

**DEER PARK UFSD
BOARD OF EDUCATION
NOVEMBER 29, 2016
OPEN MEETING AGENDA - 8:00 PM
ADMINISTRATION BLDG.**



- I. Call to Order.
- II. Roll Call, Members, Board of Education.
- III. **APPROVAL OF MINUTES**

Recommend that the Board of Education make the necessary corrections and move for the approval of the Minutes of the Open Meeting of October 25, 2016 and the Work Session of November 15, 2016.

IV. **PRESENTATIONS**

**Nawrocki Smith, LLP will
present the District's
Audit Report for 2015-2016**

~~~

V. **NEW BUSINESS:**

1. **2015-2016 DISTRICT AUDIT REPORT**

*Recommend, that the Board of Education approve the following resolution:*

**RESOVLED**, that the Board of Education accept the Independent Audit Report from Nawrocki Smith LLP for the fiscal year 2015-2016.

The Information is available at the following locations:

|                       |                     |
|-----------------------|---------------------|
| Administration Bldg.  | Deer Park Library   |
| 1881 Deer Park Avenue | 44 Lake Avenue      |
| Deer Park, NY 11729   | Deer Park, NY 11729 |

## **2. 2016-2017 BUDGET CALENDAR**

*Recommend that the Board of Education approve the following Resolution:*

**RESOLVED**, that the Board of Education approve the 2016-2017 Budget Calendar.

## **3. 2016-2017 HOMELESS LIASONS**

*Recommend that the Board of Education approve the following Resolution:*

**RESOLVED**, that the following staff are approved as Homeless Liasons for the 2016-2017 school year.

Mr. James Cummings – Asst. Superintendent for PPS  
Mr. Jim Petti – District Attendance Teacher  
Ms. Barbara Charity & Ms. Chenoa Ludwig – High School Social Worker's  
Ms. Kara Hanson-Micucci, Mr. David Kessler, Ms. Amanda Luciano – HS Psychologist's  
Ms. Kescha Correa – Robert Frost Social Worker  
Ms. Iris Marchon – Robert Frost Psychologist  
Ms. Carol Miller-Douglas – John F. Kennedy Social Worker  
Ms. Michelle Cangelosi – John F. Kennedy Psychologist  
Ms. Francine Fair – John Quincy Adams Social Worker  
Ms. Theresa Ceruti – John Quincy Adams Psychologist  
Ms. Andrea Nelson-Williams – May Moore Social Worker  
Mr. Scott Agnew – May Moore Psychologist

## **4. SECOND READING AND APPROVAL OF POLICIES**

*Recommend, that the Board of Education approve the following Resolution:*

**RESOLVED**, that the Board of Education approve the following policies as accepted and adopted by the Board of Education and placed in the Board of Education policy manual.

- #0110 – Prohibition Against Sexual Misconduct
- #1900 – Parent and Family Engagement
- #4325 – Academic Intervention Services
- #5100 – Student Attendance
- #6645 – Capital Assets Accounting

**5. DESTRUCTION OF BALLOTS FROM MAY 17, 2016 ANNUAL BUDGET VOTE AND ELECTION**

*Recommend, that the Board of Education approve the following Resolution:*

**RESOLVED**, that pursuant to Education Law Section 2034(6)(b), the Board of Education hereby authorizes the District Clerk to unseal and open the ballot boxes and to destroy all the ballots contained therein, together with the unused ballots from the May 17, 2016 Annual District Budget Vote.

**6. MONETARY DONATION FROM SHOPAROO TO JOHN F. KENNEDY SCHOOL**

*Recommend, that the Board of Education approve the following Resolution:*

**RESOLVED**, that the Board of Education accept a donation from Shoparoo of \$188.59 to be deposited in the JFK Spirit Account.

**7. SCHOOL TAX EXEMPTION FOR VETERANS – COLD WAR EXEMPTION**

*Recommend, that the Board of Education approve the following Resolution:*

**RESOLVED**, that pursuant to NYS Real Property Tax Law section 458-b (“the law”), effective immediately, all qualified individuals who make application in accordance with the law, shall be granted the same benefits and to the same extent as granted by the Town of Babylon, and it is further

Resolved, that nothing contained herein shall prevent the Board of Education from at any time increasing, decreasing, modifying, maintaining or discontinuing this exemption irrespective of action which may be taken by the Town of Babylon.

