

ROOSEVELT UNION FREE SCHOOL DISTRICT

DRAFT 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 APRIL 24, 2014

5:00 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, April 24, 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 **5:15 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*)

Wilhelmina Funderburke, Trustee

Robert Miller, Trustee

Willa Scott, Trustee

Lenore Pringle, District Clerk

The following School Administrators were present:

Dr. Deborah L. Wortham, Superintendent of Schools

Ronald Grotsky, 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

III. MOTION TO CONVENE IN EXECUTIVE SESSION

TIME: 5:18 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: A. Taylor

**SECOND BY: _____ YEA: 5
NAY: 0
ABSTAIN: 0**

IV. CALL TO ORDER

TIME: 7: 18 pm

V. MOTION TO RECONVENE IN REGULAR SESSION

MOTION BY: A. Taylor

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

VI. PLEDGE OF ALLEGIANCE

VII. SUPERINTENDENT’S REPORT

- a) Budget Dialogue & Review ~ *Dr. D. L. Wortham & L. M. Taylor*
- b) National School Board Association 74th Annual Conference Learnings ~ *Reschedule for May 15, 2014*

VIII. INDIVIDUAL AGENDA *pages 5-11***A. Organizational Items**

1. Amend BOCES Election of Board Trustees from 03.13.14
2. BOCES Election of Board Trustees
3. 2014-15 BOCES Administration Operation Budget Vote
4. Approval of Board Minutes
5. Election Inspectors and Board Registration

B. Curriculum and Instruction

1. 2014-2015 Course Catalog for Approval

C. Business

1. Treasurer's Report
2. Claims Auditor 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

IX. CONSENT AGENDA *pages 12-16***A. Organizational Items- *No Items*****B. Curriculum and Instruction**

1. Addendum to Consultant Services

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

- Schedule A - Certified Staff Resolutions
- Schedule B: Classified Staff Resolutions
- Schedule E: Substitute Teacher Appointment
- Schedule H: Name Change

X. 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. AMEND BOCES ~~ELECTION~~ NOMINATION OF BOARD TRUSTEES –from 03.13.14 Meeting**

- a. **BE IT RESOLVED**, the Board of Education hereby ~~elect~~ ***nominate*** the following candidates to the Board of Cooperative Education Services Board of Trustees:

- a. Eric Schultz
- b. Deborah Coates
- c. Stephen B. Witt

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

2. BOCES ELECTION OF BOARD TRUSTEES

- a. **BE IT RESOLVED**, the Board of Education hereby ***elect*** the following candidates to the Board of Cooperative Education Services Board of Trustees:

- a. Eric Schultz
- b. Deborah Coates
- c. Stephen B. Witt

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

3. 2014/15 BOCES ADMINISTRATIVE OPERATIONS BUDGET

- a. **WHEREAS**, the Board of Cooperative Education Services of Nassau County (hereinafter “Nassau BOCES”) has proposed and presented its **Proposed Administrative Operations Budget for the 2014 / 2015** school year (July 1, 2014 through June 30, 2015); now therefore

BE IT RESOLVED, that the Roosevelt Union Free School District Board of Education hereby approves the **Nassau BOCES Proposed Administrative Operations Budget for the 2014 / 2015** school year in the amount of nineteen million, eight hundred ninety-three thousand, nine hundred fifty-five dollars (\$19,893,955.00).

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

(continued Organizational Items)

4. APPROVAL OF BOARD MEETING MINUTES

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

February 27, 2014
March 13, 2014
March 27, 2014

Planning/Action Meeting
Planning Meeting
Action Meeting

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

5. 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

ITEM TABLED

- 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

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

(continued Organizational Items)

- 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. Downtin, Carol
3. Duke, Vernon
4. Johnson, Virginia

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

B. CURRICULUM AND INSTRUCTION

1. HIGH SCHOOL COURSE CATALOG APPROVAL

- a. **BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby approves the first reading of the **2014-2015 Roosevelt High School Course Catalog**.

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

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**.

MOTION BY: W. Scott SECOND BY: R. Miller YEA: 4
NAY: 0
ABSTAIN: 1
MOTION PASSED

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**.

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

(continued Business)

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	MARCH 2014
General Fund	Fund A	\$3,094,282.81
Federal/State Grants	Fund F	\$323,427.10
Capital Projects	Fund H	\$416.00
Cafeteria	Fund C	\$245,882.06
Trust and Agency	Fund T & A	\$560,888.46
Debt Service	Fund V	No Payment Made This Month
Academic Improvement Grant	Fund AIG 1	\$14,800.00

MOTION BY: W. Scott SECOND BY: W. Funderburke YEA: 4
 NAY: 0
 ABSTAIN: 1
MOTION PASSED

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

MOTION BY: R. Miller SECOND BY: W. Scott YEA: 5
 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. 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

**MOTION BY: R. Miller SECOND BY: W. Funderburke YEA: 5
NAY: 0
ABSTAIN: 0
ITEM TABLED**

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 **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: ADDITIONAL INFORMATION NEEDED

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

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

MOTION TO APPROVE AMEND AND ITEM: A. Taylor SECOND BY: W. Scott YEA: 5
NAY: 0
ABSTAIN: 0
MOTION PASSED

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

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

(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

MOTION BY: A. Taylor

SECOND BY: W. Funderburke

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

- 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

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

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED

CONSENT ITEMS**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

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

All fingerprint and background checks have been satisfactorily completed

1. 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

(continued Human Resources & Professional Development)

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

2. 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

- 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

- 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

(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
- v. **Name:** **Desmet-Sabatino, Ellen**
Position: Mathematics Teacher
Location: Roosevelt HS
Reason: **Medical Leave**
FMLA/Paid Leave: Intermittent leave began February 28, 2014
- vi. **Name:** **Hewitt, Mary**
Position: Elementary Teacher
Location: Ulysses Byas ES
Reason: **Medical Leave**
Unpaid Leave: Continued leave January 1, 2014-September 1, 2014

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)

SCHEDULE E**SUBSTITUTE TEACHERS RECOMMENDATIONS**

All fingerprint and background checks have been satisfactorily completed

1. 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>
Jeffries, Page	March 4, 2014

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

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

XI. 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

XII. 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.

XIII. ADJOURNMENT

TIME: 8:21 pm

MOTION BY: R. Miller

SECOND BY: W. Scott

YEA: 5

NAY: 0

ABSTAIN: 0

*Next Board Meeting Date:
Action Meeting- May 1, 2014
5:00 pm*

SUPPLEMENTAL AGENDA

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.** WHEREAS the employee named in executive session was charged pursuant to Section 75 of the NYS Civil Service Law, and

WHEREAS, said employee was found guilty of the charged misconduct after a hearing pursuant to Section 75; and

WHEREAS a report has been filed by the Hearing Officer;

BE IT RESOLVED, the Board of Education has adopted the findings of the Hearing Officer as to misconduct, and imposes a penalty of demotion in title from Head Custodian to Custodian.

MOTION BY: R. Miller

SECOND BY: W. Scott

YEA: 5

NAY: 0

ABSTAIN: 0

MOTION PASSED