

**SHOREHAM-WADING RIVER CENTRAL SCHOOL DISTRICT**  
250B Route 25A, Shoreham, New York 11786 ~ (631-821-8100)  
**Dr. Harriet Copel, Superintendent of Schools**

**BOARD OF EDUCATION**  
**Re-Organizational Meeting Agenda**

**July 12, 2011**

The Shoreham-Wading River Central School District Board of Education is the authorized agency responsible for setting educational policy in the District. It consists of seven members who each serve three-year terms and receive no salary or other financial compensation.

The meetings, except for Executive Sessions, are held before the public. The Board of Education may convene to Executive Session immediately after opening the meeting. At the end of the Executive Session, the Board of Education will re-convene to the regular Public Meeting.

Arrival and departure times of the Board of Education members shall be noted in the minutes and within the order of events.

Each Board of Education Member voting on a motion shall be permitted to state the reason for doing so and the statement shall be noted in the minutes.

Please note: This is a tentative or draft agenda. Any item on this agenda is subject to change by addition or deletion.

**PUBLIC SESSION**

**High School Library – 8:00 PM**

**I Call to Order and Pledge of Allegiance**

**A Election of President and Vice-President for 2011-2012:**

1. President (Education Law 1701; 2504.1)
  - a. Call for nominations
  - b. Close nominations
  - c. Call for vote (roll call vote)
  - d. Oath of Faithful Performance of Office to be administered:

Oath of Faithful Performance of Office

"I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of President/Vice President according to the best of my ability."

**At this point, the Board President shall take over the meeting**

2. Vice-President
  - a. Call for nominations
  - b. Close nominations
  - c. Call for vote (roll call vote)
  - d. Oath of Faithful Performance of Office to be administered

**A. Annual Appointments:**

- a. The Superintendent recommends the Board of Education make the following appointments for the 2011 – 2012 fiscal year, effective July 13, 2011, with expenditures set in accordance with budget appropriations indicated below:

| <b>OFFICERS</b>                                   |   |   |
|---|---|---|
| <b>POSITION</b>                                   | <b>NAME</b>   | <b>ANNUAL EXPENSE</b>   |
| District Clerk                                    | Ms. Janice M. Seus  | No additional compensation  |
| District Treasurer                                | Ms. Valentina Coviello  | \$9,836.50/per year   |
| Claims Auditor                                    | Mr. George Macdonald of Berger, Macdonald & Rand, LLP   | \$18,292/per year   |
| <b>NON-OFFICERS</b>                               |   |   |
| General Counsel                                   | Guercio and Guercio, LLP  | \$47,500/per year   |
| Labor Counsel                                     | Guercio and Guercio, LLP  | \$40,000/per year   |
| External Audit Firm                               | Cullen and Danowski   | \$50,400/per year   |
| Internal Audit Firm                               | To Be Determined  |   |
| Bond Counsel                                      | Hawkins Delafield and Wood, LLP   | As per contract   |
| Municipal Fiscal Advisory Services                | Munistat Service Inc.   | \$6,650/per year  |
| School Physicians                                 | Dr. Erika Jurasits / Christine T. Geronimo, D.O.<br>Dr. George Ruggiero<br>Dr. Andrea Pollack | \$10/per student physical<br>\$20/per student physical<br>\$20/per student physical |
| Title IX Compliance Officer                       | Mr. Kenneth Marlborough   | No additional compensation  |
| Purchasing Agent                                  | Mr. David Carlson   | \$21,000/per year   |
| Deputy Purchasing Agent                           | Ms. Faith Caglianone  | No additional compensation  |
| Section 504 Compliance Officer                    | Dr. William Bushman   | No additional compensation  |
| Central Treasurer Activity Funds                  | Ms. Valentina Coviello  | No additional compensation  |
| Asbestos Compliance Officer                       | Mr. Robert Woolsey  | No additional compensation  |
| Records Management Officer                        | Human Resources Administrator   | No additional compensation  |
| Records Access Officer                            | Human Resources Administrator   | No additional compensation  |
| Records Appeal Officer                            | Superintendent  | No additional compensation  |
| Attendance Officer                                | Mr. Kenneth Marlborough   | No additional compensation  |
| Emergency Management Planning Officer             | Mr. Robert Woolsey  | No additional compensation  |
| Census Enumerator                                 | To Be Determined  |   |
| Board of Registration                             | Ms. Grace Hokanson, Ms. Patricia Reynolds, Ms. Carol Huck, Ms. Bernadette Orlosky             | Prevailing minimum wage at time of service.   |
| Chemical Hygiene Officer (Science Lab Assistants) | Ms. Miriana Kanzler (HS)<br>Ms. Carol Janecek (MS)  | No additional compensation  |
| Homeless Liaison                                  | Mr. Kenneth Marlborough   | No additional compensation  |
| School Pesticide Representative                   | Mr. Robert Woolsey  | No additional compensation  |

