

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

Date: May 5, 2020
Kind of Meeting: Workshop Meeting
Location: Virtual Meeting
Members Present: Todd Cronin-President – Joined the meeting at 7:30 PM
Laurie Kowalsky-Vice President
Nancy Castrogiovanni
Robin Dando
John McEvoy
Dr. Aliex Ross
Maryann Santos

Members Not Present:

Others Present: Dr. Laura Seinfeld, Superintendent
Michael Cipriani, Assistant Superintendent for Finance & Operations
Dr. Lisa Mulhall, Assistant Superintendent for Curriculum, Instruction, & Assessment
Margaret Nolan, District Clerk

Laurie Kowalsky called the meeting to order at 7:00 P.M. Motion by R. Dando, second by J. McEvoy, to enter into executive session at 7:01 P.M. Motion by R. Dando second by J. McEvoy, to claim out of executive session at 7:35 P.M.

Dr. Seinfeld indicated that it was her honor to speak briefly about ten individuals who were either receiving tenure this evening or who were on agendas earlier in the year that the Board had acted upon. She stated that they were all incredible, hard-working, intelligent educators with a focus on student success. She spoke on how seriously the District takes the mentoring process and granting of tenure. It is the hardest work they do, especially during these trying times and the most important decision she makes as Superintendent of Schools. She stated how rigorous they are in the supervision, evaluation and progress monitoring of probationary administrators and teachers. All ten individuals have met or exceeded expectations. Dr. Seinfeld spoke briefly about each of the ten individuals listed below:

Terri Ann Chiappardi
Michael Cipriani
Caitlin Dillon
Sharon Lasher
Sabrina Meehan
Mary Murray
Dr. Ryan O’Hara
Dr. Joseph Pesqueira
Nicole Silva
Dr. Valerie Vacchio

Todd Cronin, on behalf of himself and the Board, congratulated everyone on receiving tenure and thanked them for their passion, hard work and dedication and hoped they had a long career in Oyster Bay.

Dr. Seinfeld gave an update regarding the closure and programs that were in place for at home learning. She indicated that she had provided the Board with some information and thanked Dr. Mulhall for her work in putting that together. She stated how seriously they take the continuity of learning as well as the

provision of food service and child-care to first responders and medical professionals. She thanked the administrators and teachers for their hard work. The feedback that has been received about the current phase of instruction that began this week has been very positive and the structure has been very much appreciated by students as well as families. She indicated that this is not the final phase but are continuing to monitor and assess the digital learning and the work that is being done from now until June in tandem with continuing to look at the myriad of issues that the District will face if there needs to be a gradual opening with some type of social distancing. She stated that she wanted the Board to know that as a member of the National Council of School Superintendents Organization, she volunteered to co-chair the committee across Nassau County who met today to develop recommendations in a number of areas including those outlined in the Board letter. She stated they are working as diligently as they can to provide the best possible instruction for students and the best support for families through a number of services. These services include, but are not limited to, administrators checking in, social workers and psychologists and counselors working diligently, as well as all of the teachers and support staff.

Nancy Castrogiovanni asked a question relative to letters that were received by the Board regarding on-line learning. She stated she was not sure that she has seen such positive feed-back as had been mentioned. She also asked a question relative to teachers focusing on previously taught material rather than new material. Dr. Seinfeld responded indicating that the positive feedback she referred to was to the most recent change. She indicated that they had been receiving a lot of positive feedback throughout the change particular relating to the care and concern as well as communication and instruction. She stated that there was some feedback regarding needing more live instruction and more student/teacher interaction. This has taken place this week. Dr. Seinfeld sent information out on Friday and principals sent follow up information out regarding schedules. Dr. Mulhall responded that ten days after the closure they began new material. Some had started earlier, however, as a District we moved forward on April 1st.

