

ROOSEVELT UNION FREE SCHOOL DISTRICT***“The Relentless Pursuit of Excellence In All That We Do!”*****PUBLIC MEETING OF THE BOARD OF EDUCATION**

Welcome to a public meeting of the Board of Education of the Roosevelt Union Free School District. This Board encourages citizen attendance at its public meetings in the interest of maintaining communication with you, so that you may better understand how your schools function and what they accomplish.

ABOUT THE BOARD OF EDUCATION

All Board Members were elected by the community for a 3 year term. All five members reside in the Roosevelt Union Free School District Community. All members serve without pay.

The Board of Education establishes policy for the conduct of the entire school district: Washington-Rose Elementary School, Centennial Avenue Elementary School, Ulysses Byas Elementary School, Roosevelt Middle School and Roosevelt High School.

The members of the Roosevelt Board of Education are:

Robert Summerville, President
Frank Scott, Vice President
Wilhelmina Funderburke, Trustee
Robert Miller, Trustee
Alfred T. Taylor, Trustee

James Milam, District Clerk

The school administration is responsible to the Board of Education for the day by day operation of the schools in conformance with policies which have been established. The Superintendent of Schools is Robert-Wayne Harris.

ADDRESSING THE BOARD

Citizens attending meetings will have an opportunity to address the Board. At the designated time, the Board sets aside time to hear from citizens who wish to discuss concerns. In order for the District Clerk to maintain accurate records of the meeting, individuals addressing the Board are requested to state their name, address and/or organization affiliate. Citizens may also communicate to the Board of Education by addressing a letter to the District Clerk, Roosevelt Union Free School District, 335 E. Clinton Avenue, Roosevelt, New York 11575.

Be advised that all Board of Education meetings are meetings held in public, not public meetings.

PLEASE BE AWARE THAT THIS MEETING IS BEING TAPED.
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AGENDA

BOARD OF EDUCATION • ROOSEVELT, NEW YORK

ROOSEVELT UNION FREE SCHOOL DISTRICT • TOWN OF HEMPSTEAD • ROOSEVELT, NEW YORK

SPECIAL MEETING

ROOSEVELT HIGH SCHOOL

TUESDAY JULY 12th, 2012

5:00 P.M. (Meeting convenes with anticipated adjournment into Executive Session)

7:00 P.M. (Meeting reconvenes into Public Session)

“The Relentless Pursuit of Excellence In All That We Do!”

I. CALL TO ORDER Time: _____

II. DETERMINATION OF QUORUM

Robert Summerville	Absent _____	Present _____
Frank Scott	Absent _____	Present _____
Wilhelmina Funderburke	Absent _____	Present _____
Robert Miller	Absent _____	Present _____
Alfred T. Taylor	Absent _____	Present _____

ALSO IN ATTENDANCE:

James Milam	Absent _____	Present _____
Robert-Wayne Harris	Absent _____	Present _____
Dr. Marianna Steele	Absent _____	Present _____
RG France	Absent _____	Present _____
Lyne Taylor	Absent _____	Present _____
Ronald Grotsky	Absent _____	Present _____
Dr. Gerald Lauber	Absent _____	Present _____

III. MOTION TO CONVENE IN EXECUTIVE SESSION**TIME:** _____

For the purpose of discussing the following topics:

- Matters of personnel concerning “the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.
- Proposed, pending, or current litigation.”

MOTION BY: _____**SECOND BY:** _____**YEA:** _____**NAY:** _____**ABSTAIN:** _____**IV. CALL TO ORDER****TIME:** _____**V. MOTION TO RECONVENE IN REGULAR SESSION****TIME:** _____**MOTION BY:** _____**SECOND BY:** _____**YEA:** _____**NAY:** _____**ABSTAIN:** _____**VI. PLEDGE OF ALLEGIANCE**

VII. INDIVIDUAL AGENDA

The Board Chairperson is authorized to execute documents approved by the Board.

- A. Organizational Items
- B. Curriculum and Instruction
- C. Educational Services
- D. Business
 - 1. Treasurer's Report
 - 2. Claims Auditor Report
 - 3. Warrants
 - 4. Use of Facilities
 - 5. Tax Certiorari
 - 6. New Vendor For Telephone Maintenance
 - 7. 2011-2012 Asset Inventory Contract
 - 8. Consultant Service Agreement – Textbook Central
 - 9. Adoption Of HACCP - Based Standard Operating Procedures
 - 10. Westchester Fire Insurance Company Notice of Claim
- E. Human Resources
 - Schedule A - Certified Staff Resolutions
 - Schedule B - Classified Staff Resolution
 - Schedule C - Extra Duty Stipends for All Staff Resolutions
 - Schedule D - Certified Staff Tenure Recommendations
 - Schedule E - Substitute Teacher Recommendations
 - Schedule F - Adult / Continuing Education Resolutions EPE (Employee
 - Schedule G - Administrative Internships, Student Teachers,
Student Observers, Tutors / Federal Work Study Program Students
 - Schedule H - Official Name Change for All Staff

VIII. QUESTIONS/COMMENTS FROM THE PUBLIC ON ACTION AND / OR DISCUSSION ITEMS ONLY

At this time, the public is given the opportunity to address the Board of Education on action and / or discussion items only. Please be mindful that all questions/comments must be directed to the Board of Education. Each speaker will be allowed to address the Board once, for a maximum of three (3) minutes.

INDIVIDUAL AGENDA

A. ORGANIZATIONAL ITEMS

No Items

B. CURRICULUM & INSTRUCTION

No Items

C. EDUCATIONAL SERVICES

No Items

D. BUSINESS

1. TREASURER'S REPORT

- a. **BE IT RESOLVED**, that the Board of Education hereby approves the Treasurer's Report for the month of May 2012.

