

DRAFT MINUTES

BOARD OF EDUCATION • ROOSEVELT, NEW YORK

ROOSEVELT UNION FREE SCHOOL DISTRICT • TOWN OF HEMPSTEAD • NASSAU COUNTY

www.rooseveltufsd.org

PLANNING MEETING ROOSEVELT HIGH AUDITORIUM THURSDAY, NOVEMBER 3, 2016

*“The Mission of the Roosevelt Union Free School District is to educate the whole child to excel,
thereby ensuring achievement for all. Failure is Not an Option”*

The Action Meeting of the Roosevelt Union Free School District Board of Education was held on **THURSDAY, NOVEMBER 3, 2016** at the Roosevelt High School, 1 Wagner Avenue, Roosevelt, New York 11575

I. CALL TO ORDER

The Board of Education Meeting was called to order by Board Vice President, Alfred T. Taylor at 3:21 p.m.

II. DETERMINATION OF QUORUM

The following members of the Board were present:

Alfred T. Taylor, Vice President
Charlena H. Croutch, Trustee
Hendrick L. Fayette, Trustee
Susan E. Gooding, Trustee

Lenore Pringle, District Clerk *NOT present*

The following member of the Board NOT present:

Willa Scott, President

The following school administrators were present:

Marnie Hazelton,	Superintendent of Schools
Dr. Robert Brisbane,	Assistant Superintendent for Human Resources and Professional Development
Greg Hamilton,	Assistant to the Superintendent for School Services
Dr. Joan Lange,	Assistant Superintendent for Secondary Education
Michele Van Eyken	Assistant to the Superintendent for Elementary Education

The following school administrator NOT present:

Lyne Taylor,	Assistant Superintendent for Business and Finance
--------------	---

www.rooseveltufsd.org

III. MOTION TO CONVENE IN EXECUTIVE SESSION

TIME: 3:22 p.m.

For discussing the following:

- Matters of personnel concerning “potential certified appointments, RTA negotiations, grievances, leave replacement(s), pursuing legal advice from the Labor Attorney”

MOTION BY: C. Croutch

SECOND BY: S. Gooding

YEA:3

NAY:0

ABSTAIN:0

Mrs. Gooding arrived at ____

IV. CALL TO ORDER

TIME: 6:19 p.m.

V. MOTION TO RECONVENE IN REGULAR SESSION

MOTION BY: C. Croutch

SECOND BY: S. Gooding

YEA:4

NAY:0

ABSTAIN:0

VI. PLEDGE OF ALLEGIANCE

VII. SUPERINTENDENT’S REPORT

- Acknowledgements ~ *Students from the Roosevelt High School*
- Professional Development Review ~ *Roosevelt District Administrators*

VIII. RESOLUTIONS FOR ACTION *Pages 5-10*

- A.** Organizational Items
 - 1. Policy 4710 1st Reading
- B.** Curriculum and Instruction
- C.** Business
 - 1. Budget Transfers
 - 2. Warrants
- D.** Human Resources & Professional Development
 - Schedule A: Certified Staff Resolution
 - Schedule C: Extra Duty Stipend
 - Schedule E. Substitute Teachers

IX. RESOLUTIONS FOR DISCUSSION *Pages 11-18*

- A.** Organizational Items
 - 1. Approval of Board Minutes
- B.** Curriculum and Instruction
 - 1. Contract Service Agreements
 - 2. Approval of CPSE Minutes
- C.** Business
 - 1. Warrants – October 2016
 - 2. Treasurers Report
 - 3. Claims Audit Report
 - 4. Extra Classroom Activities
- D.** Human Resources & Professional Development
 - Schedule A: Certified Staff Resolution
 - Schedule B: Classified Staff Resolution
 - Schedule C: Extra Duty Stipend
 - Schedule D: Tenure
 - Schedule G: Field Placement
- E.** School Services
 - 1. District Wide Safety Plan

Supplemental Agenda Page 20

- X. FROM THE PUBLIC ON ACTION ITEMS ONLY PLEASE USE THE COMMENT CARDS**
*(Members of the public who wish to comment or inquire regarding an **ACTION Item ONLY** appearing on the meeting agenda are ask to complete a public comment card. The card should be submitted to the District Clerk prior to the point in the meeting at which the item is called.)*

INDIVIDUAL ITEMS FOR ACTION

A. ORGANIZATIONAL ITEMS

1. POLICY 4710 AND REGULATION FIRST READING

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the first reading of District Policy 4710 and Regulation 4710.

