

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

PLANNING MEETING

ROOSEVELT HIGH SCHOOL LIBRARY

THURSDAY APRIL 10, 2014

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

5:00 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 Planning Meeting of the Roosevelt Union Free School District Board of Education was held on Thursday, April 10, 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 President Robert Summerville at **3:23 pm**.

II. DETERMINATION OF QUORUM

The following members of the Board were present:

Robert Summerville, President

Alfred T. Taylor, Vice President (*late 3:40 pm*)

Robert Miller, Trustee

Willa Scott, Trustee

Lenore Pringle, District Clerk

The following Board Member were NOT present:

Wilhelmina Funderburke, Trustee

The following School Administrators were present:

Dr. Deborah L. Wortham, Superintendent of Schools

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

Marnie Hazelton, Assistant Superintendent for Elementary Education

Dr. Lauber, Assistant Superintendent for Transition and Finance

Lyne Taylor, Assistant Superintendent for Business and Operations

Marilyn Zaretsky, Assistant Superintendent for Secondary Education

I. MOTION TO CONVENE IN EXECUTIVE SESSION **TIME: 3:28 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: R. Miller

SECOND BY: W. Scott

YEA: 3

NAY: 0

ABSTAIN: 0

II. CALL TO ORDER **TIME: 5:17 pm**

III. MOTION TO RECONVENE IN REGULAR SESSION

MOTION BY: R. Miller

SECOND BY: A. Taylor

YEA: 4

NAY: 0

ABSTAIN: 0

IV. PLEDGE OF ALLEGIANCE

V. SUPERINTENDENT’S REPORT

a) Business & Operations ~*Ms. L. Taylor*

VI. RESOLUTIONS FOR ACTION *pages 5-7*

- A. Organizational Items *–No Items*
- B. Curriculum and Instruction
 - 1. Consultant Services
 - 2. Approval of Committee on Special Education Minutes
- C. Business
 - 1. Proposition No. 1
 - 2. Proposition No. 2
 - 3. Adoption of Property Tax Report Card
- D. Human Resources & Professional Development
 - Schedule B: Classified Staff Resolutions

VII. RESOLUTIONS FOR DISCUSSION *pages 8-17*

- A. Organizational Items
 - 1. Election Inspectors and Board Registration
 - 2. Approval of Board Minutes
- B. Curriculum and Instruction
 - 1. Addendum to Consultant Services
- C. Business
 - 1. Treasurer's Report
 - 2. Claim Auditors Report
 - 3. Warrants
 - 4. Budget Transfers
- D. Human Resources & Professional Development
 - Schedule A - Certified Staff Resolutions
 - Schedule B: Classified Staff Resolutions
 - Schedule C: Extra Duty Stipends
 - Schedule E: Substitute Teacher Appointment
 - Schedule F: Name Change

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**.

RESOLUTIONS FOR ACTION**A. ORGANIZATIONAL ITEMS –*No Items*****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 Council of Thought and Action (COTA) Mentoring Initiatives to mentor high school students in life skills building, making healthy choices, mediation and conflict resolution from May 1, 2014 through June 30, 2015 at no cost to the district.

MOTION BY: R. Miller

SECOND BY: A. Taylor

YEA: 4NAY: 0ABSTAIN: 0**MOTION PASSED****2. 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 March 2014.

MOTION BY: A. Taylor

SECOND BY: R. Miller

YEA: 4NAY: 0ABSTAIN: 0**MOTION PASSED**

C. BUSINESS**1. PROPOSITION NO. 1**

- a. Proposition #1: **RESOLVED**, that the Board of Education of the Roosevelt Union Free School District of the County of Nassau, New York, be authorized to expend an amount not to exceed \$1,500,000 from the Building Capital Reserve Fund, the establishment of which was approved by the District voters on May 20, 2008, to be used for the following purposes: Building Renovations and Improvements, and Facilities and Grounds Improvement, including the following work and acquisitions: HVAC; Door Replacement; Electrical; Glass Replacement; Lawn Irrigation; Building Control System Improvement; and General Improvement to Buildings.

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

2. PROPOSITION NO. 2

- a. Proposition #2: **RESOLVED**, that the Board of Education of the Roosevelt Union Free School District of the County of Nassau, New York, be authorized to expend an amount not to exceed \$500,000 from the Technology Reserve Fund, the establishment of which was approved by the District voters on May 20, 2008, to be used for the following purposes: To build technology infrastructure in preparation for The Partnership for Assessment of Readiness for College and Careers (PARCC) to upgrade servers.

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

3. ADOPTION OF PROPERTY TAX REPORT CARD

- a. **BE IT RESOLVED**, that pursuant to the requirements set forth in Section 1716 of the Education Law of the State of New York, the Board of Education of Roosevelt Union Free School District, hereby adopts the annexed Property Tax Report Card based on the proposed budget for the 2014-2015 school year.

