

MINUTES OF BABYLON SCHOOL BOARD REORGANIZATION/REGULAR MEETING

DATE OF MEETING:

July 6, 2011

PLACE:

Babylon Junior-Senior High School, 50 Railroad Avenue, Babylon, NY 11702

Members Present

Mr. Dominic P. Bencivenga, President

Mr. Roger A. Katz, Vice President

Mr. Gregory Antolini

Ms. Alena Berenblatt

Mrs. Lisa McKeown

Mr. Thomas Melito

Mr. Dominick Montalto

District Superintendent

Dr. Ellen Best-Laimit

Central Office Administration

Dr. Peter Daly, Deputy Superintendent

Mr. Daniel D'Amico, Assistant Superintendent for Curriculum & Instruction

District Clerk

Linda Pesce

CALL TO ORDER

I. CALL TO ORDER

The reorganization meeting was called to order at 6:05 p.m. by Linda Pesce, District Clerk whereupon she led the assemblage in the Pledge of Allegiance.

ADMINISTRATION OF OATH

II. ADMINISTRATION OF OATH

Newly elected Board Members, Gregory Antolini, Alena Berenblatt and Dominick Montalto were sworn in and administered the Oaths of Office by Linda Pesce, District Clerk.

Superintendent of Schools, Ellen Best-Laimit, was sworn in and administered the Oath of Office by Linda Pesce, District Clerk.

ELECTION OF OFFICERS

III. ELECTION OF OFFICERS

Mrs. Pesce, District Clerk called for nominations for President of the Board.

Mr. Melito nominated Mr. Bencivenga, Mr. Antolini seconded.

Mrs. McKeown nominated Mr. Roger A. Katz, Ms. Berenblatt seconded.

There being no other nominations for President of the Board, nominations were declared closed.

Mrs. Pesce, District Clerk, called for a vote for President of the Board.

For Mr. Bencivenga: T. Melito, N. Montalto, G. Antolini, D. Bencivenga

For Mr. Katz: L. McKeown, A. Berenblatt, R. Katz

Mr. Bencivenga was duly elected President of the Board by a majority vote. 4-3

Mr. Bencivenga was sworn in as President of the Board and administered the Oath of Office by Linda Pesce, District Clerk.

The floor was then given to Board President, Mr. Bencivenga, who presided over the remainder of the meeting.

Mr. Bencivenga, President, called for nominations for Vice-President of the Board.

Mr. Melito nominated Mr. Katz, Mrs. McKeown seconded.

There being no other nominations, nominations were declared closed.

Mr. Bencivenga, President, called for a vote for Mr. Katz as Vice President of the Board.

In favor: D. Bencivenga, T. Melito, N. Montalto, G. Antolini, L. McKeown, A. Berenblatt, R. Katz

Mr. Katz was duly elected Vice-President of the Board by unanimous vote. (7-0)

Mr. Katz, Vice-President, was sworn in and administered the Oath of Office by Linda Pesce, District Clerk.

APPOINTMENT OF OFFICERS

IV. APPOINTMENT OF OFFICERS

- a. District Treasurer Patricia Smith
- b. Deputy Treasurer Patricia Brink
- c. District Clerk Linda Pesce
- d. District Clerk pro tem President Board of Education
- e. Internal Claims Auditor Dennehy Accounting Services, Inc.

On motion by L. McKeown, seconded by T. Melito, Item IV was unanimously approved. (7-0)

OMNIBUS MOTION

On motion by Mr. Melito, seconded by Mr. Antolini an omnibus motion to move Items V-XIV was unanimously approved (7-0).

