

**MINUTES OF THE BOARD OF EDUCATION  
Oyster Bay – East Norwich Central School District**

**Date:** July 12, 2016  
**Kind of Meeting:** Reorganization/Business Meeting  
**Location:** Oyster Bay High School, Town of Oyster Bay, Nassau County NY  
**Members Present:** Ann Marie Longo, President  
Jennifer Romeo-Vice President  
Todd Cronin  
Robin Dando  
John McEvoy  
**Members Not Present:** Michael Castellano  
Laurie Kowalsky  
**Others Present:** Dr. Laura Seinfeld, Superintendent  
Dr. Lisa Mulhall, Assistant Superintendent for Curriculum,  
Instruction, & Assessment  
Florence Frazer, District Counsel  
Joseph Lilly, District Counsel  
Margaret Nolan, District Clerk  
Linda Ninesling, Treasurer

Laura Seinfeld called the meeting to order at 7:33 P.M.

Laura Seinfeld called for a moment of silence for the lives lost over the last few weeks. Florence Frazer administered the Oath of Office to the Superintendent of Schools and newly elected Board trustee, Robin Dando.

Laura Seinfeld called for a nomination for the office of President of the Board of Education. Ann Marie Longo nominated Jennifer Romeo, second by Todd Cronin. Florence Frazer administered the Oath of Office to the President of the Board of Education.

Jennifer Romeo called for nominations of Vice President of the Board of Education. Robin Dando nominated John McEvoy, second by Ann Marie Longo. Florence Frazer administered the Oath of Office to the Vice-President of the Board of Education.

Motion by R. Dando, second by J. McEvoy, to approve the following:

**6. APPOINTMENTS**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following appointments on the *Consent Agenda* as listed:

**6.1 District Clerk**

RESOLVED, Margaret Nolan is appointed District Clerk of the Board of Education for the 2016-17 school year at an annual salary of \$10,000.

Administer Oath of Office to District Clerk

**6.2 Acting Clerk of the Board of Education**

RESOLVED, Stephen Valente, Assistant Superintendent for Finance and Operations, is appointed Acting Clerk of the Board of Education for the 2016-17 school year, without additional compensation.

**Superintendent  
Oath of Office**

**Nomination of  
President & Oath**

**Nomination of  
Vice-President &  
Oath**

**Appointments**

**6.3 District Treasurer**

RESOLVED, Linda Ninesling is appointed Treasurer of the Oyster Bay-East Norwich Central School District for the 2016-17 school year at an annual salary of \$10,000.  
Administer Oath of Office to Treasurer

**6.4 Deputy Treasurer**

RESOLVED, Jean Tworowski is appointed Deputy Treasurer for the 2016-17 school year without additional compensation.

**6.5 School District Attorney**

RESOLVED, Frazer & Feldman is appointed general, special education and labor counsel for the 2016-17 school year at an annual retainer agreement of \$26,530.

BE IT FURTHER RESOLVED, the President of the Board of Education is authorized to sign the retainer agreement.

**6.6 Claims Auditor**

RESOLVED, Bocchicchio Administrative Systems, Inc. is appointed Claims Auditor for the 2016-17 school year at an annual rate of \$15,600. The Claims Auditor will carry professional liability insurance at a minimum of \$1,000,000 per occurrence and \$2,000,000 general aggregate.

**6.7 Records Access Officer**

RESOLVED, Stephen Valente, Assistant Superintendent for Finance and Operations, is appointed Records Access Officer for the 2016-17 school year, without additional compensation.

**6.8 Records Management Officer**

RESOLVED, Stephen Valente, Assistant Superintendent for Finance and Operations, is appointed Records Management Officer for the 2016-17 school year, without additional compensation.

**6.9 Purchasing Agent**

RESOLVED, Ryan Butler is appointed Purchasing Agent for the 2016-17 school year, without additional compensation, in accordance with Section 170.2(b) of the Commissioner's Regulations. In the absence of Ryan Butler, Stephen Valente, Deputy Purchasing Agent, shall perform this function.

**6.10 Chief School Physician**

RESOLVED, Dr. Howard J. Strassberg is appointed Chief Medical Officer for the 2016-17 school year at an annual salary of \$20,645.47.

**6.11 Title VII and Title IX Compliance Officer**

RESOLVED, Dr. Laura Seinfeld, Superintendent of Schools, is appointed Title VII (Equal Employment Opportunity) and Title IX (gender discrimination) Compliance Officer for the 2016-17 school year, without additional compensation.

**6.12 Anti-Harassment Officers**

RESOLVED, Dr. Lisa Mulhall and Stephen Valente are appointed Anti-harassment Officers for the 2016-17 school year, without additional compensation.

**6.13 Section 504 Coordinator**

RESOLVED, Johanna Canonica, Assistant Director of Special Services, is appointed Section 504 Chairperson for the 2016-17 school year, without additional compensation. In addition, Tracy Vieweg, Dr. Cara Riebe, and Dr. Allison Mueller are designated as 504 Chairpersons.

**6.14 Medicaid Compliance Officer**

RESOLVED, Ellen Loewy, Director of Special Services, is appointed Medicaid Compliance Officer for the 2016-17 school year, without additional compensation.

**6.15 Asbestos Compliance Officer**

RESOLVED, Stephen Valente, Assistant Superintendent for Finance & Operations, is appointed Asbestos Compliance Officer for the 2016-17 school year, without additional compensation.

