

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

July 13, 2017

Held in Joseph M. Barton Bldg.

Meeting called to order at 8:20p.m. by Jeremy Thode president, immediately following the Organizational Meeting.

Members present:

Jeremy Thode	Daniel B. Lynch
Michael Saidens	Matthew Gribbin
Gladys M. Waldron	
Joanne McEnroy	
Christopher Alcure	

Also present:

James J. Grossane, Ed.D., Superintendent
Jennifer Bradshaw, Asst. Supt.
Neil Katz, Asst. Supt.
Andrew Tobin, Asst. Supt.
Mona Tobin, Asst. Supt.
Eugene Barnosky Esq., Esq., Board Counsel
Visitors
Maureen O'Connor, District Clerk

I. OPENING CEREMONY – On a motion by Mrs. Waldron, seconded by Mr. Alcure the Board voted unanimously to dispense with the Opening Ceremony since it was done during the Organizational meeting.

II. MINUTES - of the Regular Meetings held June 13 and June 27, 2017, Special Meeting held June 19, 2017.

MOTION by Mr. Alcure seconded by Mr. Saidens that the above minutes be approved as presented.

All aye. Motion carried (7-0).

III. RECEIPT OF CLAIMS AUDITOR'S REPORT – No report.

IV. COMMUNICATIONS

A. Correspondence – There was no correspondence .

1. Letter to:	Board of Education
From:	Ms. Christine Gaug
Re:	Cheerleading Coach

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

All aye. Motion carried (7-0).

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

V. UNFINISHED BUSINESS - None.

VI. COMMITTEE REPORTS-None.

VII. SUPERINTENDENT'S REPORT

A. Updates – Dr. Grossane updated the Board on the following items:

B. Litigation(Executive Session)

C. Tentative Calendar for August 2017- The calendars were reviewed by the Board. No additional meetings were set.

D. Revised Policy 8505– Meal Charges - Board of Education Policies - Second Reading

The revised Policy 8505 – Meal Charge - Board of Education Policies is presented for your information and discussion at the July 13, 2017 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 August 23, 2017 Regular Meeting.

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. Outstanding student charges resulting from nonpayment for school meals is not an allowable cost to the nonprofit for school food service account and cannot be absorbed by the School Nutrition Program at the end of the school year or carried forward to the next school year. If student charges are not paid, the school must subsidize the nonprofit school food service account for all unpaid meals by June 30th of each year. The subsidy must be from the general or other non-federal source.

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 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)

E. Revised Policy 8210 Visitors (Building and Grounds Security)– Board of Education Policies - Second Reading

The revised Policy 8210 – Visitors (Buildings and Grounds Security) - Board of Education Policies is presented for your information and discussion at the July 13, 2017 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 August 23, 2017 Regular Meeting.

8210

VISITORS

The Board of Education of Smithtown Central School District encourage public visitation of facilities and programs within the limits placed by the requirements of the educational program. When visiting a Smithtown facility, visitors must comply with Smithtown security procedures in accordance with Smithtown policies and regulations.

REF: NYS Education Law §2801

Adopted: August 23, 2017

F. Adoption of the Revised 2017-2018 School Year Calendar

“Upon recommendation of the Superintendent of Schools, be it

RESOLVED that the attached revised 2017-2018 school district calendar be adopted.”

SMITHTOWN CENTRAL SCHOOL DISTRICT 2017-2018

<p>September 2017 (15 + 2)</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> </table>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	<p>September 4 Labor Day 5-6 Supt. Conference Day-No Students 7 First Day of School 21-22 Push Back October 9 Columbus Day November 7 Supt. Conference Day-No Students 10 Veteran's Day Observed 23-24 Thanksgiving Recess December 21-29 Winter Recess January 1 Winter Recess 15 Martin Luther King Day February 19-23 President's Day and Mid-Winter Recess March 30 Spring Recess April 7-6 Spring Recess May 28 Memorial Day June 20 Last Day of School Elementary 21 Last Day of School Secondary 22 Supt. Conference Day-No Students</p>	<p>February 2018 (15)</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28									
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Up to 3 Emergency Closings → No change to Calendar

* In Case of 4+ Emergency Closings, Schools will be in session:

If 4 closings →	In session April 1
If 5 closings →	In session April 5 and 6
If 6+ closings →	In session April 4, 5, 6, etc.

