

**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.”

**See Attached –CPSE meetings from 4/22/16 – 5/16/16**

**MOTION** by Mrs. Waldron seconded by Ms. McEnroy approving Pupil Personnel Services Items A-B.

**Vote on Motion** : All aye. Motion carried (6-0).

**VIII. AUDIENCE** –Mr. Alcure welcomed the following members of the audience to the podium to address the Board.

- 1. Maryann Stephens- Grabowski requested an update on the current status of the cross country coach.

**IX. BUSINESS AFFAIRS**

**A. Finance**

1 – Bid Recommendations

"Upon recommendation of the Superintendent of Schools,  
be it

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

	11-42	Ext.	Supply HVAC/R, Pumps & Motor
	12/13-06	Ext.	Fire Alarm & Clock Systems Inspections & Maintenance
	12/13-09	Ext.	Plastic Liners
	12/13-13	Ext.	Athletic Cheerleading/Kickline Uniforms
<b>RFP</b>	14/15-07	Ext.	Third Party Administrator – Workers' Compensation Self-Insured Program
	14/15-08	Ext.	Coach Bus Transportation
	15/16-16		Poisonous Vegetation Removal

*As per the attached memos from Beth Woods  
to Andrew Tobin dated 5/24/16"*

2 – Budgetary Transfers

"Upon recommendation of the Superintendent of Schools,  
be it

RESOLVED, that the following budgetary transfers of funds be approved for the 2015-16 school  
year:

FROM: See Attached

\$3,148,720.35

3 - 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 amend the Agreement dated March 22, 2016, between the Smithtown Central School District and SCOPE Education Services, for the Summer Explorations Program, changing the location from Nesaquake Middle School to Accomsett Middle School, for the period of July 5, 2016 through July 29, 2016.”

4 - Contract for Security Guard, AED/CPR Training, Basic First Aid and  
AHA/BLS for Healthcare Providers

"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, at the rates indicated for the 2016-2017 school year, to provide Security Guard Training, AED/CPR Training, Basic First Aid and American Heart Association BLS for Healthcare Providers Refresher Course:

Advanced Training Center  
79 West Main Street  
Smithtown, NY 11787

NYS 8 Hour Annual In-Service Security Guard Training Course:  
\$40.00 per person

American Heart Association CPR/AED Training Course:  
\$35.00 per person

Basic First Aid  
\$35.00 per person

AHA/BLS for Healthcare Providers  
\$35.00 per person for Refresher Course  
\$60.00 per person for Original Version w/ student manual”

5 – Contract for Motivational Speaker

"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 speak at two Pre-Prom Meetings to parents and senior students, at High School East during the 2015-2016 school year, at a total cost of \$1,100.00:

Paul Failla  
P.O. Box 416  
Miller Place, NY 11764”

6 - Contract for Professional Development Training

"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 Professional Development Training and Coaching for social emotional learning, for the 2016-17 school year, at the rates indicated on the attached sheet:

Project Presence Inc.  
436 West Main Street  
Patchogue, NY 11772”

7 - Contract for Consultant 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, to provide Consultant Services, as per the attached rate sheet, for the 2016-2017 school year:

Developmental Disabilities Institute  
99 Hollywood Drive  
Smithtown, NY 11787”

8 – Contract for Special Education Public School Placements – East Islip

"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 with the public school listed below for the placement of students with educational disabilities, to attend our 2016-2017 Extended School Year Program, as approved by the Committee on Special Education:

East Islip School District  
1 Craig B. Garipey Avenue  
Islip Terrace, NY 11752”

9 - Contracts for Special Education Private School Placements – Eden II

"Upon recommendation of the Superintendent of Schools,  
be it

RESOLVED, that the President of the Board of Education is hereby authorized to enter into contracts with the private school listed below, to provide instructional services as well as consultant services, set forth on the attached Schedule A, for the 2016-17 school year:

Eden II School for Autistic Children, Inc.  
600 Newbridge Road  
East Meadow, NY 11554”

