

ROOSEVELT UNION FREE SCHOOL DISTRICT

APPROVED MINUTES

BOARD OF EDUCATION • ROOSEVELT, NEW YORK

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

www.rooseveltufsd.org

ACTION MEETING

ROOSEVELT HIGH SCHOOL LIBRARY

THURSDAY, MARCH 27, 2014

4:00 pm (Meeting convenes with anticipated adjournment into Executive Session)

7:00 pm (Meeting convenes in Public Session)

"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, March 27, 2014 at the Roosevelt Middle School Library, 335 E. Clinton Street, Roosevelt, New York 11575

I. CALL TO ORDER

The Board of Education Meeting was called to order by Vice President Alfred T. Taylor at **4:30 pm**.

II. DETERMINATION OF QUORUM

The following members of the Board were present:

Robert Summerville, President

Alfred T. Taylor, Vice President

Wilhelmina Funderburke, Trustee

Robert Miller, Trustee – *arrived late 4:50 pm*

Willa Scott, Trustee

Lenore Pringle, District Clerk

The following School Administrators were present:

Dr. Deborah L. Wortham, Superintendent of Schools

Marnie Hazelton, Assistant Superintendent for Elementary Education

Lyne Taylor, Assistant Superintendent for Business and Operations

The following Administrators were NOT present:

Ronald Grotzky, Interim Assistant Superintendent for Human Resources and Professional Development

Dr. Lauber, Assistant Superintendent for Transition and Finance

Marilyn Zaretsky, Assistant Superintendent for Secondary Education

I. MOTION TO CONVENE IN EXECUTIVE SESSION **TIME: 4:31 pm**

For the purpose of discussing the following:

- 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.”

MOTION BY: _____ **SECOND BY:** Willa Scott **YEA:** 4
NAY: 0
ABSTAIN: 0

II. CALL TO ORDER **TIME: 6:38 pm****III. MOTION TO RECONVENE IN REGULAR SESSION**

MOTION BY: W. Scott **SECOND BY:** A. Taylor **YEA:** 5
NAY: 0
ABSTAIN: 0

IV. PLEDGE OF ALLEGIANCE**V. SUPERINTENDENT’S REPORT**

- a) School Social Workers/Guidance Department Recognition
- b) Art Supervisors Association Senior Scholarship Award
- c) Thinking Maps ~ *Larry Alper and Dr. Elizabeth R. Dellamora*
- d) Budget Presentation ~ *Dr. D. Wortham, Ms. L. Taylor, Cabinet Members, District Principals and Directors*

VI. INDIVIDUAL AGENDA *pages 5-14*

- A. Organizational Items**
 - 1. Out of State Conference
- B. Curriculum and Instruction**
 - 1. Consultant Services
 - 2. Out of State Trip
 - 3. Summer School Contract w/BOCES
- C. Business**
 - 1. Treasurer's Report
 - 2. Claims Auditor Report
 - 3. Warrants
 - 4. Budget Amendment
 - 5. Budget Transfers
- D. Human Resources & Professional Development**
 - Schedule A - Certified Staff Resolutions
 - Schedule B: Classified Staff Resolutions
 - Schedule C: Extra Duty Stipends
 - Schedule F: Substitute Teacher Appointment

VII. CONSENT AGENDA *pages 15-17*

- A. Organizational Items- *No Items***
- B. Curriculum and Instruction**
 - 1. Approval of Committee on Special Education Minutes
 - 2. Out of State Trip
- C. Business**
 - 1. Cash Receipts from Athletic Game
 - 2. Receipt of Cash from My Locker
- D. Human Resources & Professional Development**
 - Schedule A - Certified Staff Resolutions

VIII. QUESTIONS/COMMENTS FROM THE PUBLIC ON INDIVIDUAL ITEMS ONLY

At this time, the public is given the opportunity to address the Board of Education on **Individual 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****1. OUT OF STATE TRIP – NATIONAL SCHOOL BOARD ASSOCIATION
74th ANNUAL CONFERENCE**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education President hereby approves the attendance to the 74th Annual Conference to be held April 5-7, 2014, at the New Orleans Morial Convention Center, New Orleans, Louisiana. Travel, registration, and lodging will be covered by the District for: Mrs. Funderburke, Mr. Miller, Mrs. Scott, Mr. Taylor and Dr. Wortham. Total not to exceed \$ 10,000.00.

