

APPROVED MINUTES of the Elmont Board of Education

REGULAR MEETING
DECEMBER 4, 2019

VOLUME XXXIV, PAGE 97
ELMONT, NEW YORK

BOARD OF EDUCATION

REGULAR MEETING

Minutes of the Regular Meeting of the Board of Education of the Elmont Union Free School District, Town of Hempstead, Nassau County, New York, held at the Clara H. Carlson School on Wednesday, December 4, 2019.

BOARD MEMBERS PRESENT:

Michael A. Jaime, President
Tameka Battle-Burkett, Vice President
Michael Cantara
Patrick O. Emeagwali
Anthony S. Maffea, Sr.
Sheldon Meikle
Karen Taylor-Bass

ROLL CALL

ADMINISTRATIVE PERSONNEL PRESENT:

Mr. Albert Harper	Superintendent of Schools
Mr. Kenneth Rosner	Director of Curriculum & Instruction
Mrs. Stephanie Muller	Director of Pupil Personnel and Special Education
Mr. David Spinnato	Director of Curriculum-Technology
Colum P. Nugent	School Attorney
Diana Delahanty	District Clerk

ADMINISTRATIVE PERSONNEL ABSENT:

Mr. David Polizzi	Director of School Facilities & Operations
Mr. Fernando DeBartolo	Director of Technology
Ms. Kathy Safrey	Assistant to the Superintendent

CONSULTANT PRESENT:

Mr. Thomas W. Galante

AUDIT COMMITTEE

The Audit Committee met at 6:30 PM and adjourned at 6:40 PM, on a motion by Mr. Emeagwali, seconded by Ms. Taylor-Bass.

Yes – 7 No- 0 Abstain- 0
Motion Carried Unanimously

The Audit Committee unanimously agreed to recommend to the Board of Education *the selection of Nawrocki Smith LLP, as the Annual Independent Auditor, to be retained to complete the Annual Independent Audit activities for the fiscal year ending June 30, 2020.*

PUBLIC SESSION-
AUDIT COMMITTEE
MEETING

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EXECUTIVE SESSION

EXECUTIVE
SESSION

Executive session convened at 6:40 PM on a motion by Ms. Battle-Burkett, seconded by Mr. Emeagwali.

Yes – 7 No- 0 Abstain- 0
Motion Carried Unanimously

PUBLIC SESSION

PUBLIC SESSION

On a motion by Ms. Battle-Burkett, seconded by Mr. Emeagwali, the Board reconvened in Public Session at 7:30 PM.

Yes – 7 No- 0 Abstain- 0
Motion Carried Unanimously

Ms. Walfall, the Principal of Clara H. Carlson School, welcomed everyone to the Board of Education meeting and Holiday Concert at the Clara H. Carlson School. Ms. Walfall pointed out the emergency exits located at the front and rear of the auditorium. Ms. Walfall led the pledge of allegiance.

PLEDGE OF
ALLEGIANCE

Mr. Jaime called the meeting to order. Mr. Jaime welcomed everyone to the December meeting.

On a motion by Mr. Emeagwali, seconded by Ms. Battle-Burkett, the Board approved the agenda, which was distributed to the audience, as follows:

APPROVAL OF THE
AGENDA

Yes – 7 No- 0 Abstain- 0
Motion Carried Unanimously

On a motion by Ms. Taylor-Bass, seconded by Ms. Battle-Burkett, the Board approved the minutes of the Regular Meeting of November 6, 2019 and the Special Meeting of November 14, 2019 as follows:

APPROVAL OF THE
MINUTES

Yes – 7 No- 0 Abstain- 0
Motion Carried Unanimously

PRESIDENT'S REMARKS:

PRESIDENT'S
REMARKS

Mr. Jaime welcomed everyone to the Clara H. Carlson School for the December Board of Education meeting and holiday concert. On behalf of the Board, Mr. Jaime wished everyone a prosperous holiday season and a happy, healthy new year!

VICE PRESIDENT'S REMARKS:

VICE PRESIDENT'S
REMARKS

Ms. Battle-Burkett wished everyone a wonderful and prosperous holiday and a happy new year!

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AUDIENCE ON AGENDA ITEMS: None

AUDIENCE ON
AGENDA ITEMS

CORRESPONDENCE: None

CORRESPONDENCE

REPORT OF THE ATTORNEY:

REPORT OF THE
ATTORNEY

Mr. Nugent had the following report for Public Session.