- b. Administer the Oath of Faithful Performance of Office (see below) as required in New York Education Law 2114 and 2503 and Commissioner's Regulations 170.2:

District Clerk  
District Treasurer  
Claims Auditor

Oath of Faithful Performance of Office

"I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of school Board of Education trustee according to the best of my ability."

**B. Authorizations:**

- a. Recommend the Board of Education authorizes the Superintendent and/or the Director of Finance and Operations to certify payrolls (Commissioner's Regulations 170.02; Education Law 1720, 2523).
- b. Recommend the Board of Education authorizes the Superintendent to make budget transfers and to sign all budget transfers in excess of \$2,500.

- c. Recommend the Board of Education authorizes the Superintendent to apply for Grants in Aid (State and Federal) (Education Law 1711, 2508).
- d. Recommend the Board of Education authorizes preparation of surety bonds for the Director of Finance and Operations, District Treasurer, Claims Auditor, and President of the Board of Education in the amount of one million dollars each (Education Law, 2130).
- e. Recommend the Board of Education authorizes the District Treasurer, in consultation with the Director of Finance and Operations, to invest District funds in Certificates of Deposits pursuant to provisions of State Law (General Municipal Law, Section 11).
- f. Recommend the Board of Education authorizes the Superintendent and/or the Director of Finance and Operations, respectively, as the persons authorized to file applications for the Education Consolidation and Improvement Act (ECIA) funds and other special federal or state funds.
- g. Recommend the Board of Education authorizes the Superintendent and his/her designee to take action on administrative, teacher and other staff requests to attend conferences, conventions and workshops within the limit of the 2011-2012 budget appropriations and in accordance with Board of Education policy (General Municipal Law 77-b).
- h. Recommend the Board of Education authorizes the President of the Board to sign checks in the absence of the District Treasurer for any claim(s) approved by the Claims Auditor (Education Law 1720(2)).
- i. Recommend the Board of Education authorizes the President of the Board to sign payroll checks in the absence of the District Treasurer. (Education Law 1720(2)).
- j. Recommend the Board of Education authorizes Activity Fund Central Treasurers for the 2011-2012 school year as follows (Education Law 2503, Commissioner's Regulations 172.5):

|                                    |                  |
|------------------------------------|------------------|
| 1. SWR High School                 | Donna Annunziato |
| 2. Albert G. Prodell Middle School | Lynn Kenney      |
| 3. Briarcliff Elementary School    | Robin Coutu      |
| 4. Miller Avenue Elementary School | Nancy Marsicano  |
| 5. Wading River Elementary School  | Susan DiDiego    |

- k. Recommend the Board of Education authorizes the following Hearing Officers for Superintendent's Hearings:

|                    |                            |                |
|--------------------|----------------------------|----------------|
| Louis J. Aiello    | C. Leonard Davis           | Ellen Marcus   |
| Stephen Bluth      | Jonathan Heidelberger      | Steven Neidell |
| Jim Brucia         | Benjamin L. Herzweig, Esq. | Dave Nydick    |
| Patricia A. Cuccia | Rob Kronenberg, Esq.       | Arthur Riegel  |
| Joe Darrigo        | John S. Maloney, Jr.       | Jeffrey Smith  |
|                    |                            | Raymond Walsh  |