Appropriate in Budget: A1240.405.09.0000
A1240.406-09-0000
A1010.406-09-0000

MOTION BY: A. Taylor SECOND BY: W. Scott YEA: 5
NAY: 0
ABSTAIN: 0
MOTION PASSED

B. CURRICULUM AND INSTRUCTION**1. CONSULTANT SERVICES**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the contract between **Creative Tutoring, Inc.** and the Roosevelt UFSD to provide special education services for students who are hospitalized as per the recommendation of the Committee on Special Education during the 2013-2014 school year. **Funding not to exceed \$2,000.00.**

Appropriate in Budget: A2250.467-09-0000

Item Tabled on 03.13.2014: Vendor Form Review

MOTION TO REMOVE

MOTION BY: A. Taylor SECOND BY: R. Miller YEA: 5
NAY: 0
ABSTAIN: 0

MOTION TO APPROVE

MOTION BY: A. Taylor SECOND BY: W. Scott YEA: 5
NAY: 0
ABSTAIN: 0
BOTH MOTIONS PASSED

(continued Curriculum and Instruction)

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the contract between **Little Flower Residential Treatment Center** and the RUFSD to provide Summer Dormitory and Maintenance to RUFSD student residing there for the 2013-2014 school year. **Funding not to exceed \$18,266.44.**

Appropriate in Budget: F2250.470-14-1408

Item Tabled on 03.13.2014: Vendor Review

MOTION TO REMOVE

MOTION BY: W. Funderburke SECOND BY: W. Scott YEA: 5
NAY: 0
ABSTAIN: 0

MOTION TO APPROVE

MOTION BY: A. Taylor SECOND BY: W. Funderburke YEA: 5
NAY: 0
ABSTAIN: 0
BOTH MOTIONS PASSED

2. OUT OF STATE TRIP

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the Washington Rose 6th Grade students field trip to Baltimore, Maryland on Friday, May 30, 2014, *at no cost to the District.*

MOTION BY: A. Taylor SECOND BY: R. Miller YEA: 5
NAY: 0
ABSTAIN: 0
MOTION PASSED

3. SUMMER SCHOOL CONTRACT WITH BOCES

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the contract between the Roosevelt Union Free School District and the Board of Cooperative Education of Nassau County (Nassau BOCES) for summer school 2014. **Total cost to the District not to exceed \$200,000.00.**

Appropriate in Budget: A2330.490-06-1800

MOTION BY: R. Miller SECOND BY: W. Fundeburke YEA: 5
NAY: 0
ABSTAIN: 0
MOTION PASSED

C. BUSINESS***BLOCK VOTE 1-3*****1. 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 February 2014.

2. CLAIMS AUDIT REPORT

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the Internal Claims Audit Report for February 2014.

3. WARRANTS

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the warrants for February 2014, as approved by the Claims Auditor.

FUND NAME	FUND	DECEMBER
General Fund	Fund A	\$2,882,206.77
Federal/State Grants	Fund F	\$139,008.13
Capital Projects	Fund H	\$73,243.48
Cafeteria	Fund C	\$9,552.83
Trust and Agency	Fund T & A	\$436,682.32
Debt Service	Fund V	No Payment Due this Month
Academic Improvement Grant	Fund AIG 1	\$20,000.00

MOTION BY: A. Taylor

SECOND BY: W. Funderburke

YEA: 5NAY: 0ABSTAIN: 0

MOTION PASSED

(continued Business)

4. BUDGET AMENDMENT

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves amending the following appropriation in the 2013-2014 school budget in the amount of \$639.68. This amendment is funded by cash received from Boys Basketball Game gate receipts and sales from My Locker.