**6.16 DASA Coordinators**

RESOLVED, the following individuals are appointed as Dignity for all Students Act (DASA) Coordinators for 2016-17 without additional compensation:

Tami McElwee, Roosevelt Elementary School Principal  
Dr. Valerie Vacchio, Vernon School Principal

Sharon Lasher, Oyster Bay High School Principal  
Matthew Brown, Social Worker  
Migdalia Rosario, Social Worker  
Dr. Carole Brown, Social Worker

**6.17 District Committee on Special Education**

a) RESOLVED, the following individuals are appointed to the Committee on Special Education/ Preschool Special Education for the 2016-17 school year without additional compensation:

**Committee Chairpersons**

Ellen Loewy	Committee Chairperson, Director of Special Services
Johanna Canonica	Committee Chairperson, Assistant Director of Special Services
Tracy Vieweg	Committee Chairperson, School Psychologist
Dr. Cara Riebe	Committee Chairperson, School Psychologist
Dr. Allison Mueller	Committee Chairperson, School Psychologist
Kevin McCarthy	CSE Chairperson, CPSE Chairperson
	Committee Chairperson, Special Education Teacher

**CSE/CPSE Parent Members**

Gina Capone  
Donna Cohen  
Therese DiRenzo  
Connie Doyle  
Amy Farrell  
Lisa Iemmiti  
Jodi Johnson  
Julie Keffer  
Sarah Mabina  
Alan Mabina  
Dawn Mazurek  
Gina Murphy  
Jennifer Nola  
Michelle Rivera  
Donna Viscovich  
Nilsa Weydig

b FURTHER RESOLVED, the Oyster Bay-East Norwich Central School District hereby establishes administrative practices and procedures for appointing and training appropriately qualified personnel, including the members and chairpersons of the Committee on Special Education and the Committee on Preschool Special Education, to carry out functions identified.

c BE IT FURTHER RESOLVED, that in accordance with Section 4402 of the Education Law, effective July 1, 1995, the Board of Education of the Oyster Bay-East Norwich Central School District will appoint a subcommittee comprised of a child's teacher and school district representative, qualified to provide or supervise special education programs. Building subcommittee will not be authorized to hold initial referral meetings or meetings for initial out-of-district placements. All subcommittees will be overseen by the district committee.

**6.18 Committee on Special Education/Surrogate Parents**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education of the Oyster Bay-East Norwich Central School District in accordance with Part 200.5(C)(7) of the Commissioner of Education hereby appoints the following CSE members as surrogate parents for the 2016-17 school year without compensation:

Julie Keffer  
Joan Burke

**6.19 Board of Voter Registration**

RESOLVED, the following individuals are appointed to the Board of Voter Registration for the 2016-17 school year.

Kathleen Martin  
Judy LeMar  
Joanne Weber

**6.20 Internal Auditor**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Pappas and Company, CPA, 3 Rensselaer Drive, Commack, New York 11725, as internal auditor for the 2016-17 year. The firm will be paid a fee of \$29,225.

**6.21 External Auditor**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of R.S. Abrams & Co., LLP, 3033 Express Drive North, Suite 100, Islandia NY 11749, as external auditor for the 2016-17 year. The firm will be paid a fee of \$31,600.

**6.22 Systems Administrator**

RESOLVED, Jane Pagano is appointed Systems Administrator for the 2016-17 school year.

**6.23 Establishment of Income Eligibility Guidelines for Free and Reduced School Lunch**

RESOLVED, the Board of Education does hereby establish the 2016-17 Income Eligibility Guidelines for Free and Reduced Price Meals as published by the State Education Department.

FURTHER RESOLVED, the Assistant Superintendent for Finance and Operations is directed to submit the 2016-17 guidelines to the District's newspapers of record.

**6.24 District-Wide Safety Team**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following list of individuals to serve as members of the District-Wide Safety Team for the 2016-17 school year as per Project SAVE (Schools Against Violence in Education) regulations:

Dr. Laura Seinfeld, Superintendent of Schools  
Todd Cronin, Board of Education Trustee  
John McEvoy, Board of Education Trustee  
Stephen Valente, Assistant Superintendent for Finance & Operations  
Ryan Butler, Assistant Business Official  
Sharon Lasher, High School Principal  
Dr. Valerie Vacchio, Vernon Principal  
Tami McElwee, Roosevelt Principal  
Roseann Davidson, Roosevelt Librarian  
Patricia Jaronczyk, High School Nurse  
Diane Hannah, Secretary for Buildings & Grounds  
Scott Lyle, Head Custodian of the High School  
Mike Rispoli, Head Custodian of Vernon  
Bill Arians, Head Custodian of Roosevelt  
Jim Mattel, parent  
Nelson Iocolano  
Nassau BOCES Health & Safety Representative(s)

BE IT FURTHER RESOLVED that Stephen Valente is the designated school official who will serve as the head of the District-Wide Safety Team for the 2016-17 school year with no additional compensation.

**6.25 WELLNESS COMMITTEE**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following list of individuals to serve as members of the District-Wide Wellness Committee for the 2016-17 school year:

Dr. Michael Castellano, Board of Education Trustee  
Jennifer Romeo, Board of Education Trustee  
Stephen Valente, Assistant Superintendent for Finance & Operations  
Ryan Butler, Assistant Business Official  
Sharon Lasher, High School Principal  
Dr. Valerie Vacchio, Vernon Principal  
Tami McElwee, Roosevelt Principal  
Kevin Trentowski, Director of Physical Education, Health & Athletics  
Eileen McCartney, Vernon School nurse  
Charles Rizzuto, High School teacher  
Lisa Garofalo, Aramark Food Service Director  
Diana Singh, Roosevelt parent  
Caroline Cosgrove, Roosevelt parent  
TBD, High School student

BE IT FURTHER RESOLVED, that Ryan Butler is the designated school official who will serve as the head of the Wellness Committee for the 2016-17 school year with no additional compensation.

Motion unanimously carried.

Florence Frazer administered the Oath of Office to the District Clerk and Treasurer.

Motion by J. McEvoy, second by A. Longo, to approve the following:

**DESIGNATIONS**

**Designations**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following resolutions on the Consent Agenda as a whole:

**7. Authorization of Membership of the Board of Education**

RESOLVED, that membership of the Oyster Bay-East Norwich Central School District Board of Education in the following organizations be authorized for the 2016-17 school year:

- Nassau-Suffolk School Boards Association
- New York State School Boards Association
- National School Boards Association

**8. Official Delegate to the New York State School Boards Association Annual Meeting**

RESOLVED, the President of the Board of Education is designated as the District's official delegate to the New York State School Boards Association Annual Meeting. In the event the President is unable to attend, the Vice President shall be the official delegate. In the event that neither is able to attend, the senior Board member present shall be the official delegate.

