

**Freeport Union Free School District
Freeport, New York**

**Minutes of the Board of Education Meeting
of July 1, 2003**

The annual reorganization meeting of the Board of Education of the Freeport Union Free School District was held on Tuesday, July 1, 2003, at 7:30 p.m. in the Board Room of the Administration Building. The meeting was called to order at 7:35 p.m. by Dr. Bediako, District Clerk, who also led in the pledge of allegiance. The purpose of the meeting was for the annual reorganization meeting.

Those present were:

- Ms. Sunday F. Coward, President
- Mr. Ronald J. Ellerbe, Trustee
- Dr. Joseph Cattano, Vice President
- Mr. Michael Raab, Trustee
- Ms. Carmen J. Pineyro, Trustee

Absent were:

- none

Also present were:

- Dr. Eric L. Eversley, Superintendent of Schools
- Mr. Kishore Kuncham, Assistant Superintendent for Business
- Dr. Mary Bediako, Assistant Superintendent for Personnel & Clerk of the Board
- Mr. Robert Harris, Executive Director for Curriculum, School Improvement, Professional Development and Planning
- Dr. Joshua Starr, Executive Director of Operations

Also absent were:

- None

The number of people in the audience at the opening of the meeting was approximately 5

Organization of the Board

Administration of the Oath of Office to the New Trustee

The Oath of Office was administered to Ms. Sunday F. Coward, re-elected School Board Member, by Dr. Mary Bediako, District Clerk.

Nomination and Election of Officers and Oath of Office – President

On a motion by Ms. Sunday Coward and a second by Mr. Michael Raab, Dr. Joseph Cattano was nominated for the office of President of the Board. There were no other nominations. All members present voted, the motion carried, the results were:

Ayes: Cattano, Coward, Pineyro, and Raab.

Nays: none

Abstention: Ellerbe.

The clerk administered the Oath of Office to the newly elected President.

Nomination and Election of Officers and Oath of Office - Vice President

On a motion by Dr. Cattano and a second by Ms. Pineyro, Mr. Raab was nominated for the office of Vice-President of the Board. There were no other nominations. All members present voted, the results were:

Ayes: Cattano, Pineyro and Raab,

Nays: Coward.

Abstentions: Ellerbe.

The President administered the Oath of Office to the newly elected Vice-President.

Dr. Mary Bediako, Assistant Superintendent for Personnel & Clerk of the Board, asked permission to be excused from the meeting to take care of a personal matter. Mr. Raab made a motion to appoint Mr. Robert Wayne Harris Clerk Pro Tem. The motion was seconded by Mr. Ellerbe and passed. The vote was: Cattano, Coward, Ellerbe, Pineyro and Raab.

Appointment of Officers

Mr. Raab offered the following resolution for adoption: Resolved that the Board of Education of the Freeport Union

Free School District hereby appoints the following Officers to the Board for the 2003-2004 year in accordance with Education Law. These appointments shall be in effect from July 1, 2003 and shall terminate on June 30, 2004:

- a. District Treasurer: **Debra Ferrugia**
- b. Deputy Treasurer: **Lisa Bonacci**
- c. Clerk of the Board: **Mary Bediako**
- d. Internal Claims Auditor: **Dr. James Lorthridge**
- e. Records Access Officer: **Mary Bediako**
- f. Environmental Safety Officer: **Spiro Colaitis/Herb Henry**
- g. Purchasing Officer: **Kishore Kuncham**
- h. Records Management Officer: **Denise A. Elmore**
- i. Attendance Officer **Maria Duran**

The motion was seconded by Mr. Ellerbe and the motion carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Dr. Cattano, President of the Board of Education administered the oath of office to the appointed Officers.

Appointment of the Auditor

Ms. Coward offered the following resolution for adoption: **Be it resolved** by the Board of Education of the Freeport Union Free School District that the official auditors of the District for the year 2003-2004 shall be the firm of: Coughlin Foundotos Cullen & Danowski, LLP, Certified Public Accountants.

The motion was seconded by Ms. Pineyro and the motion carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Appointment of School Attorneys and Advisors to the Board

Mr. Ellerbe offered the following resolutions for adoption: **Be it resolved**, by the Board of Education of the Freeport Union Free School District that the firm of Ingerman, Smith, LLP, is hereby appointed as general and labor counsel to the District for the 2003-2004 year.

