

Little Flower Union Free School District
Board of Education
Organizational Meeting & Regular Meeting
Tuesday July 9, 2019
Library– 4 p.m.

Walter Denzler, President
Charles Drexel, Vice President
Marilyn Adsitt
Joseph Delgado
Corinne Hammons
Nancy Hancock
Grace LoGrande
Bridgette Waite

MEMBERS PRESENT

Harold Dean, Superintendent
Ann O. Romeo, Asst. Supt. for Business
Robert Scappatore, Principal
Michael Gordon, guest

ALSO PRESENT

CALL TO ORDER/
PLEDGE:

1. 4:04 p.m. meeting called to order and District Clerk
K. Nolan led the pledge of allegiance.

NEW BOARD
MEMBERS

- 2.1 District Clerk administered Oath of Office to reappointed board
member Corinne Hammons and new member Marilyn Adsitt.

ELECTION OF
OFFICERS

- 3.1 C. Drexel moved, J. Delgado seconded nomination of
Walter Denzler for Board President.

C. Drexel moved, J. Delgado seconded nominations to be
closed, carried 7-0, 1 vote cast,

Walter Denzler elected Board President.

- 3.2 Oath of Office administered to President District Clerk Nolan

- 3.3 J. Delgado moved, G. LoGrande seconded nomination of Charles
Drexel for Vice President.

J. Delgado moved, G. LoGrande seconded nominations to be closed,
carried 7-0, 1 vote cast.

Charles Drexel elected Vice President

- 3.4 Oath of Office administered to Vice President by President W. Denzler.

4:09 p.m. B. Waite arrived to meeting

APPOINTMENT OF
OFFICERS

4. C. Hammons moved, G. LoGrande seconded, carried 8-0 to appoint the following officers for 2019-2020.

4.1 Kathleen Nolan, District Clerk

4.2 Frank Vu, District Treasurer

4.3 Ann O. Romeo, Deputy Treasurer

4.4 Oaths of Office administered to District Clerk and Deputy Treasurer.
District Treasurer to be sworn in District Office.

OTHER
APPOINTMENTS

5. C. Drexel moved, J. Delgado seconded, carried 8-0 to approve the following other appointments for 2019-2020:

5.1 School Attorney

Labor & General Counsel:

Bond counsel:

Capital Project:

Guercio & Guercio, LLP

Hodgson Russ, LLP

Hodgson Russ, LLP

G. LoGrande moved, C. Hammons seconded, carried 8-0 to approve the following other appointments for 2019-2020:

5.2 Attendance Officer: Kelly Orlando

5.3 Independent Auditor: Cullen & Danowski, LLP

5.4 Claims Auditor: Cerini & Associates, LLP

5.5 Records Access Officer: Kathleen Nolan

5.6 Asbestos (LEA) Designee: Scott Lambeck

5.7 Purchasing Agent: Ann Romeo

5.8 504 Compliance Officer: Robert Scappatore

5.9 Title IX Officers: Claudia Ruggiere
Roger Foster

5.10 Dignity Act Coordinator: Robert Scappatore

5.11 Qualified Lead Evaluator: Robert Scappatore

5.12 Committee on Special Education:

Chairperson	Jessica Frost
Chairperson (no stipend)	Robert Scappatore
Physician	Dr. Jeffrey Hammerman
School Psychologist	Jessica Frost
Nursing Supervisor	Adeline Ruiz
Parent Member	Pending
School Social Worker	Roger Foster

5.13 E-Rate Consultant: Intergra Inc.

5.14 403(b) Third Party Administrator: The Omni Group

5.15 Financial Advisor: Piper Jaffray & Co.

5.16 Workers Compensation
Consultant: USI Insurance Services

6. G. LoGrande moved, N. Hancock seconded, carried 8-0 DESIGNATIONS
to approve the following designations for 2019-20.

- | | | |
|-----|---|----------------------------------|
| 6.1 | Official Bank Depository: | People's United Bank
Key Bank |
| 6.2 | Regular Meeting:
Education Law 1708 | Fourth Monday of each month |
| 6.3 | Official Newspaper:
Education Law 2004 | Riverhead News-Review |