**MOTION** by Mrs. Waldron, seconded by Mr. Thode approving the Finance Items 1-9.

**Vote on Motion-** All aye. Motion carried (6-0).

**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

\$1,000.00 donation to High School East to support science, math or engineering education

Society for Science & the Public  
1719 N. Street, NW  
Washington, DC 20036-2801

\$4,105.90 donation to contribute to the costs incurred by the 2016 NYSSMA Solo Ensemble Festival

NYSSMA  
New York State  
School Music Association  
718 The Plain Road  
Westbury, NY 11590-5956”

## 2 – 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:

### **High School East – Library**

Attached Obsolete Request Forms – Books

Departments: Social Studies & English

### **High School West – English**

Attached list of books

### **Transportation Department**

2000 GMC W/C Van (#26), VIN# 1GDJG31F9Y1240413

2002 Chevy Van (#15), VIN# 1GCHG35RX21236594

2008 Dodge Caravan (#81), VIN# 1D8HN11H58B162111

2000 Ford SUBN (#86), VIN# 1FMZU71X1Y2B98123”

3 – Additions to Lists of Organizations Approved to Use School Facilities,

"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 2015-2016 and 2016-2017 school years, subject to all School District policies, rules and

regulations, Standard Uniform Practices, and contract provisions:

2015-2016 SCHOOL YEAR

Smithtown Stampede Baseball

2016-2017 SCHOOL YEAR

Accompsett Middle School PTA

Smithtown Council of PTA

Smithtown High School West PTSA

Smithtown Kickers, Inc.”

**MOTION** by Mrs. Waldron, seconded by Mr. Thode approving Operations Item 1-3 .

**Vote on Motion-** All aye. Motion carried (6-0).

**XI. NEW BUSINESS** – Mr. Liguori requested that the administration prepare an analysis of the financial impact the new NYS minimum wage law will have on the district.

**XII. ADJOURNMENT**

**MOTION** by Mr. Liguori , seconded by Ms. McEnroy to adjourn into Executive session to discuss the employment history of a particular person.

**VOTE ON MOTION:** All aye. Motion carried (6-0 ).

May 24, 2016

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At 9:50p.m. Mr. Liguori motioned, Mrs. Waldron seconded and the board voted unanimously to exit Executive Session and return to the Public meeting.

MOTION by Mr. Liguori, seconded by Mrs. Waldron that the meeting be adjourned at 9:50p.m.

Respectfully submitted,

Maureen O'Connor  
District Clerk

Personnel

A. Certified

(1) Appointment of STEP Program Teacher

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the person specified below be appointed to teach and/or substitute teach for the STEP after-school program for the 2016-2017 school year. The teacher will be compensated at the contractually approved summer teaching rate.

Name

Davison, Patricia  
Ferraro, Jeanette  
Nelson, Mary Ellen  
Sicardi, Mary E.  
Sweeney, Alison M.

Personnel

A. Certified

(2) Appointment of Summer STEP Program Teacher

Upon the recommendation of the Superintendent of Schools, be it RESOLVED, that the person specified below be appointed to teach and/or substitute teach for the STEP summer program. The teacher will be compensated at the contractually approved summer teaching rate.

Name

Davison, Patricia

Ferraro, Jeanette

Nelson, Mary Ellen

Sicardi, Mary E.

Sweeney, Alison M.

PersonnelA. Certified(3) Appointment of Staff for Special Education Extended School Year Program - 2016

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following persons be approved to teach and/or substitute teach at the Special Education Extended School Year Program to be held at a District elementary school from July 5, 2016 through August 15, 2016. Teachers will be compensated at their hourly rate pending conclusion of the STA negotiations. Teachers will be assigned pending student enrollment.