Be it resolved that the firm of Hawkins, Delafield, and Wood, shall be appointed as bond counsel to the District for the period July 1, 2003 to June 30, 2004.

Be it resolved that New York Municipal Advisors Corporation be appointed as the financial advisors to the District for the period July 1, 2003 to June 30, 2004.

Be it resolved that the firm of Gruzen & Samton be appointed as the District's architect for the school year 2003-2004.

Be it resolved that the firm of JMOA be appointed Construction Management firm for Capital Projects for the District for the period July 1, 2003 to June 30, 2004.

The motion was seconded by Ms. Coward and carried:

Yeas: Cattano, Coward, Ellerbe, and Pineyro.

Nays: none.

Abstentions: Raab.

Appointment of the Committees on Special Education

Ms. Pineyro offered the following resolution for adoption:

Be it resolved by the Board of Education of the Freeport Union Free School District that the amended appointments to the Committees on Special Education shall be in accordance to Education Law and shall be effective for the year 2003-2004;

1. **Central CSE Committee** : - Chairperson/Administrator - Mark Stine, Diane Ditchfield; Lissette Santiago, School Building Psychologist, Parent Representatives - Lettie Carpenter, Dorothy Freeman-Jones, Kathy Haran, Doree Seiver, Physician - Dr. Denise Robinson or alternate appointed by the Board; all Special Education teachers on staff, and the child's teacher.
2. **CSE Subcommittee / Columbus** - Chairperson/Administrator - Peggy Miller; Psychologist - Arthur Dozier, Ph.D.; Delores Lloves, All Special Education teachers on staff; Nurse/ Teacher - to be named; and all parent representatives appointed for the Central CSE Committee.
3. **CSE Subcommittee / Archer** - Chairperson/Administrator - Paula Lein; Psychologist - Lissette Santiago; all Special Education teachers on staff; Nurse/ Teacher –to be determined; the child's teacher, and all parent representatives appointed for the Central CSE Committee.
4. **CSE Subcommittee / Bayview** - Chairperson/Administrator -Jelain Hubbard; Psychologist – Stephanie Metzger; all Special Education teachers on staff; the child's teacher, Nurse/ Teacher - to be named; and all parent representatives appointed for the Central CSE Committee.
5. **CSE Subcommittee /Giblyn** - Chairperson/Administrator - Harris Chandler; Psychologist - Magaly Raiehle; All Special Education teachers on staff; the child's teacher, Nurse/ Teacher - Jeanne Frein; and all parent representatives appointed for the Central CSE Committee.
6. **CSE Subcommittee / New Visions** - Chairperson/Administrator; Renee Crump, Psychologist – Jennifer Lopez; All Special Education teachers on staff; the child's teacher, Nurse/ Teacher - Toni Pincus; and all parent representatives appointed for the Central CSE Committee.
7. **CSE Subcommittee / Atkinson** - Chairperson/Administrator - Gladys Andrews; Psychologist – Patricia Murray, Ph. D., Maria Vasquez Wright, All Special Education teachers on staff; Nurse/ Teacher - Rhunette Ferguson; the child's teacher, and all parent representatives appointed for the Central CSE Committee.
8. **CSE Subcommittee / Dodd** - Chairperson / Administrator to be named later; Psychologist – Michael McGinn, Ph. D., All Special Education teachers on staff; the child's teacher, Nurse/ Teacher - Peggy Sameroff; and all parent representatives appointed for the Central CSE Committee.
9. **CSE Subcommittee / FHS** - Chairpersons/Administrators –Michael Courtney; Psychologists - Glenn Clark and Esperanza Yepes; Ph. D., Antoinette McClean, All Special Education teachers on

staff; the child's teacher, Nurse/ Teacher - Sarah Molese; and all parent representatives appointed for the Central CSE Committee.