7. J. Delgado moved, B. Waite seconded, carried 8-0 AUTHORIZATIONS
to approve the following authorizations for 2019-20.

- 7.1 Superintendent to Certify Payrolls.
- 7.2 Superintendent to Authorize Conference, Convention, and Workshop Attendance.
- 7.3 District Treasurer to Establish \$100.00 Petty Cash Fund.
- 7.4 Treasurer, Superintendent, and Assistant Superintendent for Business designated as District Check Signers.
- 7.5 Superintendent to Approve Budget Transfers in the amount not to exceed \$5,000.

7.6 Superintendent to apply for Grants in Aid (Federal and State).

8. G. LoGrande moved, N. Hancock seconded, carried 8-0 to Bond the District Treasurer and the Deputy Treasurer in the amount of \$500,000 for 2019-20.

OFFICIAL
UNDERTAKINGS

9. J. Delgado moved, C. Drexel seconded, carried 8-0 to to approve the following items for 2019-20.

OTHER

- 9.1 Re-adopt all previously approved policies and code of ethics in effect during previous year
9.2 Establish the mileage rate according to the Federal set rate for 2019-20.
9.3 Approve the Health Insurance Buyout waiver of family policy at \$4,700 and individual policy at \$2,350 for 2019-20.
9.4 Approve the Summer School Rates for 2019:

<u>Position</u>	<u>Hourly Rate</u>
School Psychologist	\$38.30
School Social Worker	\$38.30
Guidance Counselor	\$38.30
Reading Specialist	\$38.30
Speech Teacher	\$38.30
Certified Teacher	\$38.30
Administrative Assistant	\$38.30
Substitute Teacher (Uncertified)	\$31.90
Teaching Assistants	\$19.20
Teacher Aide or 1:1 Aide	\$15.50
Behavioral Support Staff	\$25.50
Behavioral Support Team Leader	\$31.90
Security Staff	\$25.50
Custodian	\$15.50

- 9.5 Approve the School Year Substitute Rates for 2019-20:

<u>Position</u>	<u>Hourly Rate</u>
Teacher, Related Service Staff	\$130.00/day
Teaching Assistant, Security/Behavior	\$15.50/hr
Teacher Aide	\$15.50/hr
Teacher Aide (after 5 years of service)	\$16.00/hr
Teacher Aide (after 10 years of service)	\$16.50/hr

9.6 Approve the following Stipends for 2019-20:

Student Resource Coordinator	\$3,000
SSEC (VADIR) Coordinator	\$3,000
CSE Chairperson	\$3,500
District Data Coordinator	\$2,000

THIS CONCLUDES THE BUSINESS OF THE ORGANIZATIONAL MEETING AND
COMMENCES THE BUSINESS OF THE REGULAR JULY MEETING

BOARD PRESIDENTS
REPORT

1. President Denzler welcomed all.

SUPERINTENDENTS
REPORT

2. Superintendent Dean reported on the following:

- **Personnel Update** – Introduction of M. Gordon recommended for appointment to position of Assistant Principal / Special Education Coordinator.
- **District News** - Thank you to all who attended June 2019 Graduation, standing room only!. NSSBA will be hosting a reception at Eastwinds on 6/28 all are invited. Summer session is scheduled to start 7/8.
- **Statewide Updates** - State Ed preliminary allocation of grant. There have been increases to Title IA and Title ID. Under Title IV we've been allocated \$10,000 and are waiting on Title IIA.
- **Agency Agreement** - 3.4% increase. District needs for nursing care are being addressed. After 6 month trial period the district will reevaluate the success of the program. Other areas of district need relating to lunch staff protocol and snow removal have been considered and are being addressed.