Name

Brunet, Jessica J. - Substitute or Teacher pending enrollment  
 Cerullo, Peter - Physical Education Teacher  
 Como, Kristine - Teacher  
 Conklin, Kristen A. - Speech Teacher  
 Connolly, Matthew E. - Lead Teacher  
 Cummings, Caroline - Teacher  
 Davison, Patricia - Teacher  
 Fallacaro, Sheri L. - Teacher  
 Fellows, Geralyn M. - Speech Teacher pending enrollment  
 Granice, Alyssa - Social Worker  
 Hurley, Richard - Teacher  
 Kohilakis, Virginia - Teacher  
 McDonald, Kerri A. - Teacher  
 Mizzi, Karen A. - Teacher of the Deaf  
 Naja, Mary - Teacher  
 Nelson, Mary Ellen - Teacher  
 O'Neill, Christine - Speech Teacher  
 Prokop, Sharon - Teacher  
 Rothleder, Amy F. - Speech Teacher pending enrollment  
 Siano, Michele - Substitute or Teacher pending enrollment  
 Sicardi, Mary E. - Teacher  
 Taibi, Carrie - Substitute Social Worker  
 Tomasic, Lauren - Speech Teacher pending enrollment  
 Vinas, Edward J. - Psychologist  
 Zeidman, Michael - Substitute or Teacher pending enrollment

Comments

Connolly, Matthew E. is to be paid up to an additional 25 hours to set up, close down and supervise the program. Work may be done during the 2015-2016 school year also.

Personnel

A. Certified

(4) Approval of Compensation for Summer Work

Upon the recommendation of the Superintendent of Schools, be it RESOLVED, that Laura Sponaule will be doing summer work for the Special Education Department in her role as Out of District Coordinator of Student Placements and should be compensated at 1/200th of her annual salary for up to 30 days after her regular teaching duties end. (Partial days to be compensated at her hourly rate.)

Personnel

A. Certified

(5) Coordinator of Department of Labor Summer Work Program

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the person specified below be appointed as a Coordinator of Department of Labor Summer Work Program at an hourly rate based on 1/200th of her 2016-2017 contractual salary.

Name

Grafstein, Mary P.

Comments

Mary P. Grafstein, approved for 6 to 10 hours per week and for 10 hours prep time/program set-up.

Personnel

A. Certified

(6) Notice of Retirement

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

<u>Name</u>	<u>Area</u>	<u>Location</u>	<u>Effective</u>
McCready, Cynthia L.	Teaching Assistant	SHSW	07/01/2016

Personnel

A. Certified

(7) Request for FMLA and/or Leave of Absence

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following person be granted FMLA and/or Leave of Absence effective as specified below:

<u>Name</u>	<u>Area</u>	<u>Assign</u>	<u>Effective</u>	<u>End Date</u>	<u>Leave</u>
Collins, Kaitlin M.	Music	BB	05/17/2016	06/23/2016	Family Medical Leave, without pay
Rinker, Tracy L.	Elementary Teacher	SJE	05/13/2016	05/27/2016	Family Medical Sick
Rinker, Tracy L.	Elementary Teacher	SJE	05/28/2016	06/02/2016	Sick
Rinker, Tracy L.	Elementary Teacher	SJE	06/02/2016	06/09/2016	Sick Bank Waiting, without pay
Rinker, Tracy L.	Elementary Teacher	SJE	06/09/2016	06/23/2016	Sick Bank

Personnel

A. Certified

(8) Tenure Recommendation - Administrator

WHEREAS, the administrators 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>
Bradshaw, Jennifer A.	Asst Supt For Instr & Admin	CO	07/01/2016
Furey, Matthew J.	Secondary Assistant Principal	NMS	08/14/2016
McNeil, Paul	Secondary Principal	AMS	08/01/2016
Strader II, Paul E.	Executive Director Of Curriculum	CO	08/30/2016
Tobin, Andrew R.	Asst Supt For Finance/Operations	CO	09/01/2016

