

# MINUTES

## BOARD OF EDUCATION • ROOSEVELT, NEW YORK

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

[www.rooseveltufsd.org](http://www.rooseveltufsd.org)

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**ACTION MEETING**

ROOSEVELT HIGH SCHOOL LIBRARY

**THURSDAY, DECEMBER 19, 2013**

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

4:00 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"*

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The Action Meeting of the Roosevelt Union Free School District Board of Education was held on Thursday, December 19, 2013 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 **3:15 pm**.

### **II. DETERMINATION OF QUORUM**

*The following members of the Board were present:*

Robert Summerville, President

Alfred T. Taylor, Vice President *—arrived at 3:48 pm*

Wilhelmina Funderburke, Trustee

Willa Scott, Trustee

Robert Miller, Trustee

Lenore Pringle, District Clerk

*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

Lyne Taylor, Assistant Superintendent for Business and Operations

Marilyn Zaretsky, Assistant Superintendent for Secondary Education

*The following School Administrators were NOT present:*

Dr. Lauber, Assistant Superintendent for Transition and Finance

**I. MOTION TO CONVENE IN EXECUTIVE SESSION****TIME: 3:17 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: 4****NAY: 0****ABSTAIN: 0****II. CALL TO ORDER****TIME: 5:25 pm****III. MOTION TO RECONVENE IN REGULAR SESSION****MOTION BY: R. Miller****SECOND BY: A. Taylor YEA: 5****NAY: 0****ABSTAIN: 0****IV. PLEDGE OF ALLEGIANCE****V. SUPERINTENDENT’S REPORT**

- a) Roosevelt High School ~ *Dr. Stephen Strachan (postpone until January 2014)*
- b) Pupil Personnel Services ~ *Dr. Wynn & Gwen Holland*  
*((postpone until January 2014))*

**VI. INDIVIDUAL AGENDA *pages 5-12*****A. Organizational Items**

1. Representative for Nassau BOCES budget review committee for 2014/2015

**B. Curriculum and Instruction**

1. Consultant Services
2. Out of State Conference

**C. Business**

1. Treasurer's Report
2. Budget Amendment
3. Warrants
4. Claims Auditor Report
5. E Rate Billing

**D. Human Resources & Professional Development**

- Schedule B: Classified Staff Resolutions
- Schedule C: Extra Duty Stipends
- Schedule E: Substitute Teacher Recommendations
- Schedule F: Adult/Continuing Education

**VII. CONSENT AGENDA *pages 13-16*****A. Organizational Items**

1. Approval of November 2013 Board Minutes

**B. Curriculum and Instruction**

1. Approval of Committee on Special Education Minutes
2. Consultant Service Agreement

**C. Business- *No Items*****D. Human Resources & Professional Development**

- Schedule A - Certified Staff Resolutions
- Schedule C – Extra Duty Stipends
- Schedule G – Field Placement

**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****APPOINTMENT OF REPRESENTATIVE FOR NASSAU BOCES BUDGET COMMITTEE**

## Nominations:

Wilhelmina Funderburke	# of	Votes: <u>5</u>
Robert Miller	# of	Votes:
Willa Scott	# of	Votes:
Robert Summerville	# of	Votes: <u>5</u>
Alfred Taylor	# of	Votes:

**1. REPRESENTATIVE FOR NASSAU BOCES BUDGET REVIEW COMMITTEE FOR 2014/2015**

- a. **BE IT RESOLVED**, that the Board of Education hereby appoints Wilhelmina Funderburke and Robert Summerville as its representative to participate on the Nassau BOCES Budget Review Committee, in order to assist in the development of the 2014/2015 BOCES Budget.

MOTION BY: R. Miller

SECOND BY: A. Taylor

YEA: 5NAY: 0ABSTAIN: 0

MOTION PASSED

**\*BLOCK VOTE a-c****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 **Nassau County Department of Social Services** and the Roosevelt UFSD for payment of the reimbursement of maintenance costs of children with disabilities placed in residential schools. Funding not to exceed \$ 67,000.00.