MOTION BY: C. Croutch

SECOND BY: S. Gooding

YEA:4

NAY:0

ABSTAIN:0

MOTION TO TABLE

B. CURRICULUM & INSTRUCTION *No Items*

C. BUSINESS**1. BUDGET TRANSFERS**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following budget transfers:

TRANSFERRED FROM					TRANSFERRED TO		
Account Code	Description	Beginning Balance	Transfer Amount	Ending Balance	Account Code	Description	Transfer Amount
A1310.160-09-0000	Business Admin. Non- Certified	\$379,960.55	\$25,000.00	\$ 1,200.00	A1310.469-09-0000	Contract Expenses	\$25,000.00
TOTAL			\$ 25,000.00				
							\$25,000.00

ITEM TABLED **OCTOBER 20, 2016** – PENDING FURTHER DISCUSSION

MOTION TO UNTABLE

MOTION BY: _____ SECOND BY: _____ YEA: _____

NAY: _____

ABSTAIN: _____

REMAIN TABLED

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following budget transfers:

TRANSFERRED FROM					TRANSFERRED TO		
Account Code	Description	Beginning Balance	Transfer Amount	Ending Balance	Account Code	Description	Transfer Amount
A1620.417-04-0000	Electric – UB	\$ 15,000.00	\$ 15,000.00	\$ - 0 -	A1621.462-09-0000	Building Repairs	\$ 15,000.00
A1620.417-05-0000	Electric – WR	\$ 15,000.00	\$ 15,000.00	\$ - 0 -	A1621.462-09-0000	Building Repairs	\$ 15,000.00
A1620.417-07-0000	Electric – MS	\$ 15,000.00	\$ 15,000.00	\$ - 0 -	A1621.462-09-0000	Building Repairs	\$ 15,000.00
A1620.417-08-0000	Electric – HS	\$ 15,000.00	\$ 15,000.00	\$ - 0 -	A1621.462-09-0000	Building Repairs	\$ 15,000.00
A1620.414-07-0000	Natural Gas - MS	\$ 25,000.00	\$ 25,000.00	\$ - 0 -	A1621.462-09-0000	Building Repairs	\$ 25,000.00
A1621.439-09-0000	Maintenance of Plant - Rubbish Removal	\$ 37,307.00	\$ 30,000.00	\$ 7,307.00	A1621.436-09-0000	Maintenance of Plant – Asbestos and Safety	\$ 30,000.00
TOTAL			\$115,000.00				
							\$115,000.00

MOTION BY: C. Croutch

SECOND BY: H. Fayette

YEA:4

NAY:0

ABSTAIN:0

MOTION PASSED

(CONTINUED BUSINESS)

2. WARRANTS

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the warrants for **SEPTEMBER 2016** as approved by the Claims Auditor:

FUND NAME	FUND	SEPTEMBER
General Fund	Fund A	3,079,203.67
Federal/State Grants	Fund F	4,228.32
Capital Projects	Fund H	563,885.23
Cafeteria	Fund C	145,205.95
Trust and Agency	Fund T & A	No Payment Due
Debt Service	Fund V	No Payment Due
Academic Improvement Grant	Fund AIG 1	No Payment Due

I

ITEM TABLED OCTOBER 20, 2016 – PENDING AMENDMENTS**MOTION TO UNTABLE**

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

***AMENDMENTS**

FUND NAME	FUND	SEPTEMBER
General Fund	Fund A	3,079,203.67
Cafeteria	Fund C	4,228.32
Federal/State Grants	Fund F	563,885.23
Capital Projects	Fund H	145,205.95
Trust and Agency	Fund T & A	No Payment Due
Debt Service	Fund V	No Payment Due
Academic Improvement Grant	Fund AIG 1	No Payment Due

M

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

REMAIN TABLED

SCHEDULE A
CERTIFIED STAFF RESOLUTIONS

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following certified faculty members for Centennial Co-Curricular Clubs for the 2016-2017 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Canerossi, Diane	Newspaper	\$1,150.00
Ferrara, Lisa	Student Council	\$575.00
Shwonick, Mary	Safety Patrol	\$287.50 (1/2 year)
Davis, Kenneth	Chorus	\$287.50 (1/2 year)
Reynolds, Tarsha	Cheerleading	\$287.50 (1/2 year)

Appropriation in Budget: A2850.158-02-0000 (General Fund)

MOTION BY: H. Fayette

SECOND BY: S. Gooding YEA: 4

NAY: 0

ABSTAIN: 0

MOTION PASSED

SCHEDULE E **SUBSTITUTE TEACHERS**

1. APPROVAL OF SUBSTITUTE TEACHER

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following permanent substitute teachers effective November 7, 2016. The rate of pay is \$125.00 per diem.