Personnel

A. Certified

(9) Tenure Recommendation - Teacher

WHEREAS, the teacher listed below has thus far successfully completed the probationary period, and WHEREAS, a supervisor has carefully evaluated the performance during the probationary period and recommends that the teacher be appointed on tenure in the respective area, therefore, be it RESOLVED, that upon the recommendation of the Superintendent of Schools, the teacher be appointed on tenure on the date indicated, 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>
Beglane, Martha E.	Teaching Assistant	AMS	10/09/2016
Foster, Noreen A.	Special Education	GH	09/01/2016
Jackett, Mark R.	Special Education	SHSW	09/01/2016
Klauber, Evan F.	English, 7-12	SHSW	09/01/2016
Mauceri, Denise	Special Education	AE	09/01/2016
McGuire, Christy A.	Science, 7-12	AMS	09/01/2016
Randall, Michele	Guidance	SHSW	09/01/2016
Robinson, Steven	Math, 7-12	SHSW	09/01/2016

Personnel

A. Certified

(10) Appointment of ABA Home Aide Supervisor-2016-2017 school year

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the person specified below be appointed as an ABA Home Aide Supervisor for students as required by individual student IEPs. Such supervisor will be compensated at the contractually approved summer teaching rate.

Name

Edelman, Cheryl

Ferraro, Jeanette

Personnel

A. Certified

(11) Notice of Resignation

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the resignation of the following person is approved as specified below:

<u>Name</u>	<u>Area</u>	<u>Assign</u>	<u>Effective</u>
Costello Jr., Stephen J.	Teaching Assistant	HSE	07/01/2016
Regina, Robert	Substitute	NYA	04/15/2016
Vachris, Susan A.	English, 7-12	SHSW	07/01/2016

Personnel

A. Certified

(12) Approval of Compensation for Summer IEP Work

Upon the recommendation of the Superintendent of Schools, be it RESOLVED, that Dr. Joanne Corrado will be doing summer work for the Special Education Department in her role as Psychologist and should be compensated at her own hourly rate for up to 10 hours as Dual Enrollment Coordinator for the purpose of Summer 2016 IEP Writing.

Personnel

A. Certified

(13) Appointment of Probationary Teacher

Upon recommendation of the Superintendent of Schools, be it RESOLVED that the following teachers receive probationary appointments subject to the requirements of the Education Law and the Rules of the Board of Regents, unless terminated prior thereto, in the manner prescribed by the Education Law:

<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>
* Amendola, Rachelle L.	Math, 7-12	GMS	1.00	2-BA	\$55,266.00	09/01/2016	08/31/2020
*@ Costello Jr., Stephen J.	Business	SHSE	1.00	2-MA	\$60,140.00	09/01/2016	08/31/2020
* Fettinger, Jaclyn T.	Home Ec/Family & Consumer Sci	TBD	1.0	2-BA	\$55,266.00	09/01/2016	08/31/2020
* Gilbert, Sarah L.	English As A Second Language	SHSW	1.00	2-MA	\$60,140.00	09/01/2016	08/31/2020
Gorniok, Corinne L.	Reading	TBD	1.0	1-MA	\$60,140.00	09/01/2016	08/31/2020
*@ May, Melissa A.	Math, 7-12	AMS/ SHSW	1.00	2-BA	\$55,266.00	09/01/2016	08/31/2020

Certifications

<u>Name</u>	<u>Certificate Area</u>	<u>Certificate Type</u>
Amendola, Rachelle L.	Mathematics 7-12	INIT
Costello Jr., Stephen J.	Business and Marketing	PROF
Fettinger, Jaclyn T.	Family and Consumer Sciences	INIT
Gilbert, Sarah L.	Eng To Spkrs of Oth Lang	INIT
Gorniok, Corinne L.	Reading Teacher	PERM
May, Melissa A.	Mathematics 7-12	INIT

Comments

\*To be eligible to receive tenure, the probationer must receive composite or overall APPR ratings of either effective or highly effective in at least three of the four preceding years, and if the probationer receives an ineffective composite or overall APPR rating in the final year of the probationary period he/she will not be eligible for tenure at that time.

@ The probationary period may be shortened pursuant to Education Law Section 3012 provided that the probationer can demonstrate that he/she received an APPR rating in each of the years preceding the probationary appointment for which the probationer is seeking Jarema credit.