BE IT FURTHER RESOLVED, the official delegate is authorized to vote on behalf of the Board of Education at the New York State School Boards Association Annual Meeting.

**9. Conference Authorization 2016-17**

RESOLVED, the Superintendent of Schools may attend the following conferences and that necessary expenses will be paid by the District:

- New York State Council of School Superintendents (Summer 2016, Fall 2016/Winter 2017)
- New York State School Boards Conference (Fall 2016)
- AASA or ASCD (Spring 2017)

BE IT FURTHER RESOLVED, the Members of the Board of Education are hereby authorized to attend the New York State School Boards Conference (Fall 2016) and that necessary expenses will be paid by the District.

The Board, by majority vote, shall determine and approve which meetings and conferences may be attended by Board members and the Superintendent of Schools. At the annual reorganization meeting, the Board of Education may authorize the Superintendent to approve attendance by the district staff to attend conferences or professional meetings.

**10. Appointment of Staff**

RESOLVED, the Superintendent of Schools is authorized to approve appointments of certified staff and classified staff until Board action is taken at its next meeting with the exception of any administrative titles.

**11. Designation of Principal in the Event of Absence**

RESOLVED, the following individual(s) shall be authorized to serve in the principal's seat in the event the principal is absent from the school district on a designated day or days.

- Central Office Administrators
- District Directors
- K-12 Supervisors
- Assistant Principals

**12. Petty Cash Funds**

RESOLVED, Stephen Valente, Assistant Superintendent for Finance and Operations, is authorized to establish Petty Cash Funds for the 2016-17 school year in accordance with Sec. 170.2(b) of the

Commissioner's Regulations. Specifically the Petty Cash Funds shall be located in the following areas and be in the following amounts:

High School Main Office	\$100
Vernon School Office	\$100
Roosevelt Elementary School Office	\$100
Administration Building	\$100

BE IT FURTHER RESOLVED, the following individuals are appointed custodians of the Petty Cash Funds:

Oyster Bay High School (Diane Falzarano)
Vernon School (Judy LeMar)
Roosevelt Elementary School (Ruth Murray)
Administration Building (Margaret Nolan)

13. **Board of Education Meetings**

a) **Regular Monthly Business Meetings**

RESOLVED, the Board of Education does hereby establish the following dates for the 2016-17 regular monthly business meetings to be held at 7:30 P.M. in the High School Library:

- July 12, 2016 (Reorganization Meeting)
- August 2, 2016
- September 27, 2016
- October 18, 2016
- November 15, 2016
- December 20, 2016
- January 17, 2017
- February 7, 2017
- March 21, 2017
- April 25, 2017
- May 23, 2017
- June 20, 2017

b) **Workshop Sessions**

RESOLVED, the Board of Education does hereby establish the following dates for 2016-17 workshop sessions to be held at 7:30 P.M. in the High School Library:

- September 6, 2016
- November 1, 2016
- December 6, 2016
- January 3, 2017
- March 7, 2017
- April 4, 2017 (Adopt budget)
- May 2, 2017 (Budget Hearing)
- June 6, 2017

14. **Adopt School Budget Calendar for 2016-17**

a) **Date of Vote for Budget and School Board Trustees**

May 16, 2017

b) **Public Budget Hearing** - to be held at Oyster Bay High School unless otherwise noted:

May 2, 2017

c) **Budget Sessions** - to be held at Oyster Bay High School unless otherwise noted:

- January 17, 2017
- February 7, 2017
- March 7, 2017
- March 21, 2017
- April 4, 2017 (Adopt Budget)
- May 2, 2017 (Budget Hearing)

15. **Establishment of Mileage Reimbursement Rate**

RESOLVED, the reimbursement rate for all authorized travel by school district employees and officials is established in accordance with the *Standard Mileage Reimbursement Rate* as published by the Internal Revenue Service. The current reimbursement rate is \$0.54 per mile. (Effective January 1, 2016)

16. **Certify Payroll**

RESOLVED, the payroll department is authorized to make payment of wages to all personnel in the school district in accordance with Board approved and/or contracted amounts and to make necessary deductions as prescribed by Law and/or agreement. Dr. Laura Seinfeld, Superintendent of Schools, is authorized and directed to certify payrolls for the 2016-17 school year.

17. **Budget Transfers**

RESOLVED, in accordance with Section 170.2 of the Commissioner's Regulations, Dr. Laura Seinfeld, Superintendent of Schools or designee, is authorized to make budget transfers as may be necessary to provide for the efficient budget administration, with a \$10,000 limit for each transfer. Transfers in excess of \$10,000 require prior approval of the Board of Education. The Board of Education will be notified of all transfers on a monthly basis.

18. **Authorization for Opening of Bids**

RESOLVED, that Stephen Valente, Assistant Superintendent for Finance and Operations, is responsible for the opening of all bids for the 2016-17 school year. In the absence of Stephen Valente, Ryan Butler shall perform this function.

19. **Legal Advertisements/Bids**

RESOLVED, Ryan Butler is authorized to prepare all necessary legal advertisements with reference to the securing of bids for the 2016-17 school year.

20. **Authorization to Publish Annual Financial Report**

RESOLVED, Stephen Valente, Assistant Superintendent for Finance and Operations, is authorized to publish the annual financial report of the school district after the completion of the independent auditors' report.

21. **Authorization to Sign Checks**

RESOLVED, the School District Treasurer is authorized to sign checks for the District, and

BE IT FURTHER RESOLVED, the Deputy Treasurer is authorized to sign checks in the absence of the School District Treasurer, and

FURTHER, the Board of Education President or Vice President is authorized to co-sign any check exceeding \$25,000. If the Board President is not available, the Vice President will co-sign these checks.

22. **Staff Absences**

RESOLVED, the Superintendent of Schools is authorized to approve or disapprove staff vacation days, personal days, professional and visitation days, conferences, and travel as indicated in contractual agreements, Board of Education policy and as provided by in the budget during the 2016-17 school year.

23. **Re-adoption of Policies**

RESOLVED, all existing regulations, rules, bylaws, and directives in force during the 2015-2016 school year and the Code of Ethics are continued in full force and effect during the 2016-17 school year or until amended, changed, or deleted, and directs that the Code of Ethics be posted in each building.