Earlier this evening the Audit Committee met and unanimously agreed to recommend to the Board of Education *the selection of Nawrocki Smith LLP, as the Annual Independent Auditor, to be retained to complete the Annual Independent Audit activities for the fiscal year ending June 30, 2020.*

SELECTION
OF THE
INDEPENDENT
AUDITOR FOR
FISCAL YEAR
ENDING JUNE 30,
2020

Nawrocki Smith LLP met all requirements of the Request for Proposals and satisfactorily performed the annual independent audit activities for the fiscal year ending June 30, 2019.

On a motion by Mr. Maffea, seconded by Ms. Battle-Burkett, the Board approved the selection of Nawrocki Smith LLP, as the Annual Independent Auditor for the fiscal year July 1, 2019 through June 30, 2020, as recommended by the Audit Committee.

Yes – 7 No- 0 Abstain- 0
Motion Carried Unanimously

This concluded the report of the attorney.

Mr. Jaime turned the meeting over to Mr. Harper for the Report of the Superintendent.

REPORT OF THE SUPERINTENDENT

REPORT OF THE
SUPERINTENDENT

Mr. Harper said good evening to the audience and welcomed everyone to the December Board of Education Meeting. Mr. Harper wished everyone Happy Holidays.

Mr. Harper then gave the Report of the Superintendent.

On a motion by Mr. Meikle, seconded by Mr. Emeagwali, the Board approved the following Professional Changes in Status:

PROFESSIONAL
CHANGES IN
STATUS

KARFINKEL, MARA - *Area of Employment:* From: Building Substitute Teacher TO: Permanent Substitute Teacher; *Certification:* Early Childhood B-2/ Childhood Education 1-6; *Salary:* \$56,384 BA Step 1; *Effective Date:* 10/1/19; *Building Assignment:* Dutch Broadway School; *Probationary Period:* No Probation and no tenure involved

TIMMES, AMANDA - *Area of Employment:* From: Building Substitute Teacher TO: Permanent Substitute Teacher; *Certification:* Early Childhood B-2/ Childhood Education 1-6/ Literacy; *Salary:* \$65,050 MA Step 1; *Effective Date:* 10/1/19; *Building Assignment:* Stewart Manor School; *Probationary Period:* No Probation and no tenure involved

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JORDAN, CATHERINE- *Area of Employment:* Permanent Substitute Teacher (Elementary Education) *To:* Elementary Education Teacher; *Certification:* PreK-6/ Art; *Salary:* \$66,968; *Effective Date:* 9/3/19; *Initial Building Assignment:* Dutch Broadway School; *Probationary Period:* pursuant to Education Law 3012-c and/or 3012-d be placed on probation from 9/3/19 to 9/2/22*, except that to be granted tenure the teacher shall have received composite or overall annual professional performance review ratings pursuant to Education Law Sections 3012-c and/or 3012-d of either effective or highly effective in the two (2) of the three (3) preceding years; if the teacher receives an ineffective composite or overall rating in the final year of the probationary period he/she shall not be eligible for tenure at that time. The term classroom teacher or teacher is used as such terms are defined in 8 NYCRR Sections 30-2.2 and 30-3.2; *Reason:* *Received documentation- previously tenured

PROFESSIONAL
CHANGE IN STATUS

CRAWFORD, CHERYL - *Area of Employment:* From: Leave Replacement through 12/2/19 TO: Leave Replacement through 3/2/20; *Certification:* Early Childhood B-2/ Childhood Education 1-6/ SWD 1-6; *Salary:* As per teachers' contract; *Effective Date:* 12/2/19-3/2/20; *Building Assignment:* Stewart Manor School; *Probationary Period:* No Probation and no tenure involved

*This is an extension of appointment originally approved by the Board of Education on August 13, 2019.

The Board also approved the following Professional Resignation:

PROFESSIONAL
RESIGNATION

DEROSA, ANGELA- *Area of Employment:* Literacy Specialist; *Building Assignment:* Clara H. Carlson School; *Effective Date:* 11/22/19; *Service to District:* 2 months; *Reason:* Personal

Lastly, the Board approved the following Change of Professional Retirement Date:

PROFESSIONAL
RETIREMENT

WILSON, MARY- *Area of Employment:* Elementary Education Teacher; *Building Assignment:* Dutch Broadway School; *Effective Date:* 12/30/19; *Service to District:* 35 years, 4 months

*Retirement date, (January 3, 2020), previously approved at the November Board of Education meeting.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Mr. Cantara, the Board approved the following Civil Service Leaves of Absence:

CIVIL SERVICE
LEAVES OF
ABSENCE

GLOE, MARIA- *Area of Employment:* Teacher Aide- Special Education; *Building Assignment:* Clara H. Carlson School; *Effective Date:* 9/5/19, (previously approved a 4-6 weeks on September 10, 2019); *Duration of Leave:* 12-14 weeks (anticipated return 1/13/20); *Reason:* Medical-Personal

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WILLIAMS, CHERYL- *Area of Employment: Teacher Aide- Special Education; Building Assignment: Dutch Broadway School; Effective Date: 10/30/19); Duration of Leave; 4-6 weeks; Reason: Medical-Personal*

CIVIL SERVICE
LEAVES OF
ABSENCE

The Board also approved the following Civil Service Substitute Appointments:

CIVIL SERVICE
SUBSTITUTE
APPOINTMENTS

ACHILLES, GLADYS - *Area of Employment: Bus Attendant Part-time Substitute; Salary: \$15.00 hourly; Building Assignment: Transportation; Effective Date: 12/5/19 pending Civil Service and medical approval*

ROBLES, LUZ - *Area of Employment: Teacher Aide Part-time Substitute; Salary: \$13.33 hourly; Building Assignment: District-wide; Effective Date: 12/5/19 pending Civil Service and medical approval*

SINGH, KAMLA - *Area of Employment: Bus Attendant Part-time Substitute; Salary: \$15.00 hourly; Building Assignment: Transportation; Effective Date: 12/5/19 pending Civil Service and medical approval*

The Board approved the following Civil Service Resignations:

CIVIL SERVICE
RESIGNATIONS

VEGA, JASMIN- *Area of Employment: Teacher Aide; Building Assignment: Dutch Broadway School; Effective Date: 11/27/19; Service to District: 3 years, 1 month; Reason: Personal*

VELIZ, MARIO- *Area of Employment: Cleaner Part-time Substitute; Building Assignment: District-wide; Effective Date: 11/27/19; Service to District: 1 year, 1 month; Reason: Personal*

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Ms. Taylor-Bass, seconded by Ms. Battle-Burkett, the Board received the Committee on Special Education and Preschool Special Education designations and program placements for the Evaluation Placements, Reviews of Program and I.E.P. Modifications of students and 504 Committee recommendations.

COMMITTEE ON
SPECIAL EDUCATION/
PREK SPECIAL
EDUCATION AND 504
COMMITTEE
RECOMMENDATIONS

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Mr. Cantara, the Board approved the following:

HEARING OFFICERS

HEARING OFFICERS

The Board authorized Carl Bowers and Vincent Maroney as hearing officers to hear and determine residency hearings and impartial hearings when deemed necessary by the District, as per contract.

Motion Carried Unanimously

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ITEMS NOTED FOR THE MINUTES

ITEMS NOTED FOR
THE MINUTES

USE OF FACILITIES

USE OF FACILITIES

Request for Use of Facilities that have been approved by the Superintendent of Schools since the last Board Meeting are enclosed in the backup pages of the Board Book of December 4, 2019.

WORKERS' COMPENSATION

WORKERS'
COMPENSATION

Employees who are on leaves of absence due to Workers' Compensation cases still pending are enclosed in the back-up pages of the Board Book of December 4, 2019.

FAMILY AND MEDICAL LEAVES OF ABSENCE

FAMILY AND
MEDICAL
LEAVES OF
ABSENCE

The following employees are on leaves of absence under the Family and Medical Leave Act:

<u>Name</u>	<u>Position</u>	<u>Duration of Leave</u>
Lillian Nieves	Teaching Assistant	6 weeks
Jodi Clark	AIS Teacher	to be determined
Jodi Goff	3 rd Grade	to be determined
Lori Weitzel	Co-Teacher	to be determined

BUDGETARY TRANSFERS UNDER \$5,000

BUDGETARY
TRANSFERS
UNDER \$5,000

Requests for Budget Transfers under \$5,000 that have been approved by the Superintendent of Schools since the last Board meeting are enclosed in the backup pages of the Board Book of December 4, 2019.

SCHEDULE OF DISBURSEMENTS AND WARRANTS

SCHEDULE OF
DISBURSEMENTS
AND WARRANTS

On a motion by Mr. Maffea, seconded by Mr. Meikle, the Board approved the backup booklet entitled "Schedule of Disbursements and Warrants # 13-17; 7-9; 6-8; 4; and 12-17" which is filed in the "bulky" document file.