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

D. HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT**SCHEDULE B**
CLASSIFIED STAFF RESOLUTIONS**1. CLASSIFIED STAFF APPOINTMENTS**

All fingerprint and background checks have been satisfactorily completed.

- a. BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following teacher aide substitutes (part-time) effective April 21, 2014. The hourly rate is \$12.50.

Name

Greenspan, Jacquelyn

Woods, Akeem

Appropriation in Budget: A2250.163-09-0000

ITEM TABLED 04.10.2014

MOTION BY: R. Miller SECOND BY: W. Scott YEA: 4
NAY: 0
ABSTAIN: 0

RESOLUTIONS FOR DISCUSSION**A. ORGANIZATIONAL ITEMS****1. ELECTION INSPECTORS AND BOARD OF REGISTRATION**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following personnel as Election Inspectors for the Annual Budget Vote and Election to be held on Tuesday, May 20th, 2014, at a rate of \$15.00 for each hour worked. All Election Inspectors are required to work from 5:30 a.m. – 9:30 p.m., except during scheduled breaks:

1. Demus, Linda
2. Dowtin, Carol
3. Duke, Vernon
4. Johnson, Virginia
5. Henderson, Edna
6. Preston, Yasmine
7. Young, Hattie

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 personnel as Chief Election Inspectors for the Annual Budget Vote and Election to be held on Tuesday, May 20th, 2014, at a rate of \$18.00 for each hour worked. All Chief Election Inspectors are required to work from 5:30 a.m. – 9:30 p.m., except during scheduled breaks:

1. Martin, Janie
2. Seymore-Jackson, Simone

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 personnel as members of the Board of Registration at a rate of \$15.00 for each hour worked. *The Board of Registration meets on 5/3/14 from 9:00 am to 1:00 pm and 5/8/14, from 4:00 pm – 8:00 pm. Total amount not to exceed \$500.00.*

1. Demus, Linda
2. Dowtin, Carol
3. Duke, Vernon
4. Johnson, Virginia

Move to: Individual Agenda

(continued Organizational Items)

2. APPROVAL OF BOARD MEETING MINUTES

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

- i. **February 27, 2014 –Planning/Action Meeting**
- ii. **March 13, 2014 - Planning Meeting**
- iii. **March 27, 2014- Action Meeting**

Move to: Individual Agenda

B. CURRICULUM AND INSTRUCTION**1. ADDENDUM TO CONSULTANT SERVICE AGREEMENTS**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the Addendum to Consultant Service Agreement between TPR Education d/b/a The Princeton Review and Roosevelt Union Free School District. *Funding not to exceed \$7,000 for the 2013-2014 grant funding period.* TPR Education d/b/a The Princeton Review will perform the following:

- Face to Face Instruction
- Transition into an online format
- For 60 students

Funding Source: F 2110-469-14-5123

Move to: Consent Agenda

C. BUSINESS**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 March 2014.

Move to: Individual Agenda

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 March 2014.

Move to: Individual Agenda

3. WARRANTS

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

FUND NAME	FUND	November
General Fund	Fund A	
Federal/State Grants	Fund F	
Capital Projects	Fund H	
Cafeteria	Fund C	
Trust and Agency	Fund T & A	
Debt Service	Fund V	No Payment Due
Academic Improvement Grant	Fund AIG 1	

Move to: Individual Agenda

(continued Business)

4. BUDGET TRANSFERS

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

TRANSFERRED FROM				TRANSFERRED TO	
Account Code	Description	Balance	Amount	Account Code	Description
A2110.493-08-0000	BOCES Cultural Arts	\$11,160.33	\$11,160.33	A2330.490-06-0000	BOCES Regional Summer School

Move to: Individual Agenda

D. HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT

SCHEDULE A
CERTIFIED STAFF RESOLUTIONS

All fingerprint and background checks have been satisfactorily completed.

1. CERTIFIED STAFF APPOINTMENT

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

- i. Name:** Schriefer, Ashley
Appointment: Probationary
Position: Art Teacher
Certification: Visual Arts
Effective: September 9, 2013
Tenure Date: September 9, 2016
Replaces: Joseph Bilella
Location: Roosevelt MS
Salary : BA Step 1 \$53,308.70 (pro-rated)

*Ms. Schriefer has been serving in this position
as a leave replacement teacher effective September 9, 2013*

Appropriation in Budget: A2110.130-07-AIG2

Move to: Individual Agenda

2. CERTIFIED STAFF RESIGNATION

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

- i. Name:** Catlin, Stirleeta
Position: Teaching Assistant
Location: Ulysses Byas ES
Effective: March 15, 2014

Move to: Consent Agenda

(continued Human Resources & Professional Development)

- ii. **Name:** **Nisbett, Kim**
 Position: Coordinator of School Counseling
 Location: Roosevelt HS
 Effective: June 30, 2014