Appropriation in Budget: A2250.469-09-0000

MOTION BY: W. Scott

SECOND BY: R. Miller

YEA: 5NAY: 0ABSTAIN: 0

(continued Curriculum and Instruction)

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the Consultant Service Agreement between **Stephen Glickman** and Roosevelt Union Free School District. Stephen Glickman will provide Dual Language consultant services. *Payment should not exceed \$6,000.00 for the 2013-2014 school year.*

Funding Source: Bilingual/F2110.469-14-0635/0021

- c. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the Consultant Service Agreement between **Ellie Paiewonsky** and Roosevelt Union Free School District. Ellie Paiewonsky will provide English As a Second Language (ESL) consultant services. *Payment should not exceed \$4,000.00 for the 2013-2014 school year.*

Funding Source: Title III/F2110.469-14-0293

## 2. OUT OF STATE CONFERENCE

- a. **BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education hereby approves the out of state professional development conference, **ASCD 69<sup>th</sup> Annual Conference** for **Dr. Stephen Strachan, Mrs. Treva Pattton, Ms. Ramona Lipka, Ms. Andrea Kelly** and **Ms. Marnie Hazelton** to be held in Los Angeles, California from Saturday, March 15, 2014 to Monday, March 17, 2014 (one day absence from the District). Total expenses not to exceed \$8,530.00.

Funding Source: Title I/ F2110.406-14-5123/0021

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

MOTION PASSED

**\*BLOCK VOTE –Items 1-3****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 October 2013 and November 2013.

**2. BUDGET AMENDMENT**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following amendment to the 2013-2014 budget due to funds received from New York Schools Insurance Reciprocal in the amount of \$13,640.72.

**Appropriation in Budget: A1620.200.09-0000**

**3. WARRANTS**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the warrants for October 2013 and November 2013, as approved by the Claims Auditor.

FUND NAME	FUND	OCTOBER
General Fund	Fund A	\$2,483,916.36
Federal/State Grants	Fund F	\$ 136,894.89
Capital Projects	Fund H	\$ 290,830.38
Cafeteria	Fund C	\$ 102,462.15
Trust and Agency	Fund T & A	\$ 419,745.78
Debt Service	Fund V	No Payment Due
Academic Improvement Grant	Fund AIG 1	\$ 1,727.14

**MOTION BY: A. Taylor**

**SECOND BY: R. Miller**

**YEA: 5**

**NAY: 0**

**ABSTAIN: 0**

**MOTION PASSED**

(continued Business)

**4. 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 October 2013 and November 2013.

MOTION BY: A. Taylor

SECOND BY: R. Miller

YEA: 5NAY: 0ABSTAIN: 0

MOTION PASSED

**5. AGREEMENT WITH PRIME AUDITORS TO AUDIT E-RATE BILLING CHARGES**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the proposal from Prime Auditors to conduct an audit of e-rate billing. The New York State Public Service Commission has found that Verizon may have overcharged E-rate school district and library customers \$50,000 or more. Prime Auditors would evaluate billing charges from telephone, to gas, electric, cable and cellular. Prime Auditors will collect 40% of what is recovered in the audit.

Appropriation in Budget: A1310.469-09-0000

MOTION TO REMOVE FROM AGENDA

MOTION BY: W. Funderburke

SECOND BY: A. Taylor

YEA: 5NAY: 0ABSTAIN: 0

MOTION PASSED

**\*BLOCK VOTE –Schedule(s) B, C****D. HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT****SCHEDULE B****CLASSIFIED STAFF RESOLUTIONS**

All fingerprint and background checks have been satisfactorily completed.

**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 rescinds the appointment of the following classified staff member as **Food Service Helper (part-time)**. This individual served no time and shall receive no compensation.