BE IT FURTHER RESOLVED, the Board of Education re-adopts all policies in effect during the 2015-2016 school year. Members of the Policy Committee are: Ann Marie Longo, Laurie Kowalsky, and Robin Dando.

**24. Official Bank Depository**

RESOLVED, the following are designated as Official Depositories for the Oyster Bay-East Norwich Central School District for the 2016-17 school year:

- JP Morgan Chase (Checking Accounts, Investments – Certificate of Deposits, Money Markets)
- Capital One (Checking Accounts)
- Flushing Commercial Bank (Investments – Certificate of Deposits, Money Markets)
- The First National Bank of Long Island (Checking Accounts, Investments – Certificates of Deposit, Money Markets)

**25. Authorization of Surety Bonds for District Treasurer/Extra-Classroom Activities Fund Treasurer**

RESOLVED, Stephen Valente, Assistant Superintendent for Finance and Operations, is authorized to purchase bonds required by Law for the Treasurer in the amount of \$1,100,000 and for the Extra-Classroom Activities Fund Treasurer in the amount of \$100,000. This appointment will be in effect for the 2016-17 school year.

**26. Official School Newspapers**

RESOLVED, the Oyster Bay Enterprise Pilot and the Oyster Bay Guardian are designated official newspapers for the 2016-17 school year, and

BE IT FURTHER RESOLVED, the District Clerk is directed to use the Oyster Bay Guardian and the Oyster Bay Enterprise Pilot for advertising the Annual Meeting.

**27. Investment of Funds**

RESOLVED, Stephen Valente, Assistant Superintendent for Finance and Operations, is authorized to invest such portions of the District's monies as he may determine in Special Time Deposit accounts or in Certificates of Deposits issued by a bank or trust company, provided, however, that such investment shall be payable within such time as proceeds shall be needed to meet expenditures for which such money was obtained and further that such transaction meets all the requirements outlined in Education Law 1723.a and further that appropriate safeguards as may be enacted by the New York State Legislature or other governing agencies will be utilized. This appointment will be in effect for the 2016-17 school year.

**28. Federal Funds Signatures**

RESOLVED, the Superintendent of Schools is authorized to sign applications for ESEA Federal programs which the District is entitled to by Federal Law.

**29. New York Schools Insurance Reciprocal (NYSIR)**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the continuation of the Agreement with New York Schools Insurance Reciprocal for the 2016-17 school year.

**30. Audit Committee**

RESOLVED, the following individuals are appointed to serve on the District-wide Audit Committee for the 2016-17 year:

- Dawn Arenella
- Dr. Michael Castellano
- Todd Cronin
- Robin Dando
- Laurie Kowalsky

Ann Marie Longo  
John McEvoy  
Jennifer Romeo  
Kathryn M. Zucconi

**31. Bond Counsel**

RESOLVED, upon the recommendation of the Superintendent of Schools, the President of the Board of Education of the Oyster Bay-East Norwich Central School District is authorized to sign an engagement letter with Hawkins, Delafield, & Wood, LLP to provide bond counsel services related to the District's 2016-17 tax anticipation notes (TAN) and proposed bond issue in 2016-17. The fee associated with this service is commensurate with the amount of the TAN borrowing and services required for the proposal and issuing of a district-wide bond referendum.

**32. Fiscal Advisor**

RESOLVED, upon the recommendation of the Superintendent of Schools, the President of the Board of Education of the Oyster Bay-East Norwich Central School District is authorized to sign an engagement letter with Capital Markets Advisors, LLP to provide services related to the District's 2016-17 tax anticipation notes (TAN), proposed bond referendum, and the required Continuing Disclosure notice. The fee associated with this service is commensurate with the amount of the TAN borrowing, all services required for the proposed bond bid, and the Continuing Disclosure.

**33. Architect & Engineering Firm**

RESOLVED, upon the recommendation of the Superintendent of Schools, the President of the Board of Education is authorized to sign the contract renewal for the 2016-17 year with Burton, Behrendt, and Smith to provide architectural and engineering services for the proposed bond referendum and on an as-needed/as requested basis.

**34. Resolution for the Certification of Lead Evaluators**

BE IT RESOLVED THAT Jack Burke, Johanna Canonica, Lara Gonzalez, Sharon Lasher, Ellen Loewy, Tim McCarthy, Tami McElwee, Sabrina Meehan, Dr. Lisa Mulhall, Dr. Ryan O'Hara, Janna Ostroff, Joseph Pesqueira, Liliana Policano, Peter Rufa, Kevin Trentowski, and Dr. Valerie Vacchio, and are hereby certified as Qualified Lead Evaluators of teachers having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b).

Motion unanimously carried.

Motion by R. Dando, second by A. Longo, to end Reorganization portion of the meeting and to enter into the Business portion of the meeting.

Motion unanimously carried.

Jennifer Romeo called for the approval of minutes from the meeting of June 14, 2016. The minutes were approved.

Dr. Seinfeld thanked the Board of Education for their support and for wonderful moving up and Graduation ceremonies.

There was no one signed in for Public Comments.

Dr. Seinfeld introduced and spoke about some new staff members who were on the agenda to be appointed this evening. She introduced Michael Cipriani, Sharon Lasher and Sabrina Meehan.