Robin Dando asked if students, particularly at the HS have more face time interaction with teachers. Dr. Seinfeld indicated that it is a combination of synchronous and asynchronous learning. The asynchronous is the material and provision of instruction through Google Classroom and in some cases through Canvas which was in place immediately. A number of teachers were also using videos and live meetings. Now there is more of a set schedule with required times for teachers to do more live instruction, across the District including the high school. Some are whole class some are groups and there is some flexibility built in. Todd Cronin asked if extra help is being offered for all grades if needed. Dr. Seinfeld indicated yes; it is available for all grades. If there are any concerns regarding extra help not being provided, she requests that the student or family contact the teacher, supervisor or building principal. If not resolved at that level, she or Dr. Mulhall would be happy to assist. She stated that extra help is also being provided through teaching assistants as well as through mandated services through students individual learning plans or IEP's. Laurie Kowalsky asked a question on the Wednesday office hours and what that means. Dr. Seinfeld stated that from the very beginning it was required that teachers have daily contact with students and they were to post their office hours. That is time that teachers were available to students for additional support, extra help, questions or enrichment. Each teacher has been directed to articulate the best hours and way to reach them. Dr. Seinfeld stated that a schedule has been created to alleviate conflict. Nancy Castrogiovanni asked a question relative to new instruction and why students are not meeting with their teacher everyday like they would if school were open. She asked if the new schedule was being monitored. Dr. Mulhall stated it is being monitored and they are trying to find a balance between concerns about flexibility and concerns about connection. Dr. Seinfeld asked Mrs. Castrogiovanni to please let her, Ms. Lasher or the department supervisor know if she was aware of someone who was not present at their assigned time. Robin Dando asked if administrators pop into these virtual classrooms unannounced. Dr. Seinfeld stated that every teacher is required to have a supervisor or principal at the secondary level and at the elementary level the principal or director of the department as a co-teacher. John McEvoy asked if a student had a question or needed a teacher at another time of the day, is there an expectation that a student could speak to a teacher outside of those assigned hours.

Dr. Seinfeld said that would be best handled through e-mail and the expectation is that the communication would be handled as quickly as possible. Dr. Seinfeld stated that she knows there are teachers who are communicating with students throughout the day, sometimes into the evening, based on student needs. Dr. Ross indicated that there has been a lot of flexibility between the teachers, students, parents and schools both throughout the school day and into the evening. Nancy Castrogiovanni asked what surrounding school districts are doing. Dr. Seinfeld stated that districts have varying approaches. She stated that she appreciated the Board's feedback as well as students. There have been a number of meetings with students and the feedback from the students helped when creating this plan and moving to the next level. They were the ones who asked for more interaction. John McEvoy asked what the expectation is of the non-instructional professional staff, social services guidance counselors. Are they available by e-mail or phone and what hours? Dr. Seinfeld indicated that they are available and the best way to reach them is by e-mail and they will respond in whatever format is appropriate. Social workers and psychologists are still performing mandated services as per student's IEP's. Counselors have been working on scheduling for next year as well as changes in testing, etc. Robin Dando asked about nurses. Dr. Seinfeld indicated that they were working on a number of things including reviewing policy, student records, making recommendations for health and safety for when we return. She indicated that there are weekly team meetings, student support meetings, 504 meetings, IEP and CSE meetings continue. All the services that the pupil personnel staff provides are continuing. Maryann Santos asked what the rest of the year looked like. With no Regents exams will they be educated in a more formal way until the last day of school? Dr. Seinfeld indicated that there is still no direction from the State as to if there is going to be any change to the end year calendar. The digital learning had continued through the Spring break, therefore, there is speculation that there might be a change in the date of the end of the school year. The District will continue to provide continuation of learning to all students through the end of the year. The plan has not been finalized yet for fourth quarter report cards, however, teachers are giving feedback and entering information in the parent portal. Laurie Kowalsky asked about the physical education teachers. Dr. Seinfeld reported that they are teaching students remotely and are now required to have more live interaction with students. Maryann Santos asked the protocol regarding attendance. Dr. Seinfeld stated that there has been a couple of cases at the elementary level where the principal and social worker did have to get involved. The system is very similar as to what it was when schools were open. There is a system for follow up with students who have not met teachers' expectations. Robin Dando asked if there are any seniors in the situation of possibly not graduating. Dr. Seinfeld stated she will have to report back on that. It is a very different year with requirements changing, no Regents exams in June or August.