# The probationary period may be shortened pursuant to Education Law 3012 because the probationer has received tenure in Smithtown or another school district or BOCES provided that the probationer can demonstrate that he/she received an APPR rating in his/her final year of service in the former tenure area in Smithtown or in his/her final year of service in the other school district or BOCES.

+ The probationer is not subject to an APPR rating and the probationary period is reduced due to Jarema credit.

& The probationer is not subject to APPR rating and the probationary period is or may be reduced due to prior tenure in Smithtown, another school district or BOCES, pending verification of prior tenure.

PersonnelB. 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>
Ancesty, Julie	PERM	Senior Clerk Typist	TE	\$59,824.00	7.00	06/16/2016	/ /
Ancesty, Julie	PROB	Senior Clerk Typist	TE	\$59,824.00	7.00	03/23/2016	06/15/2016
Briordy, Thomas R.	PROB	CW1 Day Floater	FAC	\$41,111.00	8.00	05/25/2016	/ /
Briordy, Thomas R.	PROB	CW1 Night Differential	AMS	\$41,516.00	8.00	01/13/2016	05/24/2016
Donofrio, Christine	PERM	Principal Clerk	NYA	\$52,233.00	7.00	06/16/2016	/ /
Donofrio, Christine	PROB	Principal Clerk	NYA	\$52,233.00	7.00	03/23/2016	06/15/2016
Headrick, Cynthia L.	PROB	Elem. Teacher Aide	DE	\$21,116.00	6.00	09/01/2016	/ /
Headrick, Cynthia L.	PERM	Elem. Teacher Aide	AE	\$18.56	3.00	07/31/2012	08/31/2016
Keraga, Karen A.	PERM	Ofc. Applications Spec.	NYA	\$52,465.00	7.00	05/17/2016	/ /
Keraga, Karen A.	CNTG	Ofc. Applications Spec.	NYA	\$52,465.00	7.00	11/16/2015	05/16/2016
Pisano, Joan	PERM	Sr. Ofc. Applications Spec.	NYA	\$81,730.00	7.00	06/11/2016	/ /
Pisano, Joan	PROB	Sr. Ofc. Applications Spec.	NYA	\$81,730.00	7.00	03/18/2016	06/10/2016
Vlasaty, Christopher T.	PROV	Computer Laboratory Asst.	SJE	\$30,895.00	7.00	06/01/2016	/ /
Vlasaty, Christopher T.	TPPK	Computer Laboratory Asst.	NYA	\$15.00	7.00	03/23/2016	05/31/2016
Wurtz, Linda	PROB	Principal Clerk	NYA	\$64,004.00	7.00	05/25/2016	/ /
Wurtz, Linda	PERM	Senior Clerk Typist	NYA	\$62,619.00	7.00	07/01/2002	05/24/2016

Change of Status - Reasons

Mr. Briordy is being hired from Posting # 15756.

Ms. Wurtz's position is being changed as the result of a Civil Service desk audit.

Ms. Headrick is being hired from Posting # 15754.

Personnel

B. Classified

(2) 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.

<u>Name</u>	<u>Title</u>	<u>Loc</u>	<u>Salary</u>	<u>Start Date</u>	<u>End Date</u>
Daley, Monique	Special Education Aide (Hourly)	NPP	\$19.48	05/07/2016	05/10/2016
Farrell III, Howard T.	Custodial Worker 1 (ND)	SHSE	\$63,225.00	05/06/2016	05/17/2016
Pascucci, Amelia	Elementary School Monitor (Hourly)	MTP	\$14.72	04/22/2016	07/14/2016

Leave of Absence - Reasons

Mr. Farrell is requesting an extension to his unpaid leave of absence from 05/06/2016 to 05/17/2016.

Ms. Daley is requesting an extension to her unpaid leave of absence from 05/07/2016 to 05/10/2016.

Ms. Pascucci is requesting an unpaid leave of absence from 04/22/2016 until 07/14/2016.