On omnibus motion by Mrs. McKeown, seconded by Mr. Katz an omnibus motion to move items V-XIV was unanimously approved. (7-0)

OTHER APPOINTMENTS

V. OTHER APPOINTMENTS

- a. School Physicians Dr. Jack Geffken & Dr. Carlo Soranno
- b. School Attorneys Guercio & Guercio
- c. Internal Auditor Nawrocki Smith LLP
- d. External Auditors OPEN
- e. Extra-Curricular Treasurer Patricia Brink
- f. School Representative for Chapter I Funds Peter Daly
- g. Section 504 Appeals Officer Daniel D'Amico
- h. Title IX Coordinator Daniel D'Amico
- i. Records Access Officer Peter Daly
- j. Records Access Appeals Officer Ellen Best-Laimit
- k. Asbestos Compliance Officer Steve Panno
- l. Homeless Liaison Dennis McGovern
- m. Alternate Homeless Liaison Ellen Best-Laimit
- n. Annual Preparation of Financial Statements Patricia Smith

DESIGNATIONS

VI. DESIGNATIONS

- a. Official Bank Depositories - All Funds JP Morgan Chase, State Bank of Long Island
- b. Regular Monthly Meetings Second Monday of each month unless otherwise specified
- c. Official Newspapers The Beacon, South Bay, Newsday

AUTHORIZATIONS

VII. AUTHORIZATIONS

- a. Chief School Officer to Certify Payrolls Ellen Best-Laimit
- b. School Purchasing Agent Peter Daly
- Alternate Patricia Smith
- c. Authorization to Establish Petty Cash Funds:
 - 1. High School Al Cirone & Karen Colletti \$100
 - 2. Grade School Randee Bonagura & Stephanie Lowe \$100
 - 3. Elementary School Dana Spinola & Jean Romanchuk \$100
 - 4. Business Office Peter Daly & Patricia Fiorenza \$100
 - 5. Buildings & Grounds Office Karen Bustamante \$100
 - 6. Food Service Office Carol Ann Grodski \$100/per bldg.
- d. Designation of Authorized Signatures on checks:
 - 1. All Funds Patricia Smith, District Treasurer
 - Alternate President of the Board and/or Deputy Treasurer
- e. Chief School Officer Authorized to Approve Budget Transfers up to \$7,500 as per Board policy Ellen Best-Laimit

BONDING OF PERSONNEL

VIII. BONDING OF PERSONNEL

- a. Renewal of Treasurer's Bond in the amount of \$250,000.
- b. Renewal of Blanket Bond in the amount of \$20,000.

APPOINTMENTS TO CSE IX. APPOINTMENTS TO CSE

Chairperson
Alternate Chairpersons

Lisa Carelli-Lang
Lisa Consolo, Joanne Fasano, Clare Savage,
Yvette Chase, Nancy Welch, Patricia Bocchimuzzo,
Dennis McGovern, Jessica Linder, Anne May
Clare Savage, Yvette Chase, Nancy Welch,
Patricia Bocchimuzzo, Jessica Linder
Dr. Geffken & Dr. Soranno
Regular education or special education
Jean Ann Ferri, Donna Frole, Pat Barberich, John
Keating, Anne Boxer, Gina McGoldrick, Kelly
Becker, Margaret Stroehlein, Dana Focarile,
Efthalia Dallaris, Patricia Larkin, Michelle
Kuntz, Eva Crowley, Rosemary Walsh, Alice
Cloherty

APPOINTMENTS TO CPSE X. APPOINTMENTS TO CPSE

Chairperson
Alternate Chairpersons

Lisa Carelli-Lang
Lisa Consolo, Joanne Fasano, Clare Savage,
Yvette Chase, Nancy Welch, Patricia Bocchimuzzo
Dennis McGovern, Jessica Linder, Anne May
Representative from Suffolk County
Representative from the program that has
completed an evaluation on the preschool child
Jean Ann Ferri, Donna Frole, Pat Barberich, John
Keating, Anne Boxer, Gina McGoldrick, Kelly
Becker, Margaret Stroehlein, Dana Focarile,
Efthalia Dallaris, Patricia Larkin, Michelle Kuntz,
Eva Crowley, Rosemary Walsh, Alice Cloherty

SURROGATE PARENTS XI. SURROGATE PARENT

Patricia Barberich

IMPARTIAL HEARING OFFICERS XII. IMPARTIAL HEARING OFFICERS

As per the Regulations of the Commissioner of
Education each Board of Education must use for the
establishment and rotation of its list of Impartial
Hearing Officers on the NYSED VESID website