Superintendent's Conference Day
 School Closed
 Elementary Teacher Conferences
 * 1/2 Day for Elementary Students
 ** No School for Elementary Students

The Smithtown Central School District reserves the right to revise this calendar as necessary.

This Calendar was approved by the Board of Education on: 7-13-17

MOTION by Mr. Gribbin seconded by Ms. McEnroy approving Supt. Report Item F Adoption of Revised 2017-2018 School Year Calendar.

Vote on Motion: All aye. Motion carried (7-0).

G. Directed Medical Examination - Employee No. 02074

BE IT RESOLVED, that the Superintendent of Schools is hereby authorized to direct a comprehensive medical examination and evaluation, including additional examinations and evaluations, if necessary, of Employee No. 02074, in accordance with the provisions of Section 913 of the Education Law; and

BE IT FURTHER RESOLVED, that the Board of Education hereby directs that Employee No. 02074 submit their medical records, if any, from the last two years to the designated physicians(s) at or before such examination/evaluation.

H. Directed Medical Examination - Employee No. 04277

BE IT RESOLVED, that the Superintendent of Schools is hereby authorized to direct a comprehensive medical examination and evaluation, including additional examinations and evaluations, if necessary, of Employee No. 04277, in accordance with the provisions of Section 913 of the Education Law; and

BE IT FURTHER RESOLVED, that the Board of Education hereby directs that Employee No. 04277 submit their medical records, if any, from the last two years to the designated physicians(s) at or before such examination/evaluation.

MOTION by Mr. Gribbin seconded by Ms. McEnroy approving **Supt. Report Items G and H.** Directed Medical Examination- Employee No. 04277.

All aye. Motion carried (7-0).

I. Establishment of Memorial

“Upon recommendation of the Superintendent of Schools, be it

RESOLVED that a memorial be established in honor of Arthur Miller.”

MOTION by Ms. McEnroy seconded by Mrs. Waldron approving Supt. Report Item I. Establishment of Memorial.

All aye. Motion carried (7-0)

VIII. INSTRUCTIONAL REPORT –

A. Blanket approval of State Competitions for Fall, Winter and Spring Varsity Athletic Competitions for the 2017-2018 School Year

B. Advanced Placement Process Recommendation

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

Vote on Motion: All aye. Motion carried. (7-0)

IX. 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 06/23/17-07/07/2017.

Motion to acknowledge that the Board of Education has no objections to the recommendations of the Committee on Special Education/Preschool Special Education and approves the authorization of funds to implement the special education programs and services consistent with such recommendations dated:

2. Sub-Committee on Special Education

As per attached SCSE meetings held between 06/23/17-07/07/2017.

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

MOTION by Mrs. Waldron seconded by Mr. Gribbin approving Pupil Personnel Services Item A.

Vote on Motion : All aye. Motion carried (7-0).

X. AUDIENCE – Mr. Thode welcomed the following members of the audience members signed up to speak to the podium.

- 1. Corey Geske requested the status of her recent proposal to the Board to make the New York Ave. property an educational facility and historical campus, and to nominate the Arthur House for inclusion on the National Register for Historic homes.

XI. BUSINESS AFFAIRS

1 – Budgetary Transfers

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following budgetary transfers of funds be approved for the 2016-17 school year:

FROM: See Attached	\$1,540,113.31
TO: See Attached	\$1,540,113.31”

2 – Bid Recommendation

"Upon recommendation of the Superintendent of Schools,
be it

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

17/18-03	Athletic Uniforms, Embroidery and Screen Printing
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*As per the attached memos from Beth Woods
to Andrew Tobin dated 7/13/17”*

3 – Internal Auditor’s Engagement Letter – AGREED-UPON PROCEDURES –
RISK ASSESSMENT UPDATE

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to sign the Engagement Letter issued by the District’s Internal Auditor, Cullen & Danowski, LLP, dated July 1, 2017, for an Agreed-Upon Procedures for review on Human Resources areas (fee not to exceed \$14,000) and for a Risk Assessment Update for the District’s Business Operations (for a fixed price of \$9,000.00).”