Appropriation in Budget: A2855.469-08-0000

MOTION BY: A. Taylor SECOND BY: R. Miller YEA: 5
NAY: 0
ABSTAIN: 0
MOTION PASSED

6. BUDGET TRANSFER

- 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	Balance	Amount	Account Code	Description
A1620.162-07-0000	Operation of Plant-Salary MS	\$55,405.03	\$15,000.00	A1621.462-09-0000	Maintenance of Plant – Building Repair
A1620.162-02-0000	Operation of Plant-Salary Cent.	\$59,699.87	\$15,000.00	A1621.462-09-0000	Maintenance of Plant – Building Repair
A1620.162-05-0000	Operation of Plant-Salary WR	\$16,957.61	\$ 5,000.00	A1621.462-09-0000	Maintenance of Plant – Building Repair
A1621.221-09-0000	Maintenance of Plant-Equipment	\$9,091.01	\$9,050.00	A1621.223-09-0000	Maintenance of Plant – Grounds Equipment
		Total	\$44,050.00		

MOTION BY: W. Funderburke

SECOND BY: R. Miller

YEA: 5
NAY: 0
ABSTAIN: 0
MOTION PASSED

D. HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT**SCHEDULE B**
CLASSIFIED STAFF RESOLUTIONS

All fingerprint and background checks have been satisfactorily completed.

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:	Wilson, Sean
Appointment:	Probationary
Position:	Cleaner
Effective:	February 3, 2014 March 31, 2014
Location:	Roosevelt High School
Probationary Period:	February 3, 2014 - August 3, 2014 March 31, 2014-September 30, 2014
Reason:	Retirement (Ethel Clark)
Salary:	Step 2 \$35,522.00 (pro-rated)

Appropriation in Budget: A1622.162-08-0000

ITEM TABLED 01.29.2014: ADDITIONAL INFORMATION NEEDED

MOTION BY: R. Miller SECOND BY: A. Taylor YEA: 5
NAY: 0
ABSTAIN: 0

MOTION TO APPROVE

MOTION BY: R. Miller SECOND BY: A. Taylor YEA: 4
NAY: 0
ABSTAIN: 1

BOTH MOTIONS PASSED

(continued Human Resources & Professional Development)

2. CLASSIFIED STAFF RESIGNATION

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the resignation of the following **Substitute Cleaner (part-time)**:

Name: Wilson, Sean
Effective: February 2, 2014

ITEM TABLED 01.29.2014: ADDITIONAL INFORMATION NEEDED**MOTION TO REMOVE**

MOTION BY: R. Miller **SECOND BY:** A. Taylor **YEA:** 5
NAY: 0
ABSTAIN: 0

MOTION TO APPROVE

MOTION BY: R. Miller **SECOND BY:** A. Taylor **YEA:** 4
NAY: 0
ABSTAIN: 1
BOTH MOTIONS PASSED

3. CLASSIFIED STAFF APPOINTMENT

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following individuals as substitute cleaners (part-time) at an hourly rate of \$10.75 effective March 31, 2014:

Name
Boyne, Jason
Jacobs, Diane

Appropriation in Budget: A1620.164-00-0000

MOTION BY: R. Miller **SECOND BY:** A. Taylor **YEA:** 5
NAY: 0
ABSTAIN: 0
MOTION PASSED

(continued Human Resources & Professional Development)

BLOCK VOTE 4a through 1a-b**4. CLASSIFIED STAFF LEAVE REQUEST**

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

Name: Bryson-Robinson, Mary
Position: Nurse
Location: Roosevelt MS
Effective: January 6, 2014
Reason: Continued personal **unpaid** leave (medical)

SCHEDULE C
EXTRA DUTY STIPENDS

1. EXTRA DUTY STIPENDS

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following individual for a Spring Coaching position. Middle School sports begin March 31, 2014.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Kohn, Andrew	RMS Boys Lacrosse Head Coach	\$2,768.00