**8. PROPERTY TAX CAP LEGISLATION**

*Recommend, that the Board of Education approve the following Resolution:*

Whereas, on June 20, 2011 Governor Andrew Cuomo signed the Property Tax Cap Legislation into law;

Whereas, Chapter 97 of the Laws of 2011 established a tax levy limit (generally referred to as the tax cap) that affects all local governments (including counties, cities, towns, villages and fire districts) and school districts in New York State;

Whereas, the 2017-2018 budget cycle will mark the sixth year of the tax cap;

Whereas, this law was initially publicized as a 2% tax levy cap;

Whereas, under this law, the property taxes levied by affected local governments and school districts generally cannot increase by more than 2 percent, or the rate of inflation, whichever is lower;

Whereas, for the first two years under this law the rate of inflation was greater than 2%;

Whereas, for the last three years under the law, the rate of inflation has been less than 2%;

Whereas, for the 2016-2017 school year, the tax cap was set at 0.12%, or essentially zero;

Whereas, for the 2017-2018 budget cycle, the New York State Comptroller has forecasted the rate of inflation to be about 1%, thus resulting in the fourth consecutive year below 2%;

Whereas, a fluctuating tax cap has made long-range fiscal planning and budgeting all but impossible;

Whereas, a 1% increase in the Deer Park Union Free School District tax levy would only support an increase of roughly \$682,000,

Whereas, the State of New York is forecasting a 8.5% increase in healthcare for 2017, which will result in a budgetary increase in excess of \$1.2 million and thus by itself far exceeds Deer Park's allowable levy increase under the cap;

Whereas, the Deer Park Union Free School District as a service-oriented entitle has approximately 80% of its' budget comprised of salary and benefits for employees who support services and programs for students;

Whereas, for the 2017-2018 school year, the Deer Park Union Free School District would have no choice but to decrease services, programs, and other student offerings in order to comply with a 1% levy cap;

Be it resolved, that the Deer Park Union Free School District Board of Education calls upon Governor Cuomo and our State Legislators to remove the connection between the tax cap and the rate of inflation, thus resulting in a 2% tax levy cap.

## **9. APPOINTMENT OF DISTRICT OFFICERS**

*Recommend, that the Board of Education approve the following Resolution:*

**RESOLVED**, that the following staff be approved as District Officers as of December 1, 2016 and for the remainder of the 2016-2017 school year:

- (a) District Treasurer - Renee Pappone
- (b) Second Deputy Treasurer – Lynda Emig

VI. **APPROVAL OF SCHEDULES**

*Recommend, that the Board of Education approve the following schedules collectively:*

**NON-INSTRUCTIONAL**

**SCHEDULE -- NN --APPOINTMENTS (Non-Instructional)**

**Carey LaCalamita**

Deer Park High School

Position: Provisional School Attendance Aide

Salary/Step: \$17,490

Effective 11/28/2016

Salary prorated at \$12,576.16

**Renee Pappone**

District Office

Position: Principal Account Clerk

Salary/Step: \$56,714

Effective 11/14/2016

Salary prorated at \$35,992

**SCHEDULE -- NNPS --PER DIEM SUBSTITUTES (Non-Instructional)**

**Patricia Forte-Williams**

District Wide

Position: Substitute Clerical

Salary/Step: \$12/hour

Effective 11/2/2016

**Susan Garcia**

District Wide

Position: Substitute Non-Instructional Aide

Salary/Step: \$9.00/hr

Effective 11/9/2016

**Gerald Gilbert**

District Wide

Position: B & G Substitute

Salary/Step: \$10.50/hour

Effective 11/2/2016

**Denise Mastrangelo**

District Wide

Position: Substitute Clerical

Salary/Step: \$12/hour

Effective 10/26/2016

**Irene Moschouris**

District Wide

Position: Substitute Non-Instructional Aide

Salary/Step: \$9/hour

Effective 11/23/2016

Reinstate as substitute aide

**Tracie Reina**

District Wide

Position: Substitute Non-Instructional Aide

Salary/Step: \$9.00/hr

Effective 11/9/2016

**Melissa Serrell**

District Wide

Position: Substitute Clerical

Salary/Step: \$12/hour

Effective 11/2/2016

**Joanna Tarzi**

District Wide

Position: Substitute Clerical

Salary/Step: \$12/hour

Effective 11/23/2016

**SCHEDULE -- OO --RESIGNATIONS / RETIREMENTS / REMOVALS / TERMINATIONS  
(Non-Instructional)**

**Thomas Anatra**

Memorial

Position: Groundsman

Salary/Step:

Effective 11/15/2016

Resignation for the purpose of retirement. No outstanding obligation to the district.