- l. Recommend the Board of Education authorizes the compensation rate for Impartial Hearing Officers to be \$100/per hour and reimbursement expenses (including travel) related to Impartial Hearings.
- m. Recommend the Board of Education authorizes those persons listed below as Impartial Hearing Officers (Education Law 4404):

Impartial Hearing Officers for the 2011-2012 School Year

|                        |                  |                  |
|------------------------|------------------|------------------|
| Debowy, Theodore       | McKeever, James  | Silver, Marjorie |
| Dewan, Debra           | Monk, James      | Tessler, Craig   |
| Ebenstein, Barbara     | Moore, Christine | Turetsky, Aaron  |
| Farago, John           | Naun, John       | Venezia, Arthur  |
| Feinberg, Rona         | Nisely, Robert   | Wall, William    |
| Finkelstein, Sharyn    | Noe, Mary        | Walsh, James     |
| Flame, Lana            | Nydick, David    | Wanderman, Carl  |
| Gross, Lorraine        | Odom, Veronica   | Weiner, Marc     |
| Hampton, Nancy         | Orland, Janice   | Wolman, Mindy    |
| Heidelberger, Jonathan | Owens, Jane      | Wooley, Joseph   |
| Itzla, Amy             | Peters, Gary     | Ziev, Joel       |
| Jacob, Howard          | Peters, Kenneth  | Albert, Peter    |
| Joyner, Theresa        | Quinn, Joseph    | Almeleh, Lynn    |

Kandilakis, George  
Kehoe, Martin  
Kershen, Harry  
Lassinger, Dora  
Latzman, Patricia  
Lazan, Michael  
Lederman, Nancy  
Lushing, Susan  
Mackreth, Robert

Reichel, Heidi  
Richmond, Susan  
Ritzenberg, Kenneth  
Roberts, George  
Rosen, Paul  
Rosenzweig, Jean  
Schad, Jerome  
Schiff, Martin  
Schneider, Judith

Bauchner, Stuart  
Blaustone, Beryl  
Brandenburg, Wendy  
Briglio, Robert  
Bumbalo, Paul  
Cohen, Diane

- n. Recommend the Board of Education authorizes the following person(s) as Surrogate Parent(s) for the 2011–2012 school year (Commissioners Regulations 200.5e):

Jodi Brady

- o. Recommend the Board of Education approves the appointment of the Shoreham-Wading River Committee on Special Education for the 2011-2012 school year consisting of the following members:

|  |                       |
|--|-----------------------|
| Dr. William J. Bushman, Director of Student Services | Chairperson           |
| Dr. Peter D'Elena - Psychologist                     | Alternate Chairperson |
| Ms. Patricia Aretakis - Psychologist                 | Alternate Chairperson |
| Ms. Doreen Armstrong - Psychologist                  | Alternate Chairperson |
| Ms. MaryAnne Benz - Psychologist                     | Alternate Chairperson |
| Ms. Jaime Morgan - Psychologist                      | Alternate Chairperson |
| School Psychologist                                  |                       |
| Parent/Guardian of Student                           |                       |
| Regular Education Teacher of Student                 |                       |
| Special Education Teacher/Provider                   |                       |
| Parent Member  |                       |

- p. Recommend the Board of Education approves the appointment of the Shoreham-Wading River Committee on Pre-School Special Education for the 2011-2012 school year consisting of the following members:

|  |             |
|--|-------------|
| Dr. William J. Bushman, Director of Student Services | Chairperson |
| Ms. Maryann Benz, School Psychologist                | Chairperson |
| Representative from Evaluation Site                  |             |
| Representative from County                           |             |
| Representative from Birth to Age Two Program         |             |
| Special Education Teacher                            |             |
| Regular Education Teacher                            |             |

- q. Recommend the Board of Education approves the appointment of the Shoreham-Wading River Sub-Committee on Special Education for the 2011-2012 school year consisting of the following members:

|                           |             |
|---------------------------|-------------|
| Dr. Peter D'Elena         | Chairperson |
| Ms. Patricia Aretakis     | Chairperson |
| Ms. Doreen Armstrong      | Chairperson |
| Ms. Maryann Benz          | Chairperson |
| Ms. Jaime Morgan          | Chairperson |
| Special Education Teacher |             |
| Regular Education