10. **Committee on Preschool Special Education** - Chairperson/Administrator - Arthur Dozier; Parent Representatives - Lettie Carpenter, Betty Forbes, Dorothy Freeman-Jones, Kathy Haran, Doree Seiver, and Delores Lloves, Alternate, Vivian Langer, Alternate, Evaluators/Teachers on staff at State Education Department approved Preschool Special Education programs, evaluation sites, and County approved itinerant service providers; Professionals from Agencies serving child - birth to two years - all professionals on staff; Professional appointed by the County - Antonia Della Veccia Monson or alternate County designee; and the surrogate parent will be Dorothy Freeman-Jones; Evaluators / Teachers Evaluators/Teachers on staff at State Education Department approved Preschool Special Education Programs, evaluation sites, and County approved itinerant service providers; Professionals from Agencies serving child - birth to two years - all professionals on staff; Professional appointed by the County - Antonia Della Veccia Monson or alternate County designee; and the surrogate parent will be Dorothy Freeman-Jones.

BE IT FURTHER RESOLVED, that the District Clerk shall canvass the list of impartial hearing officers who have expressed a willingness to conduct hearings in Nassau County in order to assess whether such hearing officers are willing to serve as hearing officers in connection with Freeport matters and to ascertain whether there is any conflict of interest or appearance of impropriety which would preclude a hearing officer from hearing a Freeport matter.

The motions were seconded by Mr. Raab and were carried, the vote was: Cattano, Coward, Ellerbe, Pineyro and Raab.

Appointment of the School Physicians

Ms. Coward offered the following resolution for adoption: ***Be it resolved*** by the Board of Education of the Freeport Union Free School District that the following physicians shall be appointed as school physicians for the 2003-2004 school year: Dr. Denise Robinson, Dr. Stratos Kantounis, Dr. David Klein, Dr. Sue Ann Kowal.

The motion was seconded by Mr. Raab and the motion carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Appointments to the Scholarship and Honors Board

Mr. Raab offered the following resolution for adoption:

RESOLVED that the Board of Education of the Freeport Union Free School District hereby re-appoints the following members to the Scholarship and Honors Board for the three year term beginning July 1, 2003 and ending June 30, 2006:

Mr. George Coupe, Mr. Robert Tucker, Mrs. Rose Taylor, Mrs. Joyce-Lorraine Lisi.

BE IT ALSO RESOLVED that the Board of Education of the Freeport Union Free School District hereby appoints the following community members to the Scholarship and Honors Board for the three year term beginning July 1, 2003

and ending June 30, 2006:

Mr. Kenneth Bagatelle, Mr. Daniel Piñeyro.

The motion was seconded by Ms. Coward and the motion carried:

Yeas: Cattano, Coward, Ellerbe, and Raab.

Nays: none.

Abstentions: Piñeyro.

Designation of Banks as Depositories

Ms. Piñeyro offered the following resolution for adoption: ***Be it resolved*** by the Board of Education of the Freeport Union Free School District that the Bank of New York, JP Morgan Chase Bank, Citibank, Fleet Bank, North Fork Bank, Commerce Bank, Municipal Investors Service Corporation (MBAI) and NYLAF (Cadre Securities, Inc.) shall be designated as the depositories of the District for 2003-2004.

The motion was seconded by Ms. Coward and unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Appointment of the Official Papers

Mr. Ellerbe offered the following resolution for adoption: ***Be it resolved*** by the Board of Education of the Freeport Union Free School District that The Freeport/Baldwin Leader, and the Long Island Graphic, two papers with local distribution, shall be designated as the official papers for the purpose of placing legal advertisements; and that Newsday shall be designated as the official alternate paper for the purpose of placing legal advertisements on an emergency and need basis.

The motion was seconded by Ms. Coward and the motion carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Authorization of Petty Cash Accounts

Ms. Coward offered the following resolution for adoption: ***Be it resolved*** by the Board of Education of the Freeport Union Free School District that petty cash accounts be established for the School Year 2003-2004. These accounts shall be established as follows:

- District Clerks Office - in the amount of \$100;
- Senior Account Clerk, Business Office - in the amount of \$100;
- Account Clerk, Business Office - in the amount of \$100;
- High School Principal - in the amount of \$100;
- Dodd Middle School Principal - in the amount of \$100;
- Atkinson School Principal - in the amount of \$100;

- Archer Street School Principal - in the amount of \$100;
- Leo F. Giblyn School Principal - in the amount of \$100;
- Bayview Avenue School Principal - in the amount of \$100;
- New Visions School Principal - in the amount of \$100;
- Columbus Avenue School Principal - in the amount of \$100; and
- Cafeteria - in the amount of \$100.