**Name**

Hammond, Joel

**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 a **TOT Thinking Maps** stipend of \$1,500.00 for the following certified staff members:

**Name**

Gladstone, Brian

Rome, Audrey

Mintzer, Ray

Amadeo, Eric

Thadal, Tayana

**Appropriation in Budget: A2110.150-09-TMAP**



(continued Human Resources &amp; Professional Development)

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves appointing the followings certified staff members for the **ESL-Bilingual Family Saturday Academy** for the 2013-2014 school year effective January 6, 2014 through May 31, 2014. The stipend for the teaching positions is the RTA contractual rate of \$38.05 per hour. The Teaching Assistant hourly rate is \$22.21. Total not to exceed 7 hours per month per individual.

<u>Name</u>	<u>Position</u>
Cheswick, Joan	Teacher
Eskenazi, Ilene	Teacher
Gelin, Leticia	Teacher
Goetchius, Melanie	Teacher
Ayala, Raul	Teacher
Hernandez, Alexandra	Teaching Assistant

Funding Source: Title III, Bilingual/ F2110.150/162-14-0293/F2110.150/162-14-0635

- c. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves appointing the following teacher for the **ESL-Bilingual Support Program Lead** for the 2013-2014 school year effective January 6, 2014 through June 6, 2014. The stipend for this position is \$50.00 per hour. Total not to exceed 20 hours per month and 5 hours on the first week of June (maximum of 105 Hours).

Name  
McCabe, Dawn

Funding Source: Title III/F2110.150-14-0293

(continued Human Resources &amp; Professional Development)

- d. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves appointing the following teachers for the **Advisory Committee for Curriculum and Professional Development** effective January 6, 2014 through August 29, 2014. The stipend for these positions is the RTA contractual rate of \$38.05 per hour. Total not to exceed \$10,000.00 (maximum of 262.8 Hours). Number of monthly hours varies according to the ESL and Bilingual Curriculum writing, reviewing and editing needs.

**Name**

Amadeo, Eric  
Bois, Jacqueline  
Burgio, Ana  
De La Rosa  
Fernandez, Deisy  
Goetchius, Melanie  
Granby, Robyn  
Mercado, Mirla  
Negron, Damaris  
Pelaez-Shea, Gloria  
Ramirez, Esperanza  
Rodriguez, Edward  
Scandaglia, Julie  
Schleicher, Loren

**Funding Source: Title III/F2110.150-14-0293****MOTION BY: A. Taylor SECOND BY: W. Scott**

**YEA: 5**  
**NAY: 0**  
**ABSTAIN: 0**

**MOTION PASSED**

(continued Human Resources &amp; Professional Development)

**SCHEDULE F**  
**ADULT/CONTINUING EDUCATION RESOLUTIONS/EPE**

**1. ADULT/CONTINUING EDUCATION RESOLUTIONS/EPE**

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of the following teachers for the **Adult Education and EPE Program** positions for the 2013-2014 school year effective **December 9, 2013** through **June 27, 2013**. The rate of pay is the RTA contractual hourly rate of \$38.05.

**Name**

Goetchius, Melanie  
Ayala, Raul

Funding Source: EPE/F2340.150-14-1425

TABLED 12.5.2013- Additional Information needed

MOTION TO REMOVE FROM TABLE

MOTION BY: R. Miller

SECOND BY: W. Scott

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION TO APPROVE

MOTION BY: W. Scott

SECOND BY: R. Miller

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

**CONSENT AGENDA****A. ORGANIZATIONAL ITEMS****1. APPROVAL OF MINUTES**

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

November 7, 2013 - Planning Meeting

November 21, 2013 - Action Meeting

**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 October 16, 2013 to November 15, 2013.

**2. 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 **Project Hope** and the Roosevelt Union Free School District. Project Hope will provide resiliency skills to all second grade students through a wide range of modalities like arts and crafts, sports elements and relaxation techniques. *Program will run from January 6, 2014 to February 28, 2014, at no expense to the District*