MOTION BY: _____

SECOND BY: _____

YEA: _____

NAY: _____

ABSTAIN: _____

2. CLAIMS AUDITOR REPORT

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the Claims Auditor Report for the month of May, 2012.

MOTION BY: _____

SECOND BY: _____

YEA: _____

NAY: _____

ABSTAIN: _____

3. WARRANTS

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the warrants for the month of May, 2012 as approved by the Claims Auditor.

FUND NAME	FUND	MAY
General Fund	Fund A	\$3,082,780.32
Federal/State Grants	Fund F	\$120,856.79
Capital Projects	Fund H	\$5,307,680.06
Cafeteria	Fund C	\$76,006.47
Trust and Agency	Fund T & A	\$503,898.29
Debt Service	Fund V	No Payment Due
Academic Improvement Grant	Fund AIG 1	\$0.00

MOTION BY: _____ SECOND BY: _____ YEA: _____
 NAY: _____
 ABSTAIN: _____

4. USE OF FACILITIES

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the use of facilities for Roosevelt Head Start for their Graduation Ceremony in the gymnasium at the Middle School building at 335 E. Clinton Avenue from 9:45 am to 2:00 pm on July 30th, 2012, at a cost of \$175.00.

MOTION BY: _____ SECOND BY: _____ YEA: _____
 NAY: _____
 ABSTAIN: _____

5. TAX CERTIORARI

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby establishes a tax certiorari reserve in the amount of \$150,000 to pay judgments and claims resulting from tax certiorari proceedings under Article 7 of the Real Property Tax Law;

BE IT FURTHER RESOLVED, that upon the recommendation of the Superintendent, the Board of Education hereby establishes that funds which are not used by July 1 of the fourth fiscal year after their being deposited into the reserve, must be returned to the general fund if they are not used for tax certiorari proceedings for the tax roll in the specific year which they were deposited and/or will not reasonably be required to pay a tax certiorari refund to pay tax certiorari claims and judgments for the tax roll in the year.

MOTION BY: _____ SECOND BY: _____ YEA: _____
NAY: _____
ABSTAIN: _____

6. NEW VENDOR FOR TELEPHONE MAINTENANCE

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves Advance 2000 to replace Verizon as the authorized vendor to maintain the District's telephones at a cost not to exceed \$25,000. This service is eligible for E-Rate.

Appropriation in Budget Code: A1620.418-09-0000

MOTION BY: _____ SECOND BY: _____ YEA: _____
NAY: _____
ABSTAIN: _____

7. 2011-2012 ASSET INVENTORY CONTRACT

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves CBIZ to conduct a limited on site update of the district fixed assets that provides the following services: purchase reconciliation and inventory; recoding and reconciling current year addresses consistent with the district's capitalization threshold; analyzing current year purchase orders; cost records and other information provided by the district at a cost not to exceed \$6,150.00

Appropriation in Budget Code: A1310.469-09-000

MOTION BY: _____ SECOND BY: _____ YEA: _____
NAY: _____
ABSTAIN: _____

8. CONSULTANT SERVICE AGREEMENT – TEXTBOOK CENTRAL

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves increasing the payment amount for the Consultant Service Agreement between Textbook Central and Roosevelt Union Free School District. Textbook Central provides centralized textbook distributions and managed purchase non-public school services. Payment will increase from the \$100,000 amount established the May 20, 2010 Board of Education meeting to an amount not to exceed \$165,000. Costs are determined by 2011-2012 non public schools textbook requests, which have increased from 397 students to approximately 415 private school students. This payment is for the 2011-2012 school year.

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Board of Education hereby approves the Consultant Service Agreement between Textbook Central and Roosevelt Union Free School District. Textbook Central provides centralized textbook distributions and managed purchase non-public school services. Costs are determined by 2011-2012 non public schools textbook requests, which have increased from 397 students to approximately 415 private school students. This payment is for the 2012-2013 school year and is not to exceed \$165,000.

MOTION BY: _____ **SECOND BY:** _____ **YEA:** _____
NAY: _____
ABSTAIN: _____

Appropriation in Budget Code: A3110.481-09-0000

9. ADOPTION OF HACCP-BASED STANDARD OPERATING PROCEDURES

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts and adopts United States Department of Agriculture which will be the Standard Operating Procedure for the Food Service Management Company will follow.

MOTION BY: _____ **SECOND BY:** _____ **YEA:** _____
NAY: _____
ABSTAIN: _____

10. WESTCHESTER FIRE INSURANCE COMPANY NOTICE OF CLAIM

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby agrees to pay claims in the amount of \$173,067.46 in connection with Westchester Fire insurance Company and Roosevelt Union Free School District.

MOTION BY: _____ **SECOND BY:** _____ **YEA:** _____
NAY: _____
ABSTAIN: _____

E. HUMAN RESOURCES AND PROFESSIONAL DEVELOPMENT**No Items****IX. QUESTIONS/COMMENTS FROM THE PUBLIC ON MATTERS PERTAINING TO THE SCHOOL DISTRICT ONLY**

At this time, the public is given the opportunity to address the Board of Education on items pertaining to the school district only. Please be mindful that all questions/comments must be directed to the Board of Education. Each speaker will be allowed to address the Board once, for a maximum of **three (3) minutes**.

X. ADJOURNMENT**TIME:** _____**MOTION BY:** _____**SECOND BY:** _____**YEA:** _____**NAY:** _____**ABSTAIN:** _____