**Business Meeting**

**Approval of Minutes**

**Superintendent's Report**



- |     |                         |   |
|-----|-------------------------|---|
| 3.3 | SABRINA MEEHAN          | Position: Supervisor of Counseling Services<br>Status: Probationary<br>Effective: August 15, 2016*<br>1 <sup>st</sup> year of a 4 year probationary period<br>Period Date: 8/15/16 – 8/15/20<br>Certification: School Building Leader<br>Salary: \$125,000<br>Assigned to: District<br>Replacing: D. Strell (resigned)                                |
| 3.4 | JENNIFER SPELATIS       | Position: Special Education Teacher<br>Status: Probationary<br>Effective: August 31, 2016*<br>1 <sup>st</sup> year of a 3 year probation period<br>Period Date: 8/31/16 – 8/31/19<br>Tenure Area: Special Education<br>Certification: Permanent – Special Education<br>Salary: MA+15, Step 2 – \$80,354<br>Assigned to: High School<br>Replacing: New |
| 3.5 | CHRISTOPHER GIACOPINO   | Position: Elementary Teacher<br>Status: Leave Replacement<br>Effective: June 16, 2016<br>Period Date: 6/16/16 – 6/24/16<br>Salary: \$284.82 per day + holidays<br>(BA, Step 1)<br>Certification: Initial – Childhood Education<br>Assigned to: Vernon School<br>Replacing: N. Pienkos   |
| 3.6 | MARY MURRAY             | Position: Mathematics Teacher<br>Status: Additional Assignment – .1<br>Effective: September 1, 2015<br>Period Date: 2015-2016 School Year<br>Certification: Professional – Mathematics<br>Salary: \$5,000<br>Assigned to: High School   |
| 3.7 | EXTENDED SCHOOL PROGRAM | Position: Teachers, Teaching Assistants<br>Status: Originally appointed at 6/14/16 Mtg.<br>Period Date: 7/5/16 – 8/16/16  |

Colleen Kelly from 5 hours to 5.5 hours

Anthony Caputo from 5.5 hours to 6 hours

Mary Ellen Kerr from 5.5 hours to 6 hours

Caitlin Dillon – 6 hours (additional teacher due to enrollment)

Teaching Assistants – from 5.5 hours to 6 hours

Diane Conway	Georgiana Meyer	Danielle Osipowich	Carla Paolicelli
Liz Kaufman	Kristen Marrone	Chris Giacobino	Jaclyn Frasca
Jamie Pelletiere	Paula Norton	Lena Lenis	

4. **REAPPOINTMENTS**

- 4.1 MARGARET MASTROGIACOMO Position: Teaching Assistant  
 Effective: August 31, 2016  
 Status: 7.5 hours per day  
 Period Date: 2016-2017 School Year  
 Certification: Level I Teaching Assistant  
 Salary: \$25.73/hour  
 Assigned to: High School Library Media Center
- 4.2 KRISTYN VELEZ Position: Teaching Assistant  
 Status: 7 hours per day  
 Effective: August 31, 2016  
 Period Date: 2016-2017 School year  
 Certification: English Language Arts 7-12  
 Salary: 25.73/hour  
 Assigned to: High School/ELA Dept.
- 4.3 ATHANASIA ATSIDIS Position: Teaching Assistant  
 Status: 5.5 hours per day  
 Effective: August 31, 2016  
 Period Date: 2016-2017 School Year  
 Certification: Permanent - Mathematics  
 Salary: \$25.73 hour  
 Assigned to: High School/Math Dept.
- 4.4 HILARY RATNER Position: Teaching Assistant  
 Status: 5.5 hours per day  
 Effective: August 31, 2016  
 Period Date: 2016-2017 School Year  
 Certification: Initial - Mathematics  
 Salary: \$25.73/hour  
 Assigned to: High School/Math Dept.

\*In order to be granted tenure, a classroom teacher or building principal must have received composite or overall annual professional performance review (“APPR”) ratings pursuant to Education Law §3012-c and/or 3012-d of either “effective” or “highly effective” in at least three (“3”) of the four (“4”) preceding years and, if the classroom teacher or building principal receives an “ineffective” composite or overall APPR rating in the final year of the probationary period, he or she shall not be eligible for tenure at that time.

5. **PAYMENT FOR UNUSED SICK DAYS**

Position: Teachers  
 Status: Reimbursement for unused accumulated leave above 200days as per Agreement between the OBENCSD and the OBENTA.

Payment: \$106.33 per day

- Sharon Brandt 16 days
- Louis Costidis 13 days
- John Davis 16 days
- Mary Evans 13 days
- Antonia Woodman 14 days

**Reappointments**

**Payment for Unused Sick Days**

6. **SALARY APPROVALS**

6.1 RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education of the Oyster Bay-East Norwich Central School District hereby approves the salaries for the Non-Contractual Personnel, Annual Contractual Non-Tenured Personnel, and the Annual Contractual Personnel, for the 2016-2017 school year. A list will be appended to the minutes of this meeting.

B.) Non-teaching

1. **RESIGNATION**

1.1 JOANNE DUKE Position: Kindergarten Teacher Aide  
 Effective: June 30, 2016  
 Assigned to: Roosevelt School

2. **APPOINTMENTS**

2.1 SUSAN WALSH Position: Account Clerk  
 Status: Probationary  
 Effective: July 25, 2016  
 Salary: \$49,614 (prorated 7/25/16 through 6/30/17)  
 Assigned to: Administration/Payroll Office  
 Replacing: P. Horan (retired)

2.2 LINDA DeVITO Position: Monitor  
 Effective: August 31, 2016  
 Period Date: 2016-2017 School Year  
 Status: 13.75 hours per week  
 Salary: \$10.20 per hour  
 Assigned to: Vernon School  
 Replacing: P. Izzo (resigned)

3. **REAPPOINTMENTS**

3.1 LISA MOLDOWSKY Position: Roosevelt School Nurse  
 Status: Summer Hours  
 Period Date: 2016-2017 School Year  
 Effective: Summer 2016  
 Status: 1 day  
 Salary: 1/200<sup>th</sup> of Yearly Salary

3.2 **HIGH SCHOOL MONITORS – EFFECTIVE AUGUST 31, 2016 – \$14.83 PER HOUR**

Katrina Kuhns	Status:	36.25 hours per week
Lillian Livolsi	Status:	36.25 hours per week
Grace Gowe	Status:	35 hours per week
Claire Zangari	Status:	35 hours per week
Salvatrice D’Anna	Status:	22 hours per week
Elfia Presta	Status:	22 hours per week
Theresa Varricchio	Status:	22 hours per week
Marchia Whitfield	Status:	22 hours per week

3.3 **VERNON SCHOOL MONITORS – EFFECTIVE AUGUST 31, 2016**

**Monitors - \$14.83 Per Hour**

Barbara Izzo	Status:	30 hours per week
Tina Mavros	Status:	30 hours per week
Angela Mastino	Status:	13.75 hours per week