**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 following certified staff leave requests:

**Herlle, Vanessa**

Position: Special Education Teacher

Location: Washington Rose ES

Reason: Maternity

FMLA/Paid Leave: February 1, 2014-February 11, 2014

Unpaid Leave: February 12, 2014- May 31, 2014

**Priestly, Keisha**

Position: Elementary Teacher

Location: Washington Rose ES

Reason: Maternity

FMLA/Paid Leave: February 4, 2014-March 31, 2014

**Stroh, Melanie**

Position: Business Teacher

Location: Roosevelt HS

Reason: Maternity

FMLA/Paid Leave: February 3, 2014-March 28, 2014

Unpaid Leave: March 29, 2014-June 27, 2014

**Leslie, Malika**

Position: Teaching Assistant

Location: Roosevelt MS

Reason: Medical

FMLA/Unpaid Leave: November 14, 2013-November 22, 2013

Unpaid Personal Leave: November 23, 2013-January 27, 2014

**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 following certified staff members for **Elementary Curriculum Specialists** for the 2013-2014 school year. The stipend is the RTA contractual rate of \$3,954.00.

<u>Name</u>	<u>Position</u>
Burnett-Beasley, Catherine	Science
Wilkes, Dawn	Math

**Appropriation in Budget: A2110.120-02/04/05-AIG2**

- b. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following certified staff members **for Pre-Kindergarten Lead Teachers** for the 2013-2014 school year. The stipend is the RTA contractual rate of \$3,954.00. This is a split position and each staff will receive \$1, 977. The stipend will be split between the teachers listed below:

<u>Name</u>
Lipka, Ramona
Wilson, Unique

**Appropriation in Budget: A2110.120-02/04/05-AIG2**

- c. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves appointing the followings teachers for the **ESL-Bilingual Afterschool Program** for the 2013-2014 school year effective January 6, 2014 through May 30, 2014. The stipend for these positions is the RTA contractual rate of \$38.05 per hour. Total not to exceed 16 hours per month per teacher.

<u>Name</u>
Bois, Jacqueline
Cheswick, Joan
Negron, Demaris
De La Rosa, Margarita
Rodriguez, Edward
Mercado, Mirla
Gelin, Leticia
Gonzalez, Elizabeth
Bernier, Carmen
Burgio, Ana
Goetchius, Melanie

**Funding Source: Title III, Bilingual/F2110.150-14-0293/F2110.150-14-0635**

(continued Human Resources &amp; Professional Development)

- d. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves appointing the following teachers for the **Dual Language and Bilingual Mentor Position** for the 2013-2014 school year effective January 6, 2014 through June 27, 2014. The stipend for this position is the RTA contractual rate of \$38.05 per hour. Total not to exceed 15 hours per month.

**Name**

Romero, Maria

**Funding Source: Bilingual/F2110.150-14-0635**

- e. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves appointing the following individuals for the **ESL Advisory Committee for Special Services Position** for the 2013-2014 school year effective January 6, 2014 through June 27, 2014. The stipend for these positions is the RTA contractual rate of \$38.05 per hour. Total not to exceed 6 hours per month per individual.

**Name**

Lopez, Miriam

Torrez, Beverly

**Position**

Guidance Counselor

Social Worker

**Funding Source: Title III/F2110.150-14-0293****SCHEDULE G****FIELD PLACEMENT****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** to complete their field placement assignment at Ulysses Byas ES effective January 21, 2014 –May 17, 2014:

**Name**

Small, Tyrell

**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: R. Miller****YEA: 5****NAY: 0****ABSTAIN: 0**

**IX. DISTRICT BUSINESS** *\*held for the next meeting January 2014*

*New Business~* Umbrella Policy for Board Members  
Request for Proposal

*Old Business~* License for Radio Station Follow-up  
Grades & Attendance 1<sup>st</sup> Marking Period  
Construction Punch List  
10 Pennywood Avenue

**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: 5:58 PM****MOTION BY: R. Miller****SECOND BY: A. Taylor****YEA: 5****NAY: 0****ABSTAIN: 0**