**Thomas Helmstadt**

John F Kennedy Intermediate School

Position: Night Custodian

Salary/Step:

Effective 1/31/2017

Resignation for the purpose of RETIREMENT. No outstanding obligation to the district.

**Susan McCann-Crescenzo**

Deer Park High School

Position: Attendance Aide

Salary/Step:

Effective 11/28/2016

Resignation. No outstanding obligation to the district.

**Joanne Zinck**

District Wide

Position: School Nurse

Salary/Step:

Effective 11/9/2016

Termination. No outstanding obligation to the district.

**SCHEDULE -- QQ --LEAVES OF ABSENCE (Non-Instructional)**

**Thomas Anatra**

Memorial

Position: Groundsman

Salary/Step:

Effective 10/20/2016 - 11/21/2016

Extension of Unpaid Medical LOA (WC)

**Susan Cangelosi**

Transportation

Position: Bus Driver

Salary/Step:

Effective 11/7/2016 - 11/18/2016

11/7/16-11/13/16 Paid Medical LOA (FMLA) 11/16/16-11/18/16

Unpaid Medical LOA (FMLA)

**Lisa Depre**

May Moore School

Position: Non-Instructional Cafeteria Aide

Salary/Step:

Effective 11/1/2016 - 12/1/2016

Extension of Unpaid Medical LOA

**James Kerr**

Transportation

Position: Bus Driver

Salary/Step:

Effective 10/26/2016 - 12/6/2016

Extension of Unpaid Medical LOA (WC)

**Linda Martinez**

District Office

Position: Account Clerk Typist

Salary/Step:

Effective 12/21/2016 - 2/3/2017

12/21/16-1/24/17 Paid Maternity LOA (FMLA) 1/25/17-2/3/17

Unpaid Maternity LOA (FMLA)

**Michael McEvoy**

Memorial

Position: Groundsman

Salary/Step:

Effective 11/15/2016 - 11/16/2016

Extension of Unpaid Medical LOA (WC)

**Masy Nicholson**

May Moore School

Position: Nurse

Salary/Step:

Effective 10/29/2016 - 11/23/2016

Extension of Unpaid Medical LOA (FMLA)

**Frank Patruno**

Transportation

Position: Bus Driver

Salary/Step:

Effective 10/11/2016 - 12/23/2016

Unpaid Medical LOA (FMLA)

**Elaine Saal**

John F Kennedy Intermediate School

Position: Non-Instructional Cafeteria Aide

Salary/Step:

Effective 10/22/2016 - 12/1/2016

Extension of Unpaid Medical LOA (FMLA)



**Paul Vultaggio**

Memorial

Position: Groundsman

Salary/Step:

Effective 11/1/2016 - 12/12/2016

Extension of Unpaid Medical LOA (WC)

**Dennis Walker**

Transportation

Position: Bus Driver

Salary/Step:

Effective 10/17/2016 - 11/23/2016

10/17/16-10/28/16 Paid Medical LOA (FMLA) 10/29/16-11/23/16

Unpaid Medical LOA (FMLA)

**SCHEDULE -- TRN --TRANSFERS (Non-Instructional)**

**Holly Giovi**

May Moore School

Position: Registered Nurse

Salary/Step:

Effective 11/7/2016

Temporary transfer from RF to MM to fill a leave

**SCHEDULE -- W --211 WAIVERS (Non-Instructional)**

**Steven Levy**

Transportation

Position: Bus Driver

Salary/Step:

Effective 1/1/2017 - 12/31/2018

Extension of present waiver

## **INSTRUCTIONAL**

### **SCHEDULE -- LR --LONG TERM SUBSTITUTE / LEAVE REPLACEMENT (LR) APPOINTMENTS (Instructional)**

#### **Michelle Ngai**

John Quincy Adams School

Position: Leave Replacement (LTS) Elem Reading Teacher

Salary/Step: \$61,524 MA/Step 1

Effective 10/29/2016 - 1/27/2017

Salary prorated at \$16,919

### **SCHEDULE -- NPS --PER DIEM SUBSTITUTES (Instructional)**

#### **Mario Fiore**

District Wide

Position: Per-Diem Substitute Teacher/Substitute T.A.