4 – Report on Cell Phones, 2017-18

Per Policy 8332, list of job titles requiring district-owned cell phones attached.”

5 – Internal Auditor’s Report on Applying Agreed-Upon Procedures

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the Board of Education accepts the Report on Applying Agreed-Upon Procedures, related to the review of facilities, capital projects and warehousing operations, dated February 28, 2017, 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 May 3, 2017, related to the Business Processes, issued by the District's Internal Auditor, Cullen & Danowski, LLP."

7 – Contract for Vision Education Services

"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 following individual, to provide Vision Education Services for the visually impaired, for the 2017-18 school year, at the rate listed:

Maria Aranguren
36 Van Buren Avenue
Centereach, NY 11720

\$45.00.00 per ½ hour"

8 – Contract for Speech/Feeding Therapy 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 individual for the 2017-18 school year, to provide Speech/Feeding Therapy services, as per the attached rate sheet:

Lynn R. Soriano
43 Genesee Drive
Commack, NY 11725"

9 – Contract for Special Education Services

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to execute a contract with the following organization, for the 2017-2018 school year, regarding the board and maintenance for the placement of students with educational disabilities, as approved by the Committee on Special Education:

Jewish Child Care Association of New York

120 Wall Street, 2nd Floor
New York, NY 10005”

10 - Contract for Special Education Private School Placements – Brookville Center

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to enter into a contract for the 2017-18 school year with the private school listed below, to provide instructional services for the placement of students with educational disabilities, as approved by the Committee on Special Education, at the rates indicated in Schedule A:

Brookville Center for Children’s Services, Inc.
189 Wheatley Road
Brookville, NY 11545”

11– Contract for ESY – Three Village CSD

"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 following school district, from July 3, 2017 through August 11, 2017, for the Extended School Year Program:

Three Village Central School District
100 Suffolk Avenue
Stony Brook, NY 11790”

12 - Contract for Special Education Private School Placements - DDI

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to enter into a contract for the 2017-18 school year with the private school listed below to provide instructional services to students with educational disabilities, as approved by the Committee on Special Education:

Developmental Disabilities Institute
99 Hollywood Drive
Smithtown, NY 11787”

13 – Report on Credit Card Usage, 1/1/17 – 6/30/17

REPORT OF CREDIT CARD USAGE - ATTACHED

1/1/17 – 6/30/17

TOTAL: \$30,512.33”

14 – Agreement for Challenge Day Program

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to execute an agreement with the following organization, to provide a Challenge Day’s Faculty Teambuilder/Retreat Day workshop on August 23, 2017, for a fee of \$5,000.00, plus reimbursable expenses:

Challenge Day
2520 Stanwell Drive, Suite 160
Concord, CA 94520”

15 – Contract for Special Education Public School Placements – S. Huntington

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to enter into a contract for the 2016-17 school year with the public school listed below to provide special education services to parentally-placed Smithtown resident students with disabilities who attend private schools within the South Huntington UFSD:

South Huntington Union Free School District
60 Weston Street
Huntington Station, NY 11746”

Discussion: Mr. Thode asked for clarification on Item 14.

MOTION by Mrs. Waldron , seconded by Ms. McEnroy approving the Finance Items 1-15.

Vote on Motion- All aye. Motion carried (7-0).

B. Operations

1 – 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:

Accompsett Elementary School – BOOKS – Library

Attached list of books – 1308 books

Branch Brook Elementary School – BOOKS - Library

Attached list of 2,398 books, due to building closure*

High School West – BOOKS – Family Consumer Science

- 21 Food for Today, ISBN#0-02-676162-9
- 68 The Developing Child, ISBN# 0-02-642671-4
- 34 Contemporary Living, ISBN# 0-087006-599-8
- 5 Parenting Rewards & Responsibilities, ISBN# 0-02-642956-X
- 22 A Child’s World, ISBN# 0-07-048525-9
- 6 Home Today & Tomorrow, ISBN# 0-02-676170-X
- 5 The Confident Consumer, ISBN# 0-87-006-800-8

High School West – Outdoor track area

Pole Vault Mat, Porta Pit

Great Hollow Middle School

- Attached list of books 100 pages* - **BOOKS – Library**
- Daktronics Scoreboard, Tag # 7004906 - **Gym**