John McEvoy thanked Ms. Lasher for trying to do everything they can to make it a meaningful graduation for this class. Ideas are welcome from the Board as well. Dr. Seinfeld stated that there is meeting tomorrow that Ms. Lasher has set up with some parents, students, teachers and administrators to look at all options so that they can be provided with the send off they deserve as safely as can be. Dr. Seinfeld indicated that as a small District there is more ways to be flexible while maintaining social distancing.

Dr. Seinfeld stated that she believed everyone knows, however, for anyone listening there will not be an in-person Budget Vote/Board of Education Election. May 11th is the deadline for anyone who is interested in running for the Board of Education to submit a nominating petition to the District Clerk by 5:00 P.M. Information is available on the District website. If anyone has any questions, they can contact Ms. Nolan directly. The District is then required to publish a legal notice in our local papers of record. The budget hearing was on the agenda for this evening, however, Mr. Cipriani will move through that very quickly as now the budget hearing must be held on May 26th at which time it will be repeated. Or if the Board would rather postpone that until May 26th they can. June 9th is the actual election, however, Dr. Seinfeld wanted to make sure that everyone is clear that ballots will be canvassed on June 9th beginning at 5:00 P.M. There will not be any in-person vote/election on that date. It will all take place by mail using absentee ballots. A plan has been set up and Dr. Seinfeld thanked Ms. Nolan, Mr. Cipriani and Ms. Febrizio for their hard work in planning for this. Every registered voter will receive an absentee ballot in

an envelope with a return, stamped envelope for return of the ballot. Ballots cannot be printed until after the deadline for nominating petitions. If anyone is not registered to vote, there is no in-person registration. Registration will need to be done through the Department of Motor Vehicle. There is a link on the District website and this should be done as quickly as possible, as ballots will only be mailed to registered voters. Mr. McEvoy asked who will be responsible for counting the votes. Dr. Seinfeld indicated that Ms. Nolan will oversee this process as District Clerk, however, we anticipate poll workers who will assist. The memo from Ingerman Smith indicated that after 5:00 PM on June 9, 2020 the vote should be canvassed by the District Clerk and a designated number of election inspectors at a designated school building. Those details will be worked out as to how to do this safely. Dr. Seinfeld stated that this year it is going to allow people to vote more easily than they have in the past. She thinks it is important that everybody exercises their right to vote and if anyone has children of their own, friends, neighbors to make sure they are registered.

Dr. Seinfeld asked the Board if they wanted the budget hearing presented tonight as planned or wait until May 26th. The Board agreed they wanted to wait until May 26th as they felt they would have a better idea of what the fund balance would be. Dr. Seinfeld stated that they will communicate very clearly that the District is under the tax levy limit whether the transportation referendum passes or not, while still maintaining and enhancing program. She stated that some of her colleagues have shared that they have adopted budgets that are right at the tax levy limit. Maryann Santos asked how this is communicated to the community. Dr. Seinfeld stated typically through the budget brochure and communication that Ms. Febrizio assists with. At this time particularly, digital communication is critical and this information will be shared with PTA leaders to help get the word out. Maryann Santos stated she thought it was important that our senior members of the community be aware that we are under the tax levy. Dr. Seinfeld will reach out to some of the community groups including the senior center.

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

III PERSONNEL ACTIONS

A) Professional Personnel

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 following **Professional Personnel and Civil Service Personnel** Resolution as listed:

1. RETIREMENT

| | | | |
|-----|-------------------|--------------|-------------|
| 1.1 | CARRIE SCHMERMUND | Position: | Teacher |
| | | Effective: | 6/30/2020 |
| | | Assigned to: | High School |

2. TENURE APPOINTMENTS

| | | | |
|-----|------------------|----------------|---|
| 2.1 | MICHAEL CIPRIANI | Position: | Assistant Superintendent for Finance and Operations |
| | | Tenure Area: | Assistant Superintendent for Finance and Operations |
| | | Effective: | 08/15/2020 |
| | | Certification: | School District Administrator, Permanent |
| | | | School Business Administrator, Permanent |

| | | | |
|-----|---------------|--------------|------------------------|
| 2.2 | SHARON LASHER | Position: | Principal, High School |
| | | Tenure Area: | Principal |
| | | Effective: | 08/02/2020 |