PRINCIPAL'S
REPORT

3. R. Scappatore thanked the board for his new appointment to Principal. He is excited to begin working back in the classroom with teachers. District numbers are strong entering into summer session (104 students). Expect to have all spots filled for those students graduating in August. Planning to utilize Student Teachers during summer session to aid in assisting children in Regents prep and success.

CONSENT AGENDA

5. B. Waite moved, G. LoGrande seconded, carried 8-0 to approve the consent agenda.

- 5.1 B. Waite moved, G. LoGrande seconded, carried 8-0 to approve minutes of the Regular Meeting of Monday June 17, 2019.

Minutes

5.2

FINANCIAL MATTERS

- a. B. Waite moved, G. LoGrande seconded, carried 8-0 to approve the Treasurer's Report for the month of June 2019.

Treasurer's Report

- b. B. Waite moved, G. LoGrande seconded, carried 8-0 to approve the following:

Warrants

Warrants: WN-47, WN-48, WN-50

(Other Financial Reports not available at this time, pending year-end closing)

- c. B. Waite moved, G. LoGrande seconded, carried 8-0 to approve the following Budget Transfers:

Budget Transfers

06/30/19 LITTLE FLOWER UFSD
PROPOSED BUDGET TRANSFER - GF TRANSFERS 2018-19

GENERAL FUND

ACCOUNT	DESCRIPTION	TRANSFER IN	TRANSFER OUT
A1420.40	LEGAL SERVICES - CONTRACTUAL	20,000.00	
A1620.40	O&M - CONTRACTUAL		20,000.00
A2110.12	TEACHER INSTR SALARIES		20.00
A2110.14	SUB TEACHER/ TCHG ASST SALARIES	20.00	
A2110.17	BEHAVIOR SUPPORT SALARIES		362.00
A2110.171	BEHAVIOR SALARIES - EXTRA	362.00	
TOTAL TRANSFER		20,382.00	20,382.00
NET TRANSFER			0.00

06/30/19 LITTLE FLOWER UFSD
PROPOSED BUDGET TRANSFER - FEDERAL TRANSFERS 2018-19

SPECIAL AID FUND

ACCOUNT	DESCRIPTION	TRANSFER IN	TRANSFER OUT
F2110.15	INSTR SALARIES - TITLE I		1.00
F2110.45	SUPPLIES & MATERIALS - TITLE I		100.00
F2110.80	EMPLOYEE BENEFITS - TITLE I	101.00	
F2310.40	PURCHASED SERVICES - SEC 611		105.00
F2310.45	SUPPLIES & MATERIALS - SEC 611	762.00	
F2310.46	TRAVEL EXPENSES - SEC 611		2,181.00
F2310.49	BOCES SERVICES - SEC 611	1,524.00	
F2610.40	STAFF DEVELOPMENT - TITLE IIA		459.00
F2610.49	BOCES SERVICES - TITLE IIA	459.00	
F2640.15	INSTR SALARIES - TITLE IV	1.00	
F2640.80	EMPLOYEE BENEFITS - TITLE IV		1.00
TOTAL TRANSFER		2,847.00	2,847.00
NET TRANSFER			0.00

CSE
Recommendations

5.3 none at this time

PERSONNEL

5.4 B. Waite moved, G. LoGrande seconded, carried 8-0 to approve the following personnel items:

- a. Appoint Michael C. Gordon, Assistant Principal/Coordinator for Special Education, probationary appointment July 15, 2019 to June 30, 2023, at the annual salary of \$120,000

Employees Entering
District F/T Permanent

- b. Administrative Assistant - hourly at \$31.90
Michelle Fuentes

Employees Entering
District – P/T Temporary
(2019-20 Summer
Positions)

Reading Specialist - hourly at \$38.30/hr
Christine Evola (2-3 days per week)

Speech – hourly at \$38.30/hr
Jessica Eberhart (2 days per week)