**Salary Approvals**

**Resignation**

**Appointments**

**Reappointments**

Suzanne McGee Status: 13.75 hours per week  
 Barbara Randazzo Status: 13.75 hours per week

Monitors - \$10.20 Per Hour

Debra Concannon-Ceglia Status: 13.75 hours per week  
 Andrea Reis Status: 13.75 hours per week  
 Maria Tsinivizidis Status: 13.75 hours per week

Library Monitor – Vernon & Roosevelt - \$14.28 Per Hour

Sandra Thienel Status: 25 hours per week  
 (Library – Roosevelt & Vernon)

3.4 **SPECIAL EDUCATION MONITORS – EFFECTIVE AUGUST 31, 2016 – Vernon School**

Aide Figueroa Status: 27.5 hours per week  
 Salary: \$14.83 per hour  
 Lilia Cam Status: 12.5 hours per week  
 Salary: \$10.20 per hour

3.5 **ROOSEVELT SCHOOL CLASSROOM AIDES/MONITORS – EFFECTIVE AUGUST 31, 2016**

PreK Aide – \$16.32 Per Hour

Susan McWalters Status: 28.75 hours per week

Kindergarten Aides - \$16.32 Per Hour Status: 27.5 hours per week

Giovanna Miceli  
 Tracey O’Neill

Kindergarten Aides - \$14.28 Per Hour Status: 27.5 hours per week

Yesim Kuliner  
 Melinda McDermott

Cafeteria Supervisor - \$18.11 Per Hour Status: 13 hours per week

Josephine Cogliandro

Monitors - \$14.83 Per Hour

Helene Kahn Status: 22.5 hours per week  
 Raffaella DiMeo Status: 28.75 hours per week

Monitors - \$10.20 Per Hour

Donna Casey Status: 13 hours per week  
 Geraldine DeRosa Status: 13 hours per week  
 Sherry McKeivitt Status: 13 hours per week  
 Nancy Rodrigues Status: 13 hours per week

4. **PAYMENT FOR UNUSED SICK DAYS**

Positions: Clerical/Custodian Employees  
 Status: Reimbursement for (6) accumulated sick days as per & Custodial Units.

Agreement between the OBENCSD and the OBEN Clerical

**Payment for Unused Sick Days**

Janet Bransfield  
 Diane Hannah  
 Marilyn LeBright  
 Judy Lore-LeMar  
 Elaine Ranaldo  
 Jean Tworkowski  
 Roberta Kosak

Patrick Aquilino  
 William Arians  
 Pedro Diez  
 Gary DiPasquale  
 George Gregory  
 Joseph Kane  
 Scott Lyle  
 Michael Rispoli

Discussion: Robin Dando asked a question on item #3.4 regarding tenure. Dr. Seinfeld responded.  
 Motion unanimously carried.

Motion by J. McEvoy, second by T. Cronin, to approve the following:

**V BUSINESS ACTIONS**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following *Business* items on the Consent Agenda as listed:

**A) AUTHORIZATION TO SIGN CONTRACT RENEWAL – FOOD SERVICE**

RESOLVED, upon the recommendation of the Superintendent of Schools, the President of the Board of Education is authorized to sign the Extension of Contract for School Food Service Management with Aramark for the 2016-2017 school year at a cost of \$2.5302 per meal (2015-16 cost of \$2.5076 x 0.9% May CPI).

**B) TRANSPORTATION CONTRACT RENEWALS**

RESOLVED, upon the recommendation of the Superintendent of Schools, the President of the Board of Education is authorized to sign Transportation Extension Contracts with Hendrickson Bus Company (renewal), Huntington Coach (renewal), and We Transport (renewal) for September 1, 2016 – June 30, 2017 in the amounts of:

Vendor	Service Provided	Cost Basis	Unit Cost/Month	Anticipated # Students	Anticipated Cost
Hendrickson	Regular & Special Ed (Includes Driver Assistants)	Lump Sum	N/A *	N/A *	<b>\$2,543,015</b>
Hendrickson	Athletics	Lump Sum	N/A *	N/A *	<b>\$132,983</b>
We Transport	Saint Anne’s	Per Pupil	\$1,245.00	1	<b>\$12,451</b>
Huntington Coach	Progressive School of LI	Per Pupil	\$927.00	0	<b>\$0</b>
Huntington Coach	CCA-Kennedy/Wantagh	Per Pupil	\$11,060.91	0	<b>\$0</b>
Huntington Coach	CCA-Herricks	Per Pupil	\$11,060.91	0	<b>\$0</b>

These figures represent a 0.9% increase over the prior school year resulting from 0.9% May CPI.

\* *Lump Sum contracts are not based on a per-pupil price.*

**Business Actions**

**Authorization to Renew Contracts**

**C) REJECTION OF BIDS**

WHEREAS, the Oyster Bay-East Norwich Central School District has solicited and received bids in conjunction with the James H. Vernon partial roof replacement project,

BE IT RESOLVED therefore that, upon the recommendation of the Superintendent of Schools, the Board of Education of the Oyster Bay-East Norwich Central School District hereby rejects the low bid of Coastland Corporation, 432 Hallett Avenue, Riverhead, NY 10901, due to not meeting the bid specifications and requirement regarding the number of years' experience required and therefore is a non-responsive bidder.

**Rejection of Bids**

**D) AWARD OF BID JAMES H. VERNON MODULAR WING REPAIR PROJECTS – PARTIAL ROOF REPLACEMENT**

WHEREAS, the Oyster Bay-East Norwich Central School District has solicited and received bids in conjunction with James H Vernon School partial roof replacement project,

BE IT RESOLVED therefore that, upon the recommendation of the Superintendent of Schools, the Board of Education of the Oyster Bay-East Norwich Central School District hereby accepts the following bid proposal and awards the respective purchase contract to the following bidder:

**Award of Bid**

**Partial Roof Replacement**

Long Island Roofing  
1503 Bellmore Ave  
Bellmore, NY 11710

Base Bid No. GC-1: General Construction (Roofing) \$121,000.00

**Total \$121,000.00**

**E) OYSTER BAY-EAST NORWICH NURSES UNIT/MEMORANDUM OF AGREEMENT**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education of the Oyster Bay-East Norwich Central School District ratifies the Memorandum of Agreement with the Oyster Bay-East Norwich Nurses Unit for the period July 1, 2014 through June 30, 2018.