- | | | | |
|-----|----------------------|---|---|
| | | Certification: | School District Administrator, Permanent Business and Distributive Education, Permanent |
| 2.3 | SABRINA MEEHAN | Position: Tenure Area: Effective: Certification: | Supervisor of Counseling Services Supervisor of Counseling Services 08/15/2020 School Building Leader, Professional School District Leader, Professional School Counselor, Permanent |
| 2.4 | DR. JOSEPH PESQUEIRA | Position: Tenure Area: Effective: Certification: | K-12 Supervisor of Social Studies, Career Technologies, & Service Learning Departments Social Studies Supervisor K-12 07/01/2020 School District Leader, Professional Social Studies 7-12 Professional |
| 2.5 | NICOLE SILVA | Position: Tenure Area: Effective: Certification: | School Social Worker School Social Worker 08/30/2020 School Social Worker, Permanent Bilingual Education (PPS/Admin), Permanent Extension |

3. **APPOINTMENT**

- | | | | |
|-----|---------------------------------|--|---|
| 3.1 | EXTENDED SCHOOL YEAR PROGRAM | Positions: Effective: Period Date: Status: Salary: | Instructors, Teacher Assistants, Nurse, Therapist & Behaviorist 07/06/2020 07/06/2020 – 08/14/2020 IEP Mandated According to the Agreement Between the OBENCSD and the OBENTA. (*See Attached) |
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Substitutes-all special education teachers, teaching assistants & nurses presently employed by the OBENCSD.

Motion unanimously carried.

Motion by R. Dando, second by A. Ross, to approve the following:

IV SPECIAL SERVICES

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 following *Special Services* Resolution as listed:

A) CPSE/CSE MINUTES

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

| | | |
|------------|---|----------------|
| 04/03/2020 | 1 | Annual Review |
| 04/06/2020 | 2 | Annual Review |
| 04/07/2020 | 2 | Annual Review |
| 04/08/2020 | 2 | Annual Review |
| 04/20/2020 | 2 | Annual Review |
| 04/24/2020 | 1 | Annual Review |
| 04/27/2020 | 1 | Program Review |

CSE

| | | |
|------------|---|--------------------------------|
| 02/03/2020 | 6 | Annual Review |
| 02/03/2020 | 2 | Re-evaluation/Annual Review |
| 02/03/2020 | 1 | Program Review |
| 02/04/2020 | 1 | Re-evaluation/Annual Review |
| 02/04/2020 | 1 | Program Review |
| 02/04/2020 | 1 | Annual Review |
| 02/07/2020 | 5 | Annual Review |
| 02/07/2020 | 1 | Re-evaluation/Annual Review |
| 02/07/2020 | 1 | Program Review |
| 02/10/2020 | 4 | Annual Review |
| 02/10/2020 | 3 | Re-evaluation/Annual Review |
| 02/10/2020 | 1 | Program Review |
| 02/11/2020 | 1 | Program Review |
| 02/11/2020 | 2 | Annual Review |
| 02/13/2020 | 9 | Annual Review |
| 02/13/2020 | 2 | Re-evaluation/Annual Review |
| 02/14/2020 | 1 | Annual Review |
| 02/14/2020 | 1 | Re-evaluation/Annual Review |
| 02/25/2020 | 6 | Annual Review |
| 02/25/2020 | 2 | Re-evaluation/Annual Review |
| 02/26/2020 | 3 | Annual Review |
| 02/27/2020 | 3 | Annual Review |
| 02/28/2020 | 3 | Annual Review |
| 02/28/2020 | 2 | Re-evaluation/Annual Review |
| 02/28/2020 | 1 | Program Review |
| 03/02/2020 | 7 | Annual Review |
| 03/02/2020 | 1 | Re-evaluation/Annual Review |
| 03/03/2020 | 3 | Annual Review |
| 03/03/2020 | 1 | Re-evaluation/Annual Review |
| 03/03/2020 | 1 | Amendment No Meeting Agreement |