Motion Carried Unanimously

TREASURER'S REPORT

TREASURER'S
REPORT

On a motion by Mr. Maffea, seconded by Ms. Taylor-Bass, the Board also received the Report of the Treasurer for the General Fund, Capital Fund, the Lunch Fund, the Trust and Agency Fund, Payroll, Special Aid Fund and Capital Bond Fund as of October 31, 2019.

Motion Carried Unanimously

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On a motion by Mr. Maffea, seconded by Ms. Taylor-Bass, the Board approved the following:

BUDGETARY TRANSFERS OVER \$5,000

BUDGETARY
TRANSFERS OVER
\$5,000

The Board authorized budgetary transfers over \$5,000, as per backup pages in the Board Book of December 4, 2019.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

ITEMS NOTED FOR THE MINUTES:

ITEMS NOTED FOR
THE MINUTES

Analysis of Revenue – for the period ending October 31, 2019, appears in the backup pages of the Board Book of December 4, 2019.

ANALYSIS OF
REVENUE

Schedule(s) of Receivables – as of October 31, 2019, appears in the backup pages of the Board Book of December 4, 2019.

SCHEDULE OF
RECEIVABLES

Monthly Appropriation Status Report- General, Capital and Special Aid Appropriation Status Reports for the period ending October 31, 2019 appears in the backup pages of the Board Book of December 4, 2019.

MONTHLY
APPROPRIATION
STATUS REPORT

Various Fund Trial Balances- Trial Balance Reports, General, Capital, Trust & Agency, Expendable Trust, Special Aid, and Non-Expendable Trust for the period ending October 31, 2019 appears in the backup pages of the Board Book of December 4, 2019.

VARIOUS FUND TRIAL
BALANCES

Cash Flow Statements- General Fund Cash Flow statements as of October 31, 2019 and Cash Flow Projections as of November 30, 2019 for the fiscal year appears in the backup pages of the Board Book of December 4, 2019.

CASH FLOW
STATEMENTS

General Fund – Fund Balance Estimate- General Fund Balance for the period ending November 30, 2019 appears in the backup pages of the Board Book of December 4, 2019.

GENERAL FUND-FUND
BALANCE ESTIMATE

Collateral Analysis- Bank collateral balances for period ending October 2019 appear in the backup pages of the Board Book of December 4, 2019.

COLLATERAL
ANALYSIS

School Meals Profit and Loss Statement- School Lunch Profit and Loss Statement for the period ending October 31, 2019 appears in the backup pages of the Board Book of December 4, 2019.

SCHOOL MEALS
PROFIT AND LOSS
STATEMENT

Custodial/Transportation Overtime

CUSTODIAL/
TRANSPORTATION
OVERTIME

Breakdown Custodial/Transportation Overtime:

Cust./Trans. Overtime – November 2019	\$ 5,474.19
Overtime paid Year to Date	\$ 27,368.69
Cust./Trans. Overtime - July, 2018 - June, 2019	\$ 85,138.50

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VANDALISM TALLIES FOR NOVEMBER 2019

VANDALISM TALLIES

Alden Terrace	\$	0
Clara H. Carlson	\$	0
Covert Avenue	\$	0
Dutch Broadway	\$	0
Gotham Avenue	\$	0
Stewart Manor	\$	0
PPS	\$	0
Elmont Road	\$	0
	\$	0
Year-to-Date	\$	0
Previous Year-to-Date	\$	0

Mr. Harper completed the report of the Superintendent.

COMMITTEE REPORTS AND INFORMATIONAL ITEMS: None

COMMITTEE REPORTS
AND INFORMATIONAL
ITEMS
OLD BUSINESS

OLD BUSINESS: None

NEW BUSINESS

NEW BUSINESS: None

LEGISLATIVE ITEMS: None

LEGISLATIVE ITEMS

AUDIENCE ITEMS: None

AUDIENCE ITEMS

ANNOUNCEMENTS: None

ANNOUNCEMENTS

NEXT MEETING:

NEXT MEETING

Mr. Jaime announced that the next Board of Education Meeting will be held on Tuesday, January 7, 2020, at the Alden Terrace School @ 8:00 PM.

ADJOURNMENT:

ADJOURNMENT

On a motion by Ms. Battle-Burkett, seconded by Mr. Emeagwali, the Board adjourned the meeting at 7:40 PM.

Motion Carried Unanimously

Mr. Jaime wished everyone a Happy Holiday and a safe and pleasant New Year. Mr. Jaime invited the audience to enjoy the concert.

Submitted by,

January 7, 2020
Date Approved

Diana Delahanty
District Clerk