

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

THURSDAY, MARCH 31, 2016

3:00 pm (Meeting convenes with anticipated adjournment into Executive Session)

7:00 P.M. (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 31, 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 President, Robert Summerville at 3:22 p.m.

II. DETERMINATION OF QUORUM

The following members of the Board were present:

Robert Summerville, Board President

Willa Scott, Vice President

Wilhelmina Funderburke, Trustee

Alfred T. Taylor, Trustee

The following Member not present:

Charlena H. Croutch, Trustee

Lenore Pringle, District Clerk

The following school administrators were present:

Marnie Hazelton, Acting 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, Interim Assistant Superintendent for Secondary Education

Lyne Taylor, Assistant Superintendent for Business and Finance

Michele Van Eyken, Acting Assistant to the Superintendent for Elementary

III. MOTION TO CONVENE IN EXECUTIVE SESSION **TIME: 3:23 p.m.**

For discussing the following:

- Matters of personnel concerning “negotiations, discipline of a particular employee (s). Health and Wellness and personnel legal advice ”

**MOTION BY: W. Funderburke SECOND BY: A. Taylor YEA: 4
NAY: 0
ABSTAIN: 0**

IV. CALL TO ORDER **TIME: 7:12 p.m.**

V. MOTION TO RECONVENE IN REGULAR SESSION

**MOTION BY: W. Scott SECOND BY: A. Taylor YEA: 4
NAY: 0
ABSTAIN: 0**

VI. PLEDGE OF ALLEGIANCE

VII. SUPERINTENDENT’S REPORT

- Grants and Funded Programs ~ *Desmond Poyser, Director*
- Budget Workshop Series #5 ~ *Lyne M. Taylor, Assistant Superintendent of Business*

VIII. INDIVIDUAL ACTION ITEMS *pages 4-10*

- A. Organizational Items**
 - 1. Adoption of Policy 7513 and 7521
 - 2. 1st Reading Policy 8721
 - 3. Approval of Board Minutes
- B. Curriculum and Instruction**
 - 1. Approval of CSE Minutes
- C. Business**
 - 1. Warrants
 - 2. Treasurers Report
 - 3. Claims Audit Report
 - 4. Year End Internal Audit
 - 5. Donation –Krakauer Baby Grand Piano
 - 6. Receipt of Funds –Rebate from PSEG
 - 7. Budget Amendment
 - 8. Health and Welfare Services
- D. Human Resources & Professional Development**
 - Schedule A: Certified Staff Resolutions
 - Schedule B: Classified Staff Resolutions
 - Schedule E: Substitute Teachers
- E. School Services**
 - 1. Use of Facilities

IX. CONSENT AGENDA ITEMS *pages 11-12*

- A. Organizational Item**
- B. Curriculum and Instruction**
 - 1. Out of State Overnight (Senior) Field Trip
- C. Business** *No Items*
- D. Human Resources & Professional Development**
 - Schedule B: Classified Staff Resolutions
 - Schedule G: Field Placement

Supplemental Agenda *pages 14-15*

- 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** 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 7513/ 7521 UPDATE ADOPTION – ADMINISTRATION OF MEDICATION**

- a. **BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby acknowledges the Adoption of the “revisions” to Policy 7513 – Administration of Medication.
- b. **BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby acknowledges the Adoption of the “revisions” to Policy 7521 – Administration of Medication.

ITEM TABLED DECEMBER 17, 2015 – PENDING FURTHER DISCUSSION

MOTION TO UNTABLE

MOTION BY: A. Taylor SECOND BY: W. Funderburke YEA: 4
NAY: 0
ABSTAIN: 0

MOTION TO APPROVE

MOTION BY: W. Scott SECOND BY: A. Taylor YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

2. POLICY 8271– INTERNET SAFETY/INTERNET CONTENT FILTERING

- a. **BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby acknowledges the 1st Reading to Policy 8271 Internet Safety/Internet Content Filtering.

MOTION BY: A. Taylor SECOND BY: W. Funderburke YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

3. APPROVAL OF BOARD MINUTES

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

*February 11, 2016 ~ Planning Meeting
*February 25, 2016 ~ Action Meeting
*February 29, 2016 ~ Emergency Meeting

MOTION BY: A. Taylor SECOND BY: W. Scott YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

B. CURRICULUM & INSTRUCTION**1. APPROVAL OF COMMITTEE ON SPECIAL EDUCATION MINUTES**

- a. **BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby approves the Committee on Special Education Classification and Placement Report for the period of February 2016.

MOTION BY: A. Taylor SECOND BY: W. Funderburke YEA: 4
 NAY: 0
 ABSTAIN: 0
MOTION PASSED

C. BUSINESS**1. WARRANTS**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the warrants for **DECEMBER 2015** as approved by the Claims Auditor.

| FUND NAME | FUND | DECEMBER |
|----------------------------|------------|----------------|
| General Fund | Fund A | 2,455,274.63 |
| Federal/State Grants | Fund F | 48,804.94 |
| Capital Projects | Fund H | 110,699.98 |
| Cafeteria | Fund C | 378,365.76 |
| Trust and Agency | Fund T & A | 513,100.18 |
| Debt Service | Fund V | No Payment Due |
| Academic Improvement Grant | Fund AIG 1 | No Payment Due |

MOTION BY: W. Scott SECOND BY: W. Funderburke YEA: 4
 NAY: 0
 ABSTAIN: 0
MOTION PASSED

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 **DECEMBER 2015**.