The motion was seconded by Ms. Pineyro and unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Authorization to Make Budget Transfers

Mr. Ellerbe offered the following resolution for adoption: *Be it resolved* by the Board of Education of the Freeport Union Free School District that the Superintendent of Schools is hereby authorized to make budget transfers in accordance with the regulations as set forth by the Commissioner of Education and in accordance with the policy on budget transfers as set forth by the Board.

The motion was seconded by Ms. Coward and unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Authorization to Open Bids

Ms. Pineyro offered the following resolution for adoption: *Be it resolved* by the Board that the following employees be authorized to receive and open bid proposals for the year 2003-2004:

- Superintendent of Schools
- Assistant Superintendents of School
- Executive Directors
- Purchasing Official
- Clerk of the Board
- Director of Facilities and Operations
- Assistant Business Manager
- Computer Operations Manager
- Program Directors
- Transportation Supervisor

Further resolved that any three shall be present at all bid openings in accordance with Board policy.

The motion was seconded by Ms. Coward and unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Establishment of District Rates

Mr. Raab offered the following resolution for adoption: Resolved that the Board hereby establishes the following schedule of rates:

Use of Facilities (Buildings) and Fields shall be in accordance with the regulations here attached and the fee

schedule shall be as follows: (1) \$10 room charge per day; (2) \$250 security deposit; (3) Auditorium Usage - \$100 for the first two hours and \$50 per hour for each hour thereafter; (4) AV Supervisor - \$27 per hour; (5) AV Technician - \$7.50 per hour; (6) Custodial - \$30 per hour weekends and holidays; (7) One (1) security person required for every 100 attendees; (8) Security - \$30 per hour at all times; (9) Field permit for an 8 week period (July and August only) - \$250 and a \$250 security deposit; (10) Cafeteria and gymnasium usage at \$25 per day.

- Authorized Reimbursable Travel Mileage Allowance shall be set at the IRS rate .
- School Lunch Prices shall be as follows:
 - Early Childhood Lunch - \$0.85
 - Elementary (1-6) - \$1.25
 - Secondary (7-12) - \$1.50
 - Milk - \$0.30
 - Chocolate Milk - \$0.35
 - Substitute Teacher Rates shall be as follows:
 - the daily rate - \$100; and permanent substitute teacher rate - \$125.

The motion was seconded by Ms. Coward and the motion was unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Designation of Authorized Signatures on Checks

Ms. Coward offered the following resolution for adoption: Be it resolved that the Treasurer be authorized to sign checks on behalf of the District for the period to begin July 1, 2003 and end June 30, 2004; and further resolved that, in the absence of the Treasurer, the Assistant Treasurer, shall be authorized to sign checks on behalf of the District for the period to begin July 1, 2003 and end June 30, 2004.

The motion was seconded by Mr. Raab and the motion was unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Certification of Payrolls

Ms. Pineyro offered the following resolution for adoption: Resolved by the Board of Education of the Freeport Union Free School District that the Superintendent of Schools or his or her designee shall be designated as the authorized person to certify the payrolls of the District from July 1, 2003 to June 30, 2004.

The motion was seconded by Ms. Coward and unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Authorization to Approve Conferences

Mr. Ellerbe offered the following resolution for adoption: *Be it resolved* by the Board of Education of the Freeport Union Free School District that the Superintendent of Schools or his or her designee, shall be designated as the authorized persons to approve employee requests to attend conferences for the year 2003-2004.

The motion was seconded by Ms. Coward and unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Bonding of Employees

Mr. Raab offered the following resolution for adoption: *Be it resolved* by the Board of Education of the Freeport Union Free School District in accordance with the Laws of the State of New York, that the following employees and officers of the Board shall be bonded for the amounts specified for the year 2003-2004; that the Treasurer shall be bonded in the amount of \$400,000; and that the Assistant Treasurer shall be bonded in the amount of \$400,000; and that the Assistant Superintendent for Business shall be bonded in the amount of \$400,000; and that the Manager for Computer Operations shall be bonded in the amount of \$100,000; and that the Personal Computer Support Technician shall be bonded in the amount of \$100,000; and that the District Clerk shall be bonded in the amount of \$100,000; and that the Central Treasurer Extra Classroom Activity in the amount of \$100,000; and that the Internal Claims Auditor shall be bonded in the amount of \$100,000.