Guidance – hourly at \$38.30/hr
Claudia Ruggiere (3 weeks)

Social Worker – hourly at \$38.30/hr
Roger Foster

School Psychologist – hourly at \$38.30/hr
Jessica Frost
Karen Errico

Teacher (Certified) – hourly at \$38.30/hr

Denise Allen	Matthew Dixon
Marie Caporusso	Karen Hagerman
Robert Casazza	Akkhapol Huse
Sean Colfer	Derek Kendall
Kayla Collazo	Rachel Pacey
Melissa Danowski	Robert Stefan Zawolik

Teacher (Substitute) – hourly at \$31.90/hr

Josie Bailey	Debra Saunders-Wilson
Omar Corridon	Michelle Smith
Gaye Grandy	

Teaching Assistant – hourly at \$19.20/hr

Kimberly Brown	Dean Marshall
Kenyetta Davis	Caulette Robinson
Vito Giammarella	Tabbatha Smith
Margaret Jongebloed	Nicholas Velazquez
Julian Jordan	Maureen Vu
Kristen Kestel	Tiffany Wallahora
Paul Maggio	Barbara Wright
Dani Grafer	

Teacher Aides – hourly at \$15.50/hr

Shakira Allen	Tanesha Lewis
Carlos Aquilar	Brian Lopez
Jacob Bloom	Francesca Lupi
Jared Bloom	Brendan McMahon
Joshua Boerum-Ruhl	Michelle Nizza
Heather Cipully	Ceara-Sineade Nolan
Ruth Collier	Kathryn Peterson
Samantha Daly	Robert Piecuch
Christine Engelbert	Mikayla Policastro
Carla Gitto	Samuel Ruffin Jr.
Dajhon Hopkins	Jonathan Saric
Ty-asia Hughes	Roni Schunk
Patricia Lestrangle	Ryan Sloan
	Deja Wilson

Custodian - hourly at \$15.50/hr

Jason Slote
Tabbatha Smith

Behavioral Support Leader – hourly at \$31.90/hr

James Mercurio
Gregory Dates

Behavioral Support /Security – hourly at \$25.50/hr

LaVerne Brown	Kevin Pertillar
Sharon Coffey	Eric Williams
Dylan Daniels	

- c. In cases of emergency or significant weather conditions where the Superintendent or his/her designee calls for delayed opening or early dismissal of school, staff who are employed on an hourly basis, and who report to work for the entire modified school day, shall be paid for the hours of a standard school day.
- Delayed Opening/
Early Dismissal

6. NEW BUSINESS

- 6.1 C. Hammons moved, N. Hancock seconded, carried 8-0 to approve the 2019-20 Board Meeting Calendar.
- 2019- 20 BOE
Meeting Calendar

- 6.2 G. LoGrande moved, N. Hancock seconded, carried 8-0 to approve the Little Flower Children & Family Services Contract for Services for 2019-20 in the amount of \$132,000.
- LFCFS Service
Contract

- 6.3 J. Delgado moved, M. Adsitt seconded, carried 8-0 to approve surplus of two (2) Kyocera TaskAlpha 6500i digital copiers, which have been fully depreciated, and arrange for their disposal.
- Surplus Equipment

7. BOARD POLICIES

- 7.1 C. Drexel moved, G. LoGrande seconded, carried 8-0 to approve the following written policy for adoption.
- Superintendent Contract

#5681 School Safety Plans

8. All members:
- Board Forum

Welcomed M. Gordon to his new position as Assistant Principal/ Coordinator for Special Education and are looking forward working with him.

Thanked G. Bixhorn for his dedicated service to the district during his tenure.

Congratulations to R. Scappatore for his appointment to new position as Principal.

Welcome to new member M. Adsitt

9. At 4:57 pm G. LoGrande moved, N. Hancock seconded, carried 8-0 to adjourn.

Adjournment

Respectfully submitted,



Kathleen A. Nolan
District Clerk

Approved: September 25, 2019