MOTION BY: W. Funderburke SECOND BY: W. Scott YEA: 4
 NAY: 0
 ABSTAIN: 0
MOTION PASSED

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 **DECEMBER 2015**.

MOTION BY: W. Funderburke SECOND BY: W. Scott YEA: 4
 NAY: 0
 ABSTAIN: 0
MOTION PASSED

a. **BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby accepts the 2014-2015 Risk Assessment (Internal Audit Report) from Nawrocki Smith, LLP.

MOTION BY: W. Funderburke

SECOND BY: W. Scott

YEA: 4

NAY: 0

ABSTAIN: 0

MOTION PASSED

a. **BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby accepts the donation of a Krakauer Baby Grand Piano, with an approximate value of \$2,000.00. The piano will be used in the Middle School's expanding Music Program.

MOTION BY: W. Funderburke SECOND BY: W. Scott YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

a. **BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby accepts a rebate check in the amount of \$6,020.00 from PSEG Long Island Electric Company.

MOTION BY: A. Taylor SECOND BY: W. Funderburke YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

a. BE IT RESOLVED, that upon the recommendation of the Interim Superintendent, the Board of Education hereby approves amending the 2015-2016 school budget in the amount of \$6,020.00. This amendment is funded by a rebate received from PSEG Long Island Electric Company to cover a portion of the lighting upgrade at Washington Rose School.

| Appropriation Code | Description | Total |
|--------------------|----------------------|------------|
| A1621.462-09-0000 | Maintenance of Plant | \$6,020.00 |
| Total | | |

MOTION BY: W. Scott SECOND BY: W. Funderburke YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

8. HEALTH AND WELFARE SERVICES

- a. **BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby approves the 2015-2016 Health and Welfare Services contracts for Roosevelt students attending private and parochial schools, and authorizes the Board President to execute same, pursuant to the not to exceed amounts listed below:

| School | # of Students | Cost per Student | Total Cost |
|-------------------|---------------|------------------|---------------------|
| Baldwin | 12 | 1,262.50 | 15,150.00 |
| Bellmore | 3 | 1,055.29 | 3,165.87 |
| East Rockaway | 3 | 1,296.00 | 3,888.00 |
| Farmingdale | 1 | 1,020.28 | 1,020.28 |
| Freeport | 7 | 798.68 | 5,590.76 |
| Garden City | 5 | 937.34 | 4,686.70 |
| Half Hollow Hills | 3 | 926.38 | 2,779.14 |
| Hempstead | 3 | 817.00 | 2,451.00 |
| Hicksville | 43 | 647.74 | 27,852.82 |
| Jericho | 7 | 1,069.79 | 7,488.53 |
| Lynbrook | 1 | 1,104.89 | 1,104.89 |
| Malverne | 8 | 957.00 | 7,656.00 |
| Manhasset | 6 | 1,134.00 | 6,804.00 |
| New Hyde Park | 2 | 1,050.63 | 2,101.26 |
| North Merrick | 2 | 1,229.00 | 2,458.00 |
| Rockville Centre | 2 | 1,233.54 | 2,467.08 |
| Syosset Central | 2 | 886.62 | 1,773.24 |
| Uniondale | 62 | 646.34 | 40,073.08 |
| Valley Stream | 1 | 1,116.82 | 1,116.82 |
| West Hempstead | 7 | 1,055.38 | 7,387.66 |
| Westbury | 7 | 807.49 | 5,652.43 |
| TOTAL | | | \$152,667.56 |

Appropriation in Budget: A2815.448-09-0000

MOTION BY: W. Scott SECOND BY: W. Funderburke YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

All fingerprint and background checks have been satisfactorily completed

E. SCHOOL SERVICES**1. USE OF FACILITIES**

- ~~a. **BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby approves the Use of Facilities request form for the PAL to use the Athletic Complex on Saturday's and Sundays between March 5, 2016 and June 12, 2016. Charges per Regulation 3280 total \$5,460.00 include 15 Sunday's of field use @ \$175/day totaling \$2,625.00 and overtime costs of \$2,835.00 (\$31.50/hour, 6 hours per day for 15 Sundays).~~

**ITEM TABLED JANUARY 28, 2016 – PENDING FURTHER DISCUSSION REGARDING
PAST DUE BALANCE**

MOTION TO UNTABLE

**MOTION BY: W. Funderburke SECOND BY: A. Taylor YEA: 4
NAY: 0
ABSTAIN: 0**

MOTION TO REMOVE

**MOTION BY: W. Funderburke SECOND BY: A. Taylor YEA: 4
NAY: 0
ABSTAIN: 0**

F. SCHOOL SERVICES**1. USE OF FACILITIES**

- a. **BE IT RESOLVED****, that upon the recommendation of the Interim Superintendent, the Board of Education hereby approves the Use of Facilities request form for the PAL to use the Athletic Complex between March 19, 2016 through May 15, 2016, for three Sundays totaling \$283.50 plus fees for the use of the field \$16.50 -for a total of \$300.00.