Appropriation in Budget: A2855.158-07-0000

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following individual for a Roosevelt MS co-curricular club effective March 31, 2014.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Gallagher, Elizabeth	Honor Society	\$877.00 (pro-rated)

Appropriation in Budget: A2850.158-07-0000

MOTION BY: W. Funderburke SECOND BY: R. Miller

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

(continued Human Resources & Professional Development)

BLOCK VOTE c-d

- c. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves appointing the following individual for School Sports Supervision for the 2013-2014 school year. The individual listed below is included in an available pool and is not guaranteed employment. Supervisors will be selected as needed and at the discretion of the Athletic Director. The stipend for this position is the RTA contractual rate of \$32.43 per hour.

Name

Randazzo, Leonard

Appropriation in Budget: A2855.159-07/08-0000

- d. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following certified staff member at Roosevelt HS Alternative Learning Academy program, effective March 28, 2014 .The rate of pay is the RTA contractual hourly rate of \$38.05. Position functions Monday-Thursday 3:30 p.m. to 6:30 p.m. and Fridays from 3:30 p.m. to 5:00 p.m.

Name

Lang, Karen

Position

Living Environment Teacher

Appropriation in Budget: A2333.150-10-0000**MOTION BY: W. Scott SECOND BY: W. Funderburke****YEA: 4****NAY: 0****ABSTAIN: 1****MOTION PASSED**

(continued Human Resources & Professional Development)

BLOCK VOTE 1a-b

SCHEDULE E

SUBSTITUTE TEACHERS RECOMMENDATIONS

All fingerprint and background checks have been satisfactorily completed

1. SUBSTITUTE TEACHER RECOMMENDATIONS

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following individuals as a **substitute teacher** effective March 31, 2014 at a rate of \$110.00 per diem for certified staff.

Name

Head, Kristin

Appropriation in Budget: A2110.140-09-0000

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following individuals as **substitute teachers** effective March 31, 2014 at a rate of \$90.00 per diem for non-certified staff.

Name

Dames, Christopher
Harding, Edward
Moore, Edward

Appropriation in Budget: A2110.140-09-0000

MOTION BY: A. Taylor

SECOND BY: W. Funderburke

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

(continued Human Resources & Professional Development)

2. SUBSTITUTE TEACHER RESIGNATION

- a. BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the resignation of the following permanent substitute teachers:

<u>Name</u>	<u>Effective</u>
Palacio, Carol	January 31, 2014
Carpenter, Christina	February 14, 2014

MOTION BY: W. Funderburke

SECOND BY: R. Miller

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

CONSENT ITEMS**A. ORGANIZATIONAL ITEMS – *No Items*****B. CURRICULUM AND INSTRUCTION****1. APPROVAL OF COMMITTEE ON SPECIAL EDUCATION MINUTES**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the Committee on Special Education Classification and Placement Report for the period of January 15, 2014 to February 14, 2014.

Move to: Consent

2. OUT OF STATE TRIP

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the Roosevelt High School Historically Black Colleges and Universities Field Trip to the following schools from April 7th to April 9th, 2014:
- i. Virginia State University
 - ii. Hampton University
 - iii. Norfolk State University
 - iv. Old Dominion University
 - v. Howard University

Total cost not to exceed \$ ~~6,187.84~~ **\$8,347.42**

Appropriate in Budget Code: F2110.406-14-1415

Move to: Consent

C. BUSINESS

1. CASH RECEIPTS FROM ATHLETIC GAME

- a. BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts funds in the amount of \$372.00. The funds are a result of cash generated from gate receipts at a Boys Basketball Game. The funds will be used for entry fees at various athletic events.

Move to: Consent Agenda

2. RECEIPT OF CASH FROM MY LOCKER

- a. BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts funds in the amount of \$267.68. The funds are a result of cash received from My Locker.

Move to: Consent Agenda

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

All fingerprint and background checks have been satisfactorily completed.