Salary/Step: \$110/\$70 day

Effective 11/30/2016

Certification: Physical Education

#### **Jennifer Sclar**

District Wide

Position: Per-Diem Substitute Teacher

Salary/Step: \$110/day

Effective 11/23/2016

Certification: Childhood Ed 1-6

### **SCHEDULE -- NS --PERMANENT SUBSTITUTES (Instructional)**

#### **Tracey Hagen**

John F Kennedy Intermediate School

Position: Permanent Substitute Teacher

Salary/Step: \$125/day

Effective 11/9/2016 - 5/31/2017

### **SCHEDULE -- O --RESIGNATIONS / RETIREMENTS / REMOVALS / TERMINATIONS (Instructional)**

#### **Peter Miele**

Deer Park High School

Position: Permanent Substitute Teacher

Salary/Step:

Effective 10/27/2016

Resignation as permanent substitute. Remain as per-diem substitute teacher.

**SCHEDULE -P—TENURE APPOINTMENTS (instructional)**

**Ashley Lovett**

May Moore School  
Position: ESL Teacher  
Salary/Step:  
Budget Code:  
Effective Date(s): 9/1/2014-1/6/2017  
Tenure Date: January 7, 2017

**Brian Norton**

Deer Park High School  
Position: Associate Principal  
Salary/Step:  
Budget Code:  
Effective Date(s): 1/6/2014 – 1/5/2017  
Tenure Date: January 6, 2017

**Ann Marie Parks**

Robert Frost Middle School  
Position: Teaching Assistant  
Salary/Step:  
Budget Code:  
Effective Date(s): 3/10/2014 – 3/9/2017  
Tenure Date: March 10, 2017

**SCHEDULE -- Q --LEAVES OF ABSENCE (Instructional)**

**Aida Buckley**

Robert Frost Middle School  
Position: Teaching Assistant  
Salary/Step:  
Effective 11/5/2016 - 12/2/2016  
Extension of Unpaid Medical LOA (WC)

**Elissa Connell**

John Quincy Adams School  
Position: Elementary Teacher  
Salary/Step:  
Effective 10/29/2016 - 1/27/2017  
Remainder of Unpaid Child Rearing Leave

**Jeanne Kozlowsky**

Deer Park High School  
Position: Associate Principal  
Salary/Step:  
Effective 1/3/2017 - 2/10/2017  
Paid Maternity LOA (FMLA)

**Elissa Lynch**

May Moore School

Position: Elementary Teacher

Salary/Step:

Effective 11/14/2016 - 12/23/2016

Paid Medical LOA (FMLA)

**Lauren McHugh Bonin**

May Moore School

Position: Special Education Teacher

Salary/Step:

Effective 11/8/2016 - 12/16/2016

CHANGE of Dates for Paid Maternity LOA (FMLA)

**Holly O'Donnell**

Robert Frost Middle School

Position: Physical Education Teacher

Salary/Step:

Effective 11/8/2016 - 11/9/2016

Extension of Paid Medical LOA (FMLA)

**Gina Palasciano**

District Wide

Position: World Language &amp; ENL Curriculum Associate

Salary/Step:

Effective 11/3/2016 - 11/23/2016

Extension of Paid Medical LOA (WC)

**Sean Price**

Deer Park High School

Position: Teaching Assistant

Salary/Step:

Effective 1/29/2017 - 6/30/2017

Unpaid Leave of Absence to complete student teaching requirement

**Rosanna Shoostary**

May Moore School

Position: Reading Teacher

Salary/Step:

Effective 11/7/2016 - 11/23/2016

Paid Medical LOA (FMLA)

**Denise Vadala**

John Quincy Adams School

Position: Elementary Teacher

Salary/Step:

Effective 11/9/2016 - 11/23/2016

Paid Medical LOA (FMLA)

**SCHEDULE -- TTPA --TEMPORARY ASSIGNMENT (Instructional)**

**Marcella Biordi**

District Wide

Position: Title 3 ENL Parent Academy Teacher

Salary/Step: \$68.44/hour

Effective 9/1/2016 - 6/30/2017