MOTION TO APPROVE

**MOTION BY: W. Scott SECOND BY: W. Funderburke YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED**

CONSENT AGENDA ITEMS**A. ORGANIZATIONAL ITEMS *No Items*****B. CURRICULUM & INSTRUCTION****1. OUT OF STATE- OVERNIGHT (SENIOR) TRIP –*MOTION TO REMOVE FROM CONSENT AGENDA****Motion by A. Taylor Second by W. Scott*

- a. BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby approves the overnight field trip for Roosevelt High School Seniors to Pine Grove Resort Ranch, Kerhonkson, NY, from Friday, May 20, 2016 to Sunday, May 22, 2016 at no cost to the District

MOTION BY: A. Taylor SECOND BY: W. Scott YEA: 4NAY: 0ABSTAIN: 0***MOTION TO TABLE*****C. BUSINESS *No Items*****D. HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT****SCHEDULE B****CLASSIFIED STAFF RESOLUTIONS**

All fingerprint and background checks have been satisfactorily completed

1. CLASSIFIED STAFF LEAVE REQUEST

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

| | |
|------------|--|
| Name: | Battle, Diane |
| Position: | Senior Typist Clerk |
| Location: | Central Administration |
| Effective: | Paid Leave/March 10, 2016-March 18, 2016 |
| | Unpaid Leave/March 21, 2016-May 6, 2016 |
| Reason: | FMLA/ Medical |

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 Interim Superintendent, the Board of Education hereby approves the following Adelphi University student observers at Centennial ES for the 2015-2016 school year.

Name
Colon, Corrina
Consiglio, Amanda
Waisne, Caitlin
Zhao, Vicky

- b. **BE IT RESOLVED**, that upon the recommendation of the Interim Superintendent, the Board of Education hereby approves the following counseling student and student intern at Ulysses Byas for the 2015-2016 school year.

Name
Potter, Brien

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: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

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

(Members of the public who wish to comment or have district concerns are ask 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: 8:34 p.m.

**MOTION BY: A. Taylor SECOND BY: W. Scott YEA: 4
NAY: 0
ABSTAIN: 0**

Next Board Meeting (PLANNING)

Date: APRIL 7, 2016

Time: 5:00 pm

SUPPLEMENTAL AGENDA

C. BUSINESS

1. BUDGET TRANSFER

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

| TRANSFERRED FROM | | | | | TRANSFERRED TO | | |
|-------------------|---|-------------------|---------------------|----------------|-------------------|---------------------------------------|-----------------|
| Account Code | Description | Beginning Balance | Transfer Amount | Ending Balance | Account Code | Description | Transfer Amount |
| A1620.161-09-0000 | Operation of Plant-Salaries-Non Instructional | \$ 50,270.01 | \$ 25,000.00 | \$ 25,270.01 | A1621.462-09-0000 | Maintenance of Plant-Building Repairs | \$ 25,000.00 |
| TOTAL | | | \$ 25,000.00 | | | | |

MOTION BY: W. Scott SECOND BY: W. Funderburke YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

D. HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT

SCHEDULE A

CERTIFIED STAFF RESOLUTIONS

All fingerprint and background checks have been satisfactorily completed.

1. SETTLEMENT AGREEMENT

- a. **RESOLVED**, on the recommendation of the Interim Superintendent of Schools, the Board of Education hereby approves a Settlement Agreement (“Agreement”) between the Board of Education and the Roosevelt Teachers’ Association to resolve the Grievance and Arbitration pertaining to AAA Case No.: 01-14-0002-2620, and hereby authorizes the President of the Board to execute said Agreement on behalf of the board.

MOTION BY: W. Funderburke SECOND BY: W. Scott YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

SCHEDULE B**CLASSIFIED STAFF RESOLUTIONS**

All fingerprint and background checks have been satisfactorily completed

2. CLASSIFIED STAFF TERMINATION

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

Williams, Daniel
Position: Security Aide
Location: High School
Effective: April 1, 2016

MOTION BY: A. Taylor SECOND BY: W. Scott YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED

SUPPLEMENTAL AGENDA -B**D. HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT****SCHEDULE A****CERTIFIED STAFF RESOLUTIONS**

All fingerprint and background checks have been satisfactorily completed.

1. CERTIFIED STAFF DISCIPLINE

- a. WHEREAS the Interim Superintendent of Schools has preferred charges against the employee named in Executive Session and listed on Confidential Attachment "A" pursuant to Section 3020-a of the New York State Education Law; and

WHEREAS, the Board of Education has determined, by a vote of a majority of all the members of the Board, that probable cause exists for the charges preferred against said employee by the Interim Superintendent of Schools;

BE IT RESOLVED that the employee named in Executive Session will be suspended with pay effective immediately, pending a hearing on the charges and the final determination thereof.

MOTION BY: A. Taylor SECOND BY: W. Scott YEA: 4
NAY: 0
ABSTAIN: 0
MOTION PASSED