NYSSBA LEGISLATIVE LIAISON XIII. NYSSBA LEGISLATIVE LIAISON

Open

APPOINTMENTS FOR SCHOOL DISTRICT REGISTRATION & ELECTIONS XIV. APPOINTMENTS FOR SCHOOL DISTRICT REGISTRATION & ELECTIONS

Chief Election Inspector/ \$16.00/hr
Assistant Clerk
Board of Registrars/ Election Workers/
Election Inspectors \$12.00/hr

Nancy Sharapata

Barbara Witthohn, Geraldine Leo, Corrine Samon,
Donna Ryan, Eileen Scudlo, Connie Hoemel,
Karen Bustamante, Charlene Winter, Ellen Smith,
Linda McGarvey, Patricia Brink, Gail Farley,
Jackie Marino, Patricia Podesta, Karin Colletti,
Francis Bustamante, Maria Lethin, Laura Lynn
Browning, Joanne Petruzzelli, Dylan Bustamante,
Pat Resky

XV. ADJOURN REORGANIZATION MEETING

REGULAR MEETING

RESOLVED, that the Board of Education adjourn the reorganization meeting and enter into the
regular meeting.
At 6:20 p.m. on motion by Ms. Berenblatt seconded by Mrs. McKeown, the motion to adjourn the
reorganization meeting and enter into the regular meeting was unanimously approved. (7-0)

EXECUTIVE SESSION At approximately 6:20 p.m. a motion to enter executive session for the purpose of discussing the status of negotiations with administrators was made by Mr. Melito, seconded by Mr. Katz and unanimously approved. (7-0)
 At approximately 6:40 p.m. the Board resumed the regular meeting.

APPROVAL OF MINUTES The Minutes of the Regular Meeting of June 20, 2011 and Special Meeting of June 28, 2011 was approved on motion by Mr. Katz, and seconded by Mrs. McKeown. (6-1)
 Voting Yes: D. Bencivenga, R. Katz, L. McKeown, T. Melito, G. Antolini, N. Montalto
 Abstain: A. Berenblatt for reason of being a new board member and not voting on items in minutes.

QUESTIONS FROM VISITORS ON AGENDA ITEMS The Board of Education addressed questions visitors on agenda items.

NEW BUSINESS

SCHOOL BOARD MEETINGS 2011-2012 1. **SCHOOL BOARD MEETINGS 2011-2012: RESOLVED**, that the schedule of meetings in the 2011-2012 school year for the Babylon Board of Education be approved.
 On motion by T. Melito, seconded by R. Katz, Resolution 1 was unanimously approved. (7-0)

OMNIBUS MOTION On motion by T. Melito, seconded by A. Berenblatt, an omnibus motion to move Items 2-28 was approved (7-0).
 On omnibus motion by L. McKeown, seconded by T. Melito an omnibus motion to move Items 2-28 was approved (7-0).

LEAVE OF ABSENCE 2. **LEAVE OF ABSENCE: RESOLVED**, that the Board of Education approve the request from Michael DeJoseph, physical education teacher, for an unpaid leave of absence effective July 1, 2011 to June 30, 2012.

LEAVE OF ABSENCE 3. **LEAVE OF ABSENCE: RESOLVED**, that Peter R. Daly, Deputy Superintendent, is granted an unpaid leave of absence from his tenured position effective September 1, 2011 to June 30, 2012.

CONTINUATION OF PROBATIONARY APPOINTMENT DIRECTOR OF ATHLETICS, PHYSICAL EDUCATION AND HEALTH 4. **CONTINUATION OF PROBATIONARY APPOINTMENT DIRECTOR OF ATHLETICS, PHYSICAL EDUCATION AND HEALTH: RESOLVED**, that on the recommendation of the Superintendent, the Board of Education approve the continuation of the probationary appointment of Michael DeJoseph as the Director of Athletics, Physical Education and Health effective July 1, 2011 to June 30, 2012.