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 following certified staff leave request:

- i. **Name:** **Godfrey, Malissa**
 Position: English Teacher
 Location: Roosevelt MS
 Reason: **Maternity Leave**
 FMLA/Paid Leave: March 3, 2014-May 22, 2014

Move to: Consent Agenda

- ii. **Name:** **Price, Thandiwe**
 Position: Teacher Aide
 Location: Ulysses Byas ES
 Reason: **Maternity Leave**
 FMLA/Unpaid leave: April 21, 2014-June 30, 2014
 Unpaid personal leave: July 1, 2014-June 30, 2015

Move to: Consent Agenda

- iii. **Name:** **Moser, Lisa**
 Position: Spanish Teacher
 Location: Roosevelt HS
 Reason: **Maternity Leave**
 FMLA/Paid Leave: May 6, 2014-May 29, 2014
 Unpaid leave: May 30, 2014-June 19, 2014

Move to: Consent Agenda

(continued Human Resources & Professional Development)

- iv. **Name:** **Genova, Laura**
 Position: Speech Teacher
 Location: Centennial ES
 Reason: **Medical Leave**
 FMLA/Paid Leave: March 5, 2014-March 17, 2014

Move to: Consent Agenda

- v. **Name:** **Desmet-Sabatino, Ellen**
 Position: Mathematics Teacher
 Location: Roosevelt HS
 Reason: **Medical Leave**
 FMLA/Paid Leave: Intermittent leave began February 28, 2014

Move to: Consent Agenda

- vi. **Name:** **Hewitt, Mary**
 Position: Elementary Teacher
 Location: Ulysses Byas ES
 Reason: **Medical Leave**
 Unpaid Leave: Continued leave January 1, 2014-September 1, 2014

Move to: Consent Agenda

SCHEDULE B
CLASSIFIED STAFF RESOLUTIONS

All fingerprint and background checks have been satisfactorily completed.

1. CLASSIFIED STAFF RESIGNATION

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

<u>Name</u>	<u>Position</u>
Hinton, Marjorie	Food Service Helper (part-time)
Hawkins, Shakira	Food Service Helper (part-time)

Move to: Consent Agenda

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 Thinking Maps Train the Trainer (TOT) stipend for the following certified staff members at Centennial ES. The annual stipend is \$2,000.00. These individuals have served in this position for the 2013-2014 school year.

Name
 Dods, Diane
 Avena, Francene
 Duggan, Darlene
 Wilson, Unique

Appropriation in Budget: A2110.15-09-TMAP

Move to: Individual Agenda

(continued Human Resources & Professional Development)

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 individual as a *permanent substitute teacher* effective April 30, 2014 at a rate of \$110.00 per diem for certified staff.

Name

Gonzalez, Sammy (*currently serving as a per diem substitute*)

Appropriation in Budget: A2110.140-09-0000

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 individuals as a **substitute teacher** effective April 30, 2014 at a rate of \$110.00 per diem for certified staff.

Name

Jeffries, Page

Wallace, Denise (retiree)

Appropriation in Budget: A2110.140-09-0000

Move to: Individual Agenda

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:

Name

Jeffries, Page

Effective

March 4, 2014

Move to: Consent Agenda

(continued Human Resources & Professional Development)

SCHEDULE H
NAME CHANGE

1. NAME CHANGE

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

Name:	Squillante, Christina
From:	Squillante, Christina
To:	Jasmin, Christina

Move to: **Consent Agenda**

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: 8:46 pm****MOTION BY: R. Miller****SECOND BY: A. Taylor****YEA: 4****NAY: 0****ABSTAIN: 0**

***Next Board Meeting Date:
Action Meeting- April 24, 2014
7:00 pm***

"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

D. HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT

SCHEDULE B **CLASSIFIED STAFF RESOLUTIONS**

1. AUDIT

- a. **BE IT RESOLVED**, the Board of Education hereby authorizes the Internal Auditor, Nawrocki Smith, to conduct an audit of the salary schedules for the UPSEU Clerical Unit, covering the period from 1997 through the present, at a cost not to exceed \$2000.00.

MOTION BY: R. Miller

SECOND BY: W. Scott

YEA: 4

NAY: 0

ABSTAIN: 0

MOTION PASSED

"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-B AGENDA

C. BUSINESS

1. SCHOOL DISTRICT BUDGET ADOPTION

- a. **BE IT RESOLVED**, that the statement of estimated expenses (budget) presented by the Board of Education of Roosevelt Union Free School District, Town of Hempstead, Nassau County, State of New York, for the school year 2014-2015 in the amount of **\$92,802,978** for the purposes stated, be and same is approved, and said total amount, exclusive of public monies and other lawful income shall be raised by the levy on the taxable property within the school district and collected during the ensuing year as provided by law.

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