Mills Pond Elementary School – BOOKS – Library

Attached list of books 113 pages*

Tackan Elementary School – BOOKS – Library

Attached list of books, 92 pages*”

**Lists Available Upon Request*

2 – Additions to List of Organizations Approved to Use School Facilities,
2017-2018 School Year

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following organizations, having made formal application, are hereby approved to use school facilities at the Smithtown Central School District during the 2017-2018 school year, subject to all School District policies, rules and regulations, Standard Uniform Practices, and contract provisions:

2017-2018 SCHOOL YEAR

- Cub Scout Pack 228
- Schnepf & Murrell PC
- Smithtown Township Lacrosse”

3 - 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

<p>\$1,000.00 donation to the Michael J. Chlystun Scholarship Fund</p>	<p>Attached lists of donors</p>
<p>\$100.00 donation to HS East Music Department</p>	<p>Club Moriches Fairfield at St. James One Fairfield Drive St. James, NY 11780</p>
<p>Donation of an Outdoor Classroom at Nesaquake Middle School for her Girl Scout Gold Award, Troop 662, as per the attached proposal</p>	<p>Isabella Colucci 336 Third Avenue St. James, NY 11780</p>
<p>Two planting boxes for the Outdoor Learning Lab at Mt. Pleasant Elementary School for his Eagle Scout Project, Boy Scout Troop 565, as per his attached letter dated 6/28/17</p>	<p>Robert Pirrera 274 Bow Drive Smithtown, NY 11787”</p>

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

Discussion: Mr. Thode asked for clarification of Item 1.

Vote on Motion: All aye. Motion carried (7-0).

XII. PERSONNEL

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

1. Appointment of STEP Program Teacher
2. Appointment of Regular Substitute Teacher
3. Appointment of Regular Substitute Teacher Assistant
4. Appointment of Probationary Teacher Assistant
5. Appointment of Instructional Specialist
6. Coaching Assignments
7. Coaching Assignments – Rescind
8. Request for FMLA and/or Leave of Absence
9. Increase of Assignment/Additional Class
10. Appointment of Pep Band Director
11. Appointment of Part-Time Teacher
12. Approval of Volunteer
13. Notice of Resignation
14. Appointment of Probationary Teacher
15. Appointment of Elementary Project Lead The Way Building Liaisons
16. Approval of Science Research Coordinator Stipend
17. Notice of Rescind
18. Recommendation of the Superintendent of Schools

- 19. Rescind Leave of Absence
- 20. Appointment of Substitute Teacher 2017-2018

MOTION by Mrs. Waldron, seconded by Mr. Saidens approving Certified Personnel Items 1-20.

Vote on Motion- All aye. Motion carried (7-0).

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

- 1. Appointments
- 2. Change of Status
- 3. Leave of Absence
- 4. Resignations
- 5. Termination
- 6. Addition to Current “V” Schedule for Non-Certified Substitutes
- 7. Summer School Program
- 8. Temp/Peak Appointment

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

Vote on Motion- All aye. Motion carried (7-0).

C. Registered Nurse-

- 1. Change of Status

MOTION by Mrs. Waldron, seconded by Ms. McEnroy approving Registered Nurses Item1 as detailed in the attached resolutions.

Vote on Motion- All aye. Motion carried (7-0).

XIII. NEW BUSINESS –None

XIV. ADJOURNMENT

MOTION by Mr. Lynch, seconded by Mrs. Waldron that the Board convene in Executive Session to discuss negotiations conducted pursuant to the Taylor Law involving the SSEA, matters leading to the appointment of a particular corporation, the proposed sale of real property because the publicity would substantially affect the value thereof.

At 9:50p.m. Mr. Saidens moved, Mr. Lynch seconded and the Board voted unanimously to return to the public meeting.

At 9:50p.m. Mr. Saidens moved, Mr. Lynch seconded and the Board voted unanimously to return to the public meeting.

MOTION by Mr. Saidens, seconded by Mr. Lynch that the meeting be adjourned at 9:50p.m.

Vote on Motion: All aye. Motion carried (7-0).

Respectfully submitted,

Maureen O'Connor
District Clerk