Name
Grossane, Theresa
Glover, Mariel

Appropriation in Budget: A2110.140-09-0000 (General)

MOTION BY: H. Fayette

SECOND BY: S. Gooding YEA: 4

NAY: 0

ABSTAIN: 0

MOTION PASSED

RESOLUTIONS FOR DISCUSSION**A. ORGANIZATIONAL ITEMS****1. APPROVAL OF BOARD MINUTES**

- a. **BE IT RESOLVED**, that the Board of Education hereby approves the minutes (posted on the website) for the following months:

*October 06, 2016 ~ Planning Meeting

*October 20, 2016 ~ Action Meeting

Move to: Consent Agenda

B. CURRICULUM & INSTRUCTION**1. CONSULTANT SERVICE AGREEMENT**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the Consultant Service Agreement between Roosevelt Union Free School District and **Via Evaluation Inc.** Via Evaluation Inc. will provide the following from funding from **Title II B Math & Science**:

Assess the quality and effectiveness of professional development

Assess where teacher knowledge has increased

Assess where the pedagogical skills has increased

Evaluate student achievement of the 2016-2017 NYS Science Assessment

Total expenses to the District not to exceed \$21,000.00

Funding Source: Title II B MSP F 2110-469-17-0294

Move to: Individual Agenda

2. APPROVAL OF COMMITTEE ON PRESCHOOL AND SPECIAL EDUCATION MINUTES

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the September 2016 Committee on Preschool and Special Education Minutes.

Move to: Consent Agenda

C. BUSINESS

1. WARRANTS

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the warrants for **OCTOBER 2016** as approved by the Claims Auditor.

Move to: Individual Agenda

2. TREASURER'S REPORT

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the Treasurer's Report for **JULY AND AUGUST 2016**.

Move to: Individual Agenda

3. CLAIMS AUDITOR'S REPORT

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the Claims Auditor's Report for **OCTOBER 2016**.

Move to: Individual Agenda

(CONTINUED BUSINESS)

4. EXTRA –CLASSROOM ACTIVITIES

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the Extra-Classroom Activities balances for the period ending September 30, 2016.

CLUBS	BALANCE
Art	\$ 14.61
Audio Visual	\$ 81.52
Centennial Avenue School	\$ 1,406.05
Citizens Advisory	\$ 79.61
7 th Grade	\$ -
8 th Grade	\$ -
9 th Grade	\$ 1,141.23
10 th Grade	\$ 131.76
11 th Grade	\$ 960.01
12 th Grade	\$ 3,171.96
Chorale Society	\$ 58.61
Dance	\$ 430.52
Drama/Theatre	\$ 94.61
Dads for Education	\$ 70.61
Family and Consumer Science	\$ 84.56
Future Business Leaders of America	\$ 125.61
Future Homemakers of America	\$ 344.12
Interest Account	\$ 52.92
National Honor Society (Junior High)	\$ 218.58
National Honor Society (Senior High)	\$ 863.02
Peer Mediation	\$ 408.77
Pinch Hitters	\$ 505.71
Prekindergarten	\$ 805.59
Roosevelt High School	\$ 3,491.91
Roosevelt Middle School	\$ 5,170.03
Student Government (Elementary)	\$ 2,194.18
Student Government (High School)	\$ 788.51
Ulysses Byas School	\$ 320.59
Washington Rose School	\$ 3,767.21
Yearbook	\$ -
Total	\$26,782.41

Move to: Individual Agenda

D. HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT**SCHEDULE A**
CERTIFIED STAFF RESOLUTIONS**1. CERTIFIED STAFF RESIGNATIONS**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the resignation of the following certified faculty member:

Name: Caramanno, Thomas
Position: School Psychologist
Location: High School

After being Board approved on September 22, 2016, Mr. Carramano declined the position.

Move to: Consent Agenda

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the resignation of the following certified faculty member:

Name: Kelley, Stephanie
Position: ENL Teacher
Location: Washington Rose ES
Effective: November 9, 2016

Move to: Consent Agenda

2. CERTIFIED STAFF SALARY INCREASES

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the salary increase of the following certified faculty member:

Name: Canerossi, Diane
Position: Reading Teacher
Location: Centennial ES
From: MA Step 8 \$73,971.00
To: MA +30 Step 8 \$78,020.00
Effective: August 30, 2016

Funding Source: F2110.150-17-0021 (Title I)

Move to: Consent Agenda

(CONTINUED HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT)

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the salary increase of the following certified faculty member:

Name: Acevedo, Margarita
Position: Bilingual Elementary Teacher
Location: Ulysses Byas ES
From: BA Step 3 \$56,905.00
To: MA Step 3 \$62,878.00 (pro-rated)
Effective: September 12, 2016