**Memorandum of Agreement**

BE IT FURTHER RESOLVED, the President of the Board of Education is authorized to contract with the nurses unit for the period.

**F) APPROPRIATION FROM EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE / 2015-16 BUDGET ADJUSTMENT**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education of the Oyster Bay-East Norwich Central School District hereby approves an adjustment in the amount of \$60,000 to the 2015-16 budget which will be appropriated from the Employee Benefit Accrued Liability Reserve to fund contractual obligations for accumulated sick days upon retirement.

**Appropriation From Employee Benefit Accrued Liability Reserve**

**G) ACCEPTANCE OF GIFT**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the gift in the amount of \$1,000 to be used at the Vernon School at their discretion.

**Acceptance of Gift**

BE IT FURTHER RESOLVED, in anticipation of the receipt of the gift to reimburse District expenses, appropriations for 2016-2017 be increased as follows:

**Amount: \$1,000**

Donations by Mr. Andrew and Dr. Alexandria Ross

This increase in appropriations is matched by unanticipated revenue and will, therefore, result in no impact on the tax levy.

**H) NEW YORK STATE INSURANCE RECIPROCAL/INSURANCE PLAN FOR WORKERS' COMPENSATION**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education of the Oyster Bay – East Norwich CSD approve and authorize payment to the New York State Insurance Reciprocal (NYSIR) in the amount of \$147,790.00 for the payment of the District's annual insurance premium for the 2016-17 school year.

**NY State Insurance Reciprocal**

**I) AUTHORIZATION OF CHANGE ORDER FOR MASONRY RESTORATION OF NORTH FAÇADE OF OYSTER BAY HIGH SCHOOL**

WHEREAS, the Oyster Bay - East Norwich Central School District approves and awards change order 7 to Capital Restoration Corp for the Capital Improvements Project at Oyster Bay High School. The change order is for restoration of the north façade of OBEN HS including but not limited to: brick masonry re-pointing, brick replacement, stone repairs and stone recoating measures.

**Authorization of Change Order**

Original contract	\$184,110.00
Net change by previously authorized Change orders	\$284,664.00
Contract sum prior to this change order	
\$179,110.00	
Contract sum increased by change order #7	\$ 23,900.00
New Contract sum including this change order #7	\$492,674.00

**(J) AWARD OF BID/DISTRICT WIDE PRINTING 2016-17**

WHEREAS, the Oyster Bay – East Norwich Central School district has solicited and received sealed bids for Printing Services.

**Award of Bid**

BE IT RESOLVED therefore that, upon the recommendation of the Superintendent of Schools, the Board of Education of the Oyster Bay – East Norwich Central School District hereby accepts that the following bid proposals are the lowest responsible bidders, meet bid specifications, and awards the respective purchase contract to the following vendors:

Glen Cove Printery  
117 Glen Street  
Glen Cove, NY 11542

Stevenson Printing  
1 Brewster Street  
Glen Cove, NY 11542

Lorraine Gregory  
110 Schmitt Blvd  
Farmingdale, NY 11735

Minute Man Press  
14 Berry Hill Road  
Syosset, NY 11791

Tobay Printing Company  
1361 Marconi Blvd  
Copiague, NY 11726

**(K) LIPA/PILOT PAYMENTS**

BE IT RESOLVED, that based upon the recommendation of the Superintendent of Schools and on the advice of District Counsel, the Board of Education of the Oyster Bay-East Norwich Central School District hereby approves the Settlement Agreement and Release with Nassau County, Long Island Power Authority and PSEG Long Island (Index Nos. 2016/710 and 2016/1971) regarding LIPA PILOT payments, a copy of which will be kept on file in the Office of the District Clerk. The President of the Board is authorized to execute said Settlement Agreement and Release on behalf of the Board.

**LIPA/Pilot  
Payments**

Discussion: Todd Cronin asked a question on Item I regarding the new contract sum. Dr. Seinfeld explained. Robin Dando asked a question on Item D for the partial roof replacement, did it go out to bid again? Dr. Seinfeld explained. The Board thanked Dr. Ross for her generous gift to the District.

Motion unanimously carried.

Motion by J. McEvoy, second by T. Cronin, to approve the following:

**VI SPECIAL EDUCATION**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following Special Education items on the Consent Agenda as listed:

**Special  
Education**

**A) CSE MINUTES/UPDATE**

RESOLVED, the Board of Education of the Oyster Bay-East Norwich Central School District has arranged that the following appropriate special education programs and/or services be provided as recommended by the Committee on Special Education:

**CPSE:**

03/17/2016	1	Reevaluation CPSE to CSE
Transition		
03/22/2016	1	Annual Review
03/22/2016	1	Reevaluation CPSE to CSE
Transition		
03/29/2016	1	Annual Review
03/31/2016	2	Annual Review
04/05/2016	1	Annual Review
04/14/2016	2	Annual Review
04/20/2016	1	Annual Review
05/26/2016	1	Annual Review
05/26/2016	1	Requested Review CPSE to CSE
Transition		
06/16/2016	1	Initial Eligibility Determination
06/21/2016	1	Reevaluation CPSE to CSE
Transition		

**CSE:**

04/07/2016	1	Annual Review
04/07/2016	2	Reevaluation/Annual Review
04/18/2016	3	Annual Review
04/18/2016	1	Reevaluation/Annual Review
04/21/2016	1	Annual Review
05/03/2016	1	Reevaluation/Annual Review
05/20/2016	1	Annual Review
05/24/2016	3	Annual Review
05/24/2016	1	Program Review
05/31/2016	1	Annual Review
05/31/2016	2	Requested Review
06/02/2016	1	Annual Review
06/07/2016	1	Annual Review