APPOINTMENT PART-TIME SPEECH AND LANGUAGE THERAPIST 5. **APPOINTMENT PART-TIME SPEECH AND LANGUAGE THERAPIST: RESOLVED**, that the Board of Education approve the appointment of Catherine H. Schipf as a part-time (.4) speech and language therapist assigned to the Babylon Junior-Senior High school effective September 1, 2011 to June 30, 2012. Compensation for this assignment to be .4 FTE of Step 1 of the MA column of the 2011-2012 teachers' salary schedule.

CASUAL APPOINTMENTS 6. **CASUAL APPOINTMENTS: RESOLVED**, that the Board of Education approve the following casual appointments. Compensation for these assignments to be in accordance with the 2011-2012 teachers' salary agreement.
 Catherine H. Schipf, speech and language therapist, summer school program from 7/5/11 to 8/12/11.
 Andrew Sheltz, Biology Regents Review, from 7/11/11 to 8/17/11

- CHANGE IN CIVIL SERVICE TITLE**

7. **CHANGE IN CIVIL SERVICE TITLE: RESOLVED**, that the Board of Education approve the change in the civil service title of Constance O’Shea from 12 month Clerk Typist to 10 month Clerk Typist effective July 1, 2011. Compensation for this assignment to be Column H, Step 11 of the Civil Service Clerical Employees Association.
- MEMORANDUM OF AGREEMENT**

8. **MEMORANDUM OF AGREEMENT: RESOLVED**, on the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement between the Babylon School Administrators’ Association and the Babylon Board of Education regarding the position of Director of Athletics, Physical Education and Health dated July 6, 2011.
- MEMORANDUM OF AGREEMENT**

9. **MEMORANDUM OF AGREEMENT: RESOLVED**, on the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement between the Babylon School Administrators’ Association and the Babylon Board of Education dated July 6, 2011, as more fully discussed in executive session, and hereby authorizes the President of the Board to execute a contract incorporating said terms and conditions.
- AMENDMENT TO EMPLOYMENT AGREEMENT OF SUPERINTENDENT**

10. **AMENDMENT TO EMPLOYMENT AGREEMENT OF SUPERINTENDENT: RESOLVED**, that the Board of Education hereby approves an Amendment to Employment Agreement between the Board of Education and Dr. Ellen Best-Laimit, as more fully discussed in executive session, and hereby authorizes the President of the Board to execute said Agreement on behalf of the Board of Education.
- CENTRAL OFFICE ADMINISTRATORS**

11. **CENTRAL OFFICE ADMINISTRATORS: RESOLVED**, that the Board of Education hereby approve the salaries and fringe benefit agreements for the 2011-2012 school year for the Central Office Administrators as attached.
- CONFIDENTIAL/MANAGERIAL PERSONNEL**

12. **CONFIDENTIAL/MANAGERIAL PERSONNEL: RESOLVED**, that the Board of Education hereby approve the salaries and fringe benefit agreement for the 2011-2012 school year for the confidential personnel as listed on Confidential Schedule “A”.
- TECHNOLOGY MANAGER & DIRECTOR OF FACILITIES**

13. **TECHNOLOGY MANAGER & DIRECTOR OF FACILITIES: RESOLVED**, that the Board of Education hereby approve the salaries and fringe benefit agreement for the 2011-2012 school year for the Technology Manager and Director of Facilities as listed on Confidential Schedule “B”.
- APPROVAL FOR NIGHT AND WEEKEND DIFFERENTIAL**

14. **APPROVAL FOR NIGHT AND WEEKEND DIFFERENTIAL: RESOLVED**, that the Board of Education approve the night and weekend differential for the following buildings and grounds staff for the 2011-2012 school year:
Night Differential: John Barbaretti, Lisa Brunjes, Stephen DeRusso, Simone Genua, Joseph Jones, James Lind, David Marcopoulos, Genero Peralta, Frank Suriano, Nelson Torres
Weekend Differential: Stephen DeRusso, Vincent Whitnum
- APPOINTMENT ALTERNATE SUBSTITUTE SERVICE**

15. **APPOINTMENT ALTERNATE SUBSTITUTE SERVICE: RESOLVED**, that the Board of Education approve the appointment of Elizabeth Palumbo as the alternate substitute service effective May 30, 2011 to June 10, 2011. Compensation for this assignment to be \$14.50/hour.
- INTERNAL CLAIMS AUDITOR AGREEMENT**

16. **INTERNAL CLAIMS AUDITOR AGREEMENT: RESOLVED**, that the Board of Education authorize the President of the Board of Education to execute an agreement between the Babylon Union Free School District and Dennehy Accounting Services, Inc. for internal claims auditing services from July 1, 2011 to June 30, 2012.
- INTERNAL AUDITOR AGREEMENT**

17. **INTERNAL AUDITOR AGREEMENT: RESOLVED**, that the Board of Education authorize the President of the Board of Education to execute an agreement between the Babylon Union Free School District and Nawrocki Smith LLP for internal auditing services performed from July 1, 2011 to June 30, 2012.

- IRS 403B PLAN RENEWAL SERVICES AGREEMENT** 18. **IRS 403B PLAN RENEWAL SERVICES AGREEMENT: RESOLVED**, that the Board of Education approve the renewal services agreement between the Babylon Union Free School District and OMNI Financial Group, Inc. for the 2011-2012 school year.
- FITZHARRIS INSURANCE TPA** 19. **FITZHARRIS INSURANCE TPA: RESOLVED**, that the Board of Education approve the agreement between the Babylon UFSD and Fitzharris Agency, Inc. to act as a third party administrator for the district’s self funded workers compensation program for the 2011-2012 school year.
- SECURITY SERVICES AGREEMENT** 20. **SECURITY SERVICES AGREEMENT: RESOLVED**, that the Board of Education approve the appointment of Investigative Professionals Inc. to perform security services from July 1, 2011 through June 30, 2012.
- E-RATE PROCESSING SERVICE AGREEMENT** 21. **E-RATE PROCESSING SERVICE AGREEMENT: RESOLVED**, that the Board of Education approve the Annual E-Rate Consultant Service contract with Integra Consulting and Computer Services, Inc. from July 1, 2011 to June 30, 2012.
- SPECIAL EDUCATION SERVICE AGREEMENTS** 22. **SPECIAL EDUCATION SERVICE AGREEMENTS: RESOLVED**, that the Board of Education approve the service agreements for special education services for the 2011-2012 school year provided by Bilinguals Inc. (SE#1), Tammy Rogers (SE#2), Theresa Aherne Lang (SE#3)
- COMMITTEE ON SPECIAL EDUCATION AND CPSE** 23. **COMMITTEE ON SPECIAL EDUCATION AND COMMITTEE ON PRESCHOOL SPECIAL EDUCATION: RESOLVED**, that the recommendations from the Committee on Special Education and Committee on Preschool Special Education for June 2011 be accepted.
- CPSE FORMS** 24. **CPSE FORMS: RESOLVED**, that the Committee on Preschool Special Education is requesting that the Board of Education appoint the Administrator for Special Education as their designee for the 2011-2012 school year to sign all necessary and appropriate TAF forms and STAC forms concerning the placement of preschool students.
- TEXTBOOK ADOPTION** 25. **TEXTBOOK ADOPTION: RESOLVED**, that the Board of Education adopt the following textbooks proposed for the 2011-2012 school year:
World Languages: Conexiones-Comunicación y cultura 2010 – Prentice Hall/Pearson
Images Trois, 1999, McDougal Littell
- APPOINTMENT DISTRICT REPRESENTATIVES** 26. **APPOINTMENT DISTRICT REPRESENTATIVES: RESOLVED**, that the Board of Education of the Babylon UFSD designates District representatives for the 2011-2012 school year to have the authority to initiate referrals to the Committee on Special Education pursuant to NYS Education Law 4401-a(1): Dr. Ellen Best-Laimit, Dr. Peter R. Daly, Lisa Carelli-Lang, Yvette Chase, Daniel D’Amico, Joanne Fasano, Dr. Randee Bonagura, Steve Goldberg, Anne May, Dr. Clare Savage, Dana Spincola, Dr. Nancy Welch, Jessica Linder, Al Cirone, Patricia Bocchimuzzo, Dennis McGovern, Lisa Consolo. All other professional staff shall be authorized to request a referral to the Administrator for Special Education which shall be made on the form approved by the Administrator for Special Education.
- COOPERATIVE BIDDING PROGRAM** 27. **COOPERATIVE BIDDING PROGRAM: WHEREAS**, the Board of Education, Babylon School District of New York State (the “School District”) wishes to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Nassau County (“Nassau BOCES”) for the 2011-2012 school year for the purchase of various commodities and/or services as authorized by and in accordance with the Education Law and General Municipal Law, Section 119-o; and **WHEREAS**, the District, more particularly, wishes to participate in the joint cooperative bid for 09/10-019x Roof Maintenance and Repairs Ext#1. **NOW THEREFORE, BE IT RESOLVED** that the School District hereby appoints Nassau BOCES as its representative and agent in all matters related to the Cooperative Bidding Program, including but limited to responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the School District and making recommendations thereon, and **BE IT FURTHER**