4 sessions/2hours each session Grant Funded

**Megan Boccard**

District Wide

Position: Title 3 ENL Parent Academy Teacher

Salary/Step: \$68.44/hour

Effective 9/1/2016 - 6/30/2017

4 sessions/2hours each session Grant Funded

**Michelle Champlin**

Robert Frost Middle School

Position: Title 3 ENL Readers Book Club Advisor

Salary/Step: \$495.73/Unit 3 Units

Effective 11/1/2016 - 5/15/2017

Grant Funded

**Rebecca Corbin**

John F Kennedy Intermediate School

Position: Title 3 Grant Funded ENL After School Homework  
Helpers Teacher

Salary/Step: \$68.44/hour

Effective 10/26/2016 - 6/30/2017

**Kevin Dluginski**

Robert Frost Middle School

Position: Title 3 ENL Homework Helpers Teacher

Salary/Step: \$68.44/hour

Effective 10/26/2016 - 6/30/2017

Grant Funded

**Danielle Finocchiaro**

District Wide

Position: Title 3 ENL Parent Academy Teacher

Salary/Step: \$68.44/hour

Effective 9/1/2016 - 6/30/2017

4 sessions/2hours each session Grant Funded

**Elisabeth Gleason**

Deer Park High School

Position: Title 3 ENL Homework Helpers Teacher

Salary/Step: \$68.44/hour

Effective 10/26/2016 - 6/30/2017

Grant Funded

**Ashley Lovett**

District Wide

Position: Title 3 ENL Parent Academy Teacher

Salary/Step: \$68.44/hour

Effective 9/1/2016 - 6/30/2017

4 sessions/2hours each session Grant Funded

**Anna Marino**

John F Kennedy Intermediate School

Position: After School Social Skills T.A.

Salary/Step: \$16/hour

Effective 9/1/2016 - 6/30/2017

**Joanne Pendzinski**

John F Kennedy Intermediate School

Position: After School Social Skills T.A.

Salary/Step: \$16/hour

Effective 9/1/2016 - 6/30/2017

**Dina Peragine**

District Wide

Position: Title 3 Study Buddy Advisor

Salary/Step: \$495.73/Unit

Effective 1/1/2016 - 5/15/2017

1 Unit, Grant Funded

**Vanessa Pizzo**

District Wide

Position: Title 3 ENL Parent Academy Teacher

Salary/Step: \$68.44/hour

Effective 9/1/2016 - 6/30/2017

4 sessions/2hours each session Grant Funded

**SCHEDULE 16/BP-782 – SCHEDULES OF BILLS PAYABLE**

|                 |                      |            |
|-----------------|----------------------|------------|
| General*        | # 18                 | 10/31/2016 |
| General*        | # 20                 | 11/30/2016 |
| Trust & Agency* | # 4                  | 10/31/2016 |
| Capital*        | # 13                 | 11/30/2016 |
| Federal*        | # 9                  | 11/30/2016 |
| School Lunch*   | # 9                  | 11/30/2016 |
| WORKERS' COMP.* | Daily Check Register | 10/25/2016 |
| WORKERS' COMP.* | Daily Check Register | 10/26/2016 |
| WORKERS' COMP.* | Daily Check Register | 11/1/2016  |
| General         | # 23                 | 11/30/2016 |
| Federal         | # 10                 | 11/30/2016 |
| Capital         | # 14                 | 11/30/2016 |
| Capital         | # 15                 | 11/30/2016 |
| School Lunch    | # 10                 | 11/30/2016 |
| WORKERS' COMP.  | Daily Check Register | 11/7/2016  |
| WORKERS' COMP.  | Daily Check Register | 11/15/2016 |
| WORKERS' COMP.  | Daily Check Register | 11/15/2016 |

**SCHEDULE D – BID AWARDS**

Bids for Bid # BDP16-023 Paper and Envelopes were received and opened at 11:00 AM on October 14, 2016.