Appropriation in Budget A21100.120-04-AIG2 (General)

Move to: Consent Agenda

3. CERTIFIED STAFF LEAVE REQUEST

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the leave request of the following certified faculty member:

Name: Jordan, Fancia
Position: Elementary Teacher
Location: Ulysses Byas ES
Effective: Paid leave August 30-September 13, 2016
Unpaid September 14, 2016-TBD
Reason: FMLA/Medical

Name: Hill, Nicole
Position: Special Education Teacher
Location: Centennial ES
Effective: Paid leave August 30-December 7, 2016
Unpaid December 16, 2016-April 2, 2017
Reason: FMLA/Maternity

Name: Pagnotta, Juliann
Position: Elementary Teacher
Location: Centennial ES
Effective: Paid leave October 18-December 13, 2016
Reason: FMLA/Medical

Move to: Consent Agenda

SCHEDULE B
CLASSIFIED STAFF RESOLUTIONS

1. CLASSIFIED STAFF APPOINTMENTS

- a. BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following classified staff member:

Name:	Taylor, Florence
Appointment:	Probationary
Position:	Cleaner
Replacing:	Stephen Kwakye
Location:	High School
Effective:	November 21, 2016
Probationary Period:	November 21, 2016-May 20, 2017
Salary:	Step 2 \$38,081.00 (pro-rated)+ night differential \$3,808.00 (pro-rated)

Appropriation in Budget: A1620.162-08-0000 (General)

Move to: Individual Agenda

- b. BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following classified staff members as Substitute Cleaners. The hourly rate of pay is \$11.25.

Name
Lockwood, Shawon
Hamilton, Peaches
Tucker, Shontay

Appropriation in Budget: A1620.164-09-0000 (General)

Move to: Individual Agenda

- c. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following classified staff member as School Monitor. The hourly rate of pay is \$11.32.

<u>Name</u>	<u>School</u>
Trollinger, Katrina	Ulysses Byas ES

Appropriation in Budget: C2860.163-04(General)

Move to: Individual Agenda

2. CLASSIFIED STAFF RESIGNATIONS/TERMINATIONS

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the resignation of the following classified faculty member:

Name:	Crummell, Shayla
Position:	Teacher Aide
Location:	Middle School
Effective:	October 31, 2016

Move to: Consent Agenda

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the termination of the following classified faculty member:

Name:	Hoe, Katia
Position:	Teacher Aide
Location:	Centennial ES
Effective:	November 17, 2016

Move to: Consent Agenda

SCHEDULE C EXTRA DUTY STIPEND

1. EXTRA DUTY STIPEND

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following classified staff member as Homeless Liaison. The stipend is \$10,000.00.

<u>Name</u>
Gooding, Rochelle

Funding Source: F2110.160-17-0123 (Title I)

Move to: Individual Agenda

SCHEDULE D
TENURE RESOLUTION

1. TENURE

- a. BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby recommends granting tenure to the following certified faculty member:

i.	Name:	Hayes, Thomas
	Tenure Date:	February 2, 2017*
	Effective Date:	February 2, 2015
	Position:	Math, Science and Technology Teacher
	Location:	Middle School

**Mr. Hayes previously received tenure at Garden City Public Schools.*

Move to: Individual Agenda

SCHEDULE G
FIELD PLACEMENT

Administrative Internship Candidates, Student Teachers, Student Observers, Tutors/Federal Work Study Program Students and Social Services Interns who will be completing their Field Placement assignments at Roosevelt UFSD are listed for information purposes only. All assignments function with no expense to the District and are subject to change at the discretion of the District. Roosevelt staff members requesting to complete their field placement assignment at Roosevelt UFSD must demonstrate to the District that their field placement assignment does not coincide with their work day schedule.

- a. BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following student observer effective November 21, 2016:

<u>Name</u>	<u>School</u>
Felix, Corrine	SUNY Old Westbury

Move to: Consent Agenda

E. SCHOOL SERVICES

1. DISTRICT WIDE SAFETY PLAN

- a. BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the District Wide Safety Plan for 2016-2017 school year.

Move to: Individual Agenda

DRAFT

XI. QUESTIONS FROM THE PUBLIC -PLEASE USE THE COMMENT CARDS

(Members of the public who wish to comment or have district concerns are asked to complete a public comment card. The card should be submitted to the District Clerk prior to the point in the meeting)

XII. ADJOURNMENT

TIME: 6:55 p.m.

**MOTION BY: H. Fayette SECOND BY: C. Croutch YEA: 4
NAY: 0
ABSTAIN: 0**

Next Board Meeting (Action)
Date: NOVEMBER 17, 2016