The motion was seconded by Ms. Coward and unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Acceptance of State and Federal Funds

Ms. Coward offered the following resolutions for adoption: *Be it resolved* by the Board of Education of the Freeport Union Free School District that the Board accepts, as a necessary preliminary, any and all State and Federal funds that are to be used for the improvement of the Educational System of the Freeport Public Schools.

And be it also resolved that the Board of Education of the Freeport Union Free School District hereby authorizes the Superintendent of Schools to apply for and accept all grants from governmental and private organizations.

The motions were seconded by Ms. Pineyro and unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Indemnification of School Board Members and Employees

Mr. Ellerbe offered the following resolution for adoption: *Be it resolved* by the Board of Education of the Freeport Union Free School District that all Trustees, Officers, Employees, and Agents of the Board shall be afforded the defense and indemnification protections in accordance with Public Officers Law §18, and or any successor statute, and the protections in accordance with Education Law §3811.

The motion was seconded by Mr. Raab and the motion carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Authorization of Board Memberships

Ms. Piñeyro offered the following resolution for adoption: *Be it resolved* by the Board of Education of the Freeport Union Free School District that the Board agrees to and does hereby authorize membership in the following organizations related to education for the year 2002-2003:

New York State School Boards Association

Nassau - Suffolk School Boards Association

National School Boards Association

R. E. F. I. T.

National Alliance of Black School Educators

National Caucus of Hispanic School Board Members

And

New York State Magnet Schools

The motion was seconded by Mr. Raab and the motion carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Authorization to Enter into Agreements

Ms. Coward offered the following resolution for adoption: ***Be it resolved*** that the Superintendent of Schools is hereby authorized and directed to enter into resolution agreements resolving impartial hearings on behalf of the Board of Education when in his or her judgment the proposed resolution is in the best interest of the District.

The motion was seconded by Mr. Raab and unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Appointment of the Board of Registration

Mr. Ellerbe offered the following resolution for adoption: ***Be it resolved*** by the Board of Education of the Freeport Union Free School District that the Board of Registration shall be appointed in accordance with Education Law, and shall serve until thirty days following the next Election; the Board hereby appoints: Denise A. Elmore; Jo Ann Cook; Frank Tucker; Susan Stamidis; and Janice Falco.

The motion was seconded by Ms. Coward and unanimously carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

Questions From the Public

The public was then given the opportunity to address the Board of Education. Each speaker was allowed to address the Board for six minutes on the other items for action. The Board and administration addressed the comments from the public.

OTHER ACTION

Approval of CSE and PSE Meetings

Mr. Raab offered the following resolution for adoption:

RESOLVED that the Board of Education hereby accepts the minutes of the meetings of the committees on Special Education and Preschool Special Education for the following dates:

May 28, 2003; May 29, 2003; June 4, 2003; June 5, 2003; June 6, 2003; June 18, 2003; June 23, 2003.

The motion was seconded by Ms. Coward and unanimously carried: Cattano, Pineyro and Raab.

Ratification of an Agreement to Extend a Contract

Mr. Raab offered the following resolution for adoption: *Be it resolved* that the Board of Education of the Freeport Union Free School District hereby ratifies an agreement to extend a contract between the Freeport School Administrators Association and the Freeport Union Free School District effective July 1, 2003 through June 30, 2004 (as attached). The Board hereby authorizes the Superintendent of Schools to sign said agreement.

The motion was seconded by Ms. Coward and the motion carried: Cattano, Coward, Ellerbe, Pineyro and Raab.

The Superintendent made a request that the Board meet during the week of July 14, 2003, so that they could discuss the Attendance Policy. A tentative meeting was set for Wednesday, July 16, 2003 at 7:30 p.m.

Adjournment

At 9:06 p.m., on a motion by Mr. Raab and seconded by Ms. Pineyro and with no other business for the evening, the meeting was adjourned. The vote was unanimous: Cattano, Coward, Ellerbe, Pineyro and Raab.

Next Meeting

The next regularly scheduled meeting of the Board of Education will be held on August 13, 2003. The purpose of the meeting is a planning and tax rate meeting. The meeting is scheduled for 7:30 p.m. in the Board Room of the Administration Building.

Respectfully submitted,

Mary Bediako, Ed.D. Robert Wayne Harris

Clerk of the Board Clerk Pro Tem