| | | |
|-------------|---|--------------------------------------|
| 03/04/2020 | 3 | Annual Review |
| 03/04/2020 | 1 | Re-evaluation/Annual Review |
| 03/05/2020 | 2 | Re-evaluation/Annual Review |
| 03/05/2020 | 1 | Annual Review |
| 03/06/2020 | 1 | Re-evaluation/Annual Review |
| 03/09/2020 | 4 | Annual Review |
| 03/12/2020 | 1 | Re-evaluation/Annual Review |
| 03/13/2020 | 4 | Annual Review |
| 03/18/2020 | 1 | Re-evaluation/Annual Review |
| 03/18/2020 | 2 | Annual Review |
| 03/17/2020 | 2 | Re-evaluation/Annual Review |
| 03/17/2020 | 1 | Annual Review |
| 03/19/2020 | 3 | Annual Review |
| 03/20/2020 | 2 | Re-evaluation/Annual Review |
| 03/20/2020 | 4 | Annual Review |
| 03/23/2020 | 9 | Annual Review |
| 03/23/2020 | 1 | Re-evaluation/Annual Review |
| 03/24/2020 | 3 | Annual Review |
| 03/24/2020 | 1 | Re-evaluation/Annual Review |
| 03/25/2020 | 1 | Annual Review |
| 03/27/2020 | 3 | Re-evaluation/Annual Review |
| 03/27/2020 | 2 | Annual Review |
| 03/30/2020 | 3 | Annual Review |
| 03/30/2020 | 2 | Re-evaluation/Annual Review |
| 03/31/2020 | 6 | Annual Review |
| 03/31/2020 | 1 | Re-evaluation/Annual Review |
| 04/01/2020 | 1 | Annual Review |
| 04/01/2020 | 1 | Re-evaluation/Annual Review |
| 04/02/2020 | 4 | Annual Review |
| 04/02/2020 | 3 | Re-evaluation/Annual Review |
| 04/03/2020 | 3 | Annual Review |
| 04/03/2020 | 1 | Requested Review CPSE CSE Transition |
| 04/06/2020 | 3 | Annual Review |
| 04/06/2020 | 2 | Re-evaluation/Annual Review |
| 04/07/2020 | 1 | Requested Review CPSE CSE Transition |
| 04/08/2020 | 1 | Requested Review CPSE CSE Transition |
| 04/08/2020 | 1 | Re-evaluation/Annual Review |
| 04/08/2020 | 4 | Annual Review |
| 04/21/2020 | 2 | Re-evaluation/Annual Review |
| 04/21/2020 | 3 | Annual Review |
| 04/22/2020 | 2 | Annual Review |
| 04/23/2020 | 1 | Annual Review |
| 04/23/2020 | 2 | Re-evaluation/Annual Review |
| 04/24/2020 | 1 | Requested Review CPSE CSE Transition |
| 04/28/2020 | 1 | Annual Review |
| 504: | | |
| 02/26/2020 | 1 | Program Review |

Motion unanimously carried.

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

NEW BUSINESS

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 following *New Business* Resolution as listed:

A) NASSAU-SUFFOLK SCHOOL BOARDS ASSOCIATION PROPOSED BUDGET AND PROPOSED SLATE OF OFFICERS

WHEREAS, Nassau-Suffolk School Boards Association has submitted its proposed 2020-2021 Budget and proposed 2020-2021 Slate of Officers and Members of the Executive Committee, for the approval of its member boards, the Oyster Bay-East Norwich Central School District Board of Education authorizes the District Clerk to record the outcome of the votes and notify Nassau-Suffolk School Boards Association of the results.

BE IT RESOLVED, that the Nassau-Suffolk School Boards Association Proposed Budget for the 2020-2021 school year (as accepted by N-SSBA's Executive Committee) be, and hereby is approved.

BE IT RESOLVED, that the Nassau-Suffolk School Boards Association Proposed 2020-2021 Slate of Officers and Members of the Executive Committee (as presented by N-SSBA's Nominating Committee) be, and hereby is approved.

Motion unanimously carried.

Todd Cronin asked a question on the meeting scheduled for the 26th and if it could be held using Google Meets or Zoom. Dr. Seinfeld will look into this.

Robin Dando asked a question on the cancellation of the eighth-grade trip and when refunds will be issued. Michael Cipriani will look into this and Dr. Seinfeld will follow up.

Motion by R. Dando, second by J. McEvoy, to adjourn at 8:33 P.M.

Respectfully submitted,

Margaret Nolan
District Clerk