Personnel

B. Classified

(3) 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>
Schreiber, Camille	FSW 24	SHSW	\$15.44	06/22/2016
Topf, Linda	HRS/LESS>7/1/02(Hourly) Sp. Ed. Aide for Special Programs(SY7)	SE	\$40,659.00	06/23/2016

Personnel

B. Classified

(4) Resignation

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the resignations of the following employees of the Smithtown Central School District, Smithtown, NY, are approved as specified below.

<u>Name</u>	<u>Title</u>	<u>Location</u>	<u>Salary</u>	<u>End Date</u>
Giuglianotti, Karen	Elementary School Monitor (Hourly)	BB	\$14.72	05/26/2016

PersonnelB. Classified(5) Summer School Program

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following Civil Service employees of the Smithtown Central School District, Smithtown, NY are approved to work the Extended School Year Program, at their regular hourly rate effective 7/01/16 .

Name

Barbarino, Carol A. - Special Ed Aide  
 Betrework, Meselech - Special Ed Aide  
 Bie, Jennifer L. - Special Ed Aide  
 Braun, Theresa M. - Special Ed Aide Substitute, Pending Enrollment  
 Cardinale, Gina - Special Ed Aide  
 Carey, Bridget - Special Ed Aide  
 Ceponis, Joanne - Clerk Typist  
 Costidis, Linda A. - Special Ed Aide  
 Delee-Brophy, Lucy Ann - Special Ed Aide Substitute, Pending Enrollment  
 Donovan, Debra - Special Ed Aide  
 Ferrara, Ellen M. - Special Ed Aide  
 Ferris, Cheryl A. - Clerk Typist Substitute  
 Fitting, Natalie - Special Ed Aide  
 Freiman, Marjorie D. - Special Ed Aide Substitute, Pending Enrollment  
 Furiano, Joan L. - Special Ed Aide  
 Geraci, Lynn A. - Special Ed Aide  
 Giordano, Katherine - Special Ed Aide  
 Gladstone, Ellyn G. - Special Ed Aide  
 Glick, Cheryl L. - Special Ed Aide  
 Hogan, Andrea D. - Special Ed Aide Substitute, Pending Enrollment  
 Hunter, Elaine - Special Ed Aide Substitute  
 Hurban, Margaret A. - Special Ed Aide  
 Janusz, Cindi - Special Ed Aide  
 Korcz, Lorraine - Special Ed Aide  
 Latronica, Denise T. - Special Ed Aide  
 Leitgeb, Margaret - Special Ed Aide  
 Licata, Denise A. - Special Ed Aide  
 Molloy, Harriet - Special Ed Aide  
 Musco, Beverly - Special Ed Aide  
 Nielsen, Virginia M. - Special Ed Aide  
 Pandaleon, Concetta M. - Special Ed Aide Substitute, Pending Enrollment  
 Randell, Lynda M. - Special Ed Aide  
 Schulman, Suzanne - Special Ed Aide  
 Sciortino, Christine M. - Special Ed Aide  
 Spagna, Marianne - Special Ed Aide  
 Vaccaro, Barbara - Special Ed Aide  
 Wagner-Johnson, Lorraine F. - Special Ed Aide Substitute  
 Ward, Allison M. - Special Ed Aide

Personnel

B. Classified

(6) Temp/Peak Appointment

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>
Tappy, Dorothy M.	School Monitor TPPK	NYA	\$12.00	05/25/2016

Personnel

C. Registered Nurse

(1) Summer School Program-Nurse(s)

Upon recommendation of the Superintendent of Schools, be it RESOLVED that the following registered nurses are approved to work and/or substitute as nurses for any student summer programs at their regular hourly rate effective 7/01/16.

Name

Carey, Mary E.

Laudato-Murphy, Juliane

Nicholl, Diane E.

Personnel

C. Registered Nurse

(2) Retirement-Nurse

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, providing the employees meet the required qualifications: Effective with the Close of Business

<u>Name</u>	<u>Title</u>	<u>Location</u>	<u>Salary</u>	<u>End Date</u>
Garofolo, Laurie	Registered Nurse	NPP	\$75,373.00	06/23/2016
Kortmann, Kathy	Registered Nurse	SJE	\$70,378.00	06/23/2016