06/08/2016	2	Annual Review
06/08/2016	1	Reevaluation/Annual Review
06/14/2016	1	Annual Review
06/14/2016	2	Requested Review
06/15/2016	2	Initial Eligibility Determination
06/16/2016	1	Requested Review
06/16/2016	1	Annual Review
06/17/2016	2	Annual Review
06/17/2016	1	Initial Eligibility Determination
06/21/2016	2	Initial Eligibility Determination

**504**

06/14/2016	1	Initial Eligibility Determination
06/15/2016	1	Initial Eligibility Determination

**B) TUITION CONTRACTS/NON-RESIDENT 2016-2017**

WHEREAS, a request to provide special education services has been made by the below schools districts for the 2016-2017 school year:

- Herricks
- Glen Cove
- Locust Valley
- North Shore
- East Meadow

NOW, THEREFORE BE IT RESOLVED that the President of the Board of Education of the Oyster Bay-East Norwich Central School District is authorized to sign the contracts to provide special education services and facilities for these non-resident students attending the Oyster Bay-East Norwich Central School District. Tuition will be charged at the current rates provided by the NYS Education Department and are subject to modification.

**C) SPECIAL EDUCATION INSTRUCTIONAL SERVICE AGREEMENT**

RESOLVED, upon the recommendation of the Superintendent of Schools, the President of the Board of Education of the Oyster Bay-East Norwich Central School District is authorized to sign a Special Education Instructional Services agreement with the below public school districts for the purpose of having one student each attend special education classes for period of September 1, 2016 through June 30, 2017:

- Roslyn
- Great Neck

**D) AUTHORIZATION TO SIGN CONTRACT**

WHEREAS, a request to provide IEP-driven special education services to a child in the Baldwin UFSD by sharing teacher with the Baldwin UFSD for the 2016-17 school year, the Oyster Bay-East Norwich CSD will bill the Baldwin UFSD for 0.3 FTE of the teacher salary, benefits and other billable costs, i.e. mileage expense.

NOW, THEREFORE BE IT RESOLVED that the President of the Board of Education of the Oyster Bay-East Norwich Central School District is authorized to sign the shared teacher special education services contract with Baldwin UFSD.

**Tuition Contract**

**Special Education Service Agreement**

**Authorization to Sign Contract**

**E CONSULTANT CONTRACTS/ANCILLARY AND RELATED SPECIAL EDUCATION SERVICES**

RESOLVED, based upon the recommendation of the Superintendent of Schools, the President of the Board of Education is authorized to sign 2016-2017 consultant agreements with the following vendors to perform special education related services as needed. Providers submitted proposals as part of a cooperative request for proposal process (RFP). Vendors will be selected based on rate, continuity of service and overall availability.

- All About Kids
- Alternative Tutoring, Inc.
- Brookville Center
- Corinthian Therapy Mgmt. Services, Inc.
- Creative Tutoring
- East Norwich Therapeutic Education, Inc.
- Health Service Group
- Horizon Healthcare
- iTutor, Inc.
- Kidz Therapy Services
- Kids First Evaluation & Advocacy Center
- Long Island Development Group
- Marion K. Salomon
- Metro Therapy, Inc.
- Mill Neck Services
- Mill Neck Interpreter Service
- Nassau County United Cerebral Palsy
- Navon, Dr. Richard
- North Shore Speech-Language Assoc.
- Positive Behavior Support Consulting & Psychological Resources, PC
- School for Language and Communication Development
- Syosset Home Tutoring, Inc.
- Tinagero, SLP, PC
- Tutoring Services of Long Island
- Variety Child Learning Center

Motion unanimously carried.

Motion by R. Dando, second by J. McEvoy, to approve the following:

**VII NEW BUSINESS**

RESOLVED upon the recommendation of the Superintendent of Schools, the Board of Education adopts the following *New Business* items as listed:

**A ) ADOPT POLICY**

RESOLVED upon the recommendation of the Superintendent of Schools, the Board of Education adopts the following policy:

- Policy 5620 Accounting of Fixed Assets

**B) APPROVAL OF PROFESSIONAL DEVELOPMENT PLAN**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Professional Development Plan for the 2016-19 year.

**C) REFERRAL OF GRIEVANCE TO ARBITRATION**

BE IT RESOLVED that, pursuant to Article XII of the 2015-19 collective bargaining agreement between the District and the Oyster Bay-East Norwich Teachers Association (“Association”), and upon the request of the Association, Grievance #01-201516 shall be referred to the American Arbitration Association for advisory arbitration.

Motion unanimously carried.

**Consultant Contracts**

**New Business**

**Adopt Policy**

**Approval of PDP**

**Referral of Grievance to Arbitration**

Discussion:

Dr. Seinfeld stated that another Audit Committee meeting needed to be added in the month of October. She suggested dates of October 5<sup>th</sup> or October 13<sup>th</sup>. The Board agreed on October 5, 2016. Dr. Seinfeld will check with the Board members who are absent and the two additional committee members.

The Friday packet was discussed:

Jen Romeo asked a question on the Security Committee update. Joh McEvoy stated that the committee has come up with some alternatives and will be discussing them further. Ann Marie Longo asked a question regarding security during the summer. Dr. Seinfeld indicated there would be two security personnel during the summer. One at the high school and another to patrol the other two building whenever activities are being held. Ann Marie Longo asked for a report in September or October regarding the Safety Committee goals. Todd Cronin asked a question regarding a shortage of a custodian (cleaner) at Vernon. Dr. Seinfeld stated that Dr. Mulhall and Dr. Vacchio will be holding new interviews shortly.

Todd Cronin thanked Ann Marie Longo for the years she has served as Board President.

Jennifer Romeo asked a question regarding District Clerk interviews. Dr. Seinfeld indicated that this was a matter for executive session.

Motion by R. Dando, second by J. McEvoy, to enter into executive session at 8:40 PM.

Motion by R. Dando, second by J. McEvoy, to claim out of executive session and adjourn at 10:50 P.M.

Respectfully submitted,

Margaret Nolan  
District Clerk

**Discussion**

**Friday Packet**

**Executive Sessiion**

**Adjournment**