1. CERTIFIED STAFF LEAVE REQUEST

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

- i. Name: Lynch, Allison**
Position: English Teacher
Location: Roosevelt MS
Reason: Maternity leave
FMLA/Paid Leave: March 3, 2014-March 7, 2014
Unpaid Leave: March 10, 2014-May 2, 2014

Move to: Consent Agenda

- ii. Name: Tarloff, Gayle**
Position: Librarian
Location: Centennial ES
Reason: Medical
FMLA/Paid Leave: February 11, 2014-February 28, 2014 *and*
intermittent days to be decided

Move to: Consent Agenda

MOTION TO APPROVE ALL ITEMS ON THE CONSENT AGENDA

- a. BE IT RESOLVED**, that the Board of Education hereby approves all items on the Consent Agenda, as indicated above.

MOTION BY: A. Taylor

SECOND BY: W. Scott

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

IX. DISTRICT BUSINESS

New Business~

Old Business~

License for Radio Station Follow-up
Grades & Attendance 1st Marking Period
Construction Punch List
10 Pennywood Avenue
Revenue from Verizon
Exhibition/Storage Space for the 369th Infantry Regiment

X. QUESTIONS/COMMENTS FROM THE PUBLIC

At this time, the public is given the opportunity to address the Board of Education. 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**.

XI. ADJOURNMENT

TIME: 11:16 pm

MOTION BY: W. Scott

SECOND BY: A. Taylor

YEA: 5

NAY: 0

ABSTAIN: 0

"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"

SUPPLEMENTAL AGENDA

A. ORGANIZATIONAL ITEMS

1. ADDENDUM TO CONDUCT CODE **re: e-cigarettes**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby acknowledges the second reading of and also approves the Addendum to the Roosevelt Code of Conduct, regarding e-cigarettes.

MOTION BY: A. Taylor

SECOND BY: W. Funderburke

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

C. BUSINESS

1. BUDGET TRANSFER

- 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	Balance	Amount	Account Code	Description
A9020.800-09-0000	Fringe Benefits – TRS	\$461,763.40	\$20,000.00	A1430.402-09-0000	Personnel -Advertising

MOTION BY: A. Taylor

SECOND BY: W. Scott

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

2. USE OF FACILITIES

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the use of facilities request for the **Roosevelt Lacrosse Club** to use the High School upper grass field from March 17 through June 11, 2014. There will be no cost for use of the field. **24hr. receipt of proper Insurance form.*

MOTION BY: W. Funderburke

SECOND BY: A. Taylor

YEA: 4

NAY: 0

ABSTAIN: 1

MOTION PASSED

D. HUMAN RESOURCES AND PROFESSIONAL DEVELOPMENT

SCHEDULE B

Classified Staff Resolutions

All fingerprint and background checks have been satisfactorily completed.

1. CLASSIFIED STAFF DISCIPLINARY

- a. **BE IT RESOLVED**, the Board of Education hereby appoints Arthur Riegel to serve as the Hearing Officer in connection with a disciplinary proceeding pursuant to Section 75 of the NYS Civil Service Law against the employee named in executive session;

MOTION BY: W. Scott

SECOND BY: R. Miller YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

- b. **BE IT FURTHER RESOLVED**, that the employee named in executive session is hereby suspended, effective immediately, for a period of thirty (30) days without pay, and thereafter with pay pending the outcome of the aforementioned Section 75 Proceeding.

MOTION BY: A. Taylor

SECOND BY: W. Scott YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

SUPPLEMENTAL-B** AGENDA**

C. HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT

SCHEDULE A CERTIFIED STAFF RESOLUTION

1. CERTIFIED STAFF AGREEMENT

- a. **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a settlement agreement with the Roosevelt Teachers Union under AAA Case No. 13 390 02246 13, and authorizes the President of the Board to execute same.

**MOTION BY: W. Funderburke SECOND BY: W. Scott YEA: 5
NAY: 0
ABSTAIN: 0
MOTION PASSED**