Bids were advertised in Newsday. Forms and specifications were processed in accordance with Section 103 of the General Municipal Law and bids were solicited on the Empire State Purchasing Group website at www.EmpireStateBidSystem.com.

Bids were received from the following vendors:

|                            |                   |                      |
|----------------------------|-------------------|----------------------|
| Contract Paper Group, Inc. | Lindenmeyr Munroe | Paper Mart Inc.      |
| Preferred Business         | Sharda Paper Inc. | W.B. Mason Co., Inc. |
| Worldwide Paper Corp.      |                   |                      |

Present at bid opening: Lauren von Ende, Purchasing Agent and Concetta Bertelle, Recorder. There were no vendors present.

It is recommended that the bid be awarded to the following vendors as the lowest responsible bidders meeting specifications (see attached pricing in file):

Lindenmeyr Munroe  
Paper Mart Inc.  
Sharda Paper Inc.  
W.B. Mason Co., Inc.  
Worldwide Paper Corp.

**SCHEDULE 16-E-403 - EXPLANATION OF BUDGETARY TRANSFERS**  
#T9, T10 & T11

**SCHEDULE 16-F-303 & 304 - CONTRACT REPORTS**

**SCHEDULE 11-H-16 - HOME TEACHING (regular & S/E)**  
(confidential)

**SCHEDULE 11-S-16 - SPECIAL TRANSPORTATION**  
(confidential)

**SCHEDULE 11-SE-16 - COMMITTEE RECOMMENDATIONS**  
(confidential)

VII. **RECEIPT OF SCHEDULES**

*Recommend that the Board of Education approve the following receipt of schedules collectively:*

**SCHEDULE 16-A-450 - TREASURERS REPORT**

|                         |                                    |         |
|-------------------------|------------------------------------|---------|
| Statement of Revenues - | General Fund -                     | October |
|                         | Federal Fund -                     | October |
|                         | School Lunch Fund                  | October |
| Treasurer's Report      | October                            |         |
| Cash Flow               | October                            |         |
| Claims Audit Report     | October 1, 2016 - October 31, 2016 |         |



## **SCHEDULE 16-B-780 - APPROPRIATION BUDGET STATUS REPORT**

|                                    |                               |         |
|------------------------------------|-------------------------------|---------|
| Appropriation Budget Status Report | General Fund -                | October |
|                                    | Capital Fund (Regular/Bond) - | October |
|                                    | School Lunch Fund             | October |
|                                    | Federal Fund -                | October |

|                                  |                |         |
|----------------------------------|----------------|---------|
| Extra-Classroom Activities Funds | High School -  | October |
|                                  | Robert Frost - | October |

|                               |                              |
|-------------------------------|------------------------------|
| Trial Balance<br>July/October | General                      |
|                               | Workers' Comp & Unemployment |
|                               | Federal                      |
|                               | Capital                      |
|                               | Capital Energy Cons. Proj.   |
|                               | Trust & Agency               |
|                               | Private Purpose Trust        |
|                               | Flexible Benefits            |
|                               | School Lunch                 |

### **VIII. DISCUSSION/APPROVAL**

- Approval for DECA club trip to Anaheim, CA – April 26-29, 2017
- Discussion on 2017-2018 Holiday School Calendar (Draft)

### **IX. PUBLIC BE HEARD**

### **X. QUESTIONS/COMMENTS/CONCERNS, Board of Education**

### **XI. ADJOURN**