RESOLVED that Nassau BOCES is hereby authorized to award cooperative bids on behalf of the School District to the bidder deemed to be the lowest responsible bidder meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts and to enter into contracts for the purchase of the commodities and/or services as authorized herein, and BE IT FURTHER RESOLVED, that the School District hereby authorizes its School Business Administrator or his/her designee on behalf of the School district to participate in cooperative bidding conducted by Nassau BOCES and if requested to furnish Nassau BOCES an estimated minimum number of units that will be purchased and such other documents and information which may be reasonable necessary or useful in conducting the Cooperative Bidding Program, and BE IT FURTHER RESOLVED, that the School District agrees to assume its equitable share of the administrative costs of the cooperative bidding program and all of its obligations and responsibilities pursuant to any contract that may be awarded by Nassau BOCES on behalf of the School District.

STANDARD WORK DAY AND REPORTING RESOLUTION

28. **STANDARD WORK DAY AND REPORTING RESOLUTION: BE IT RESOLVED**, that the Babylon Board of Education hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Work Day SS# (Hrs/Day)	Term Begins/ Ends	Participates in the Employer's Time Keeping System (Y/N)	Days/Month Based on Record of Activities
<u>Appointed Officials</u>					
District Clerk	Linda Pesce	**** 7	7/1/11-6/30/12	Y	n/a
District Treasurer	Patricia Smith	**** 7	7/1/11-6/30/12	Y	n/a

OTHER BUSINESS

Appointments for Board members to Board committees are as follows:

- Audit - G. Antolini, chairperson, A. Berenblatt, D. Bencivenga
- Finance - L. McKeown, chairperson, G. Antolini
- Technology - D. Montalto, chairperson, R. Katz
- Policy - A. Berenblatt chairperson, R. Katz
- Buildings and Grounds - T. Melito, chairperson, D. Montalto, R. Katz

Building Liaisons were appointed as follows:
 ES-D. Montalto, GS-A. Berenblatt, HS-L. McKeown

The Board of Education will tour and inspect the school buildings on Thursday, September 1, 2011 at 8:00 a.m. The Board committee to evaluate the teachers' contract will be scheduling a meeting.

REPRESENTATIVES OF ORGANIZATIONS QUESTIONS FROM VISITORS

As there were no representatives from organizations, the Board moved on to the next item.

The Board of Education addressed questions and/or comments from visitors regarding: the increase in the contract fee for legal counsel, status of Rowe Hall repair projects, Wellness policy, amount of field trips and memo's at end of school year.

FUTURE BOARD MEETINGS

A Regular Meeting of the Board of Education will be held on July 25, 2011 at 7:00 p.m. in the Babylon Junior-Senior High School library.

ADJOURNMENT

At 7:40 p.m. there being no other items for discussion, the meeting was adjourned on motion by Mrs. McKeown, seconded by Mr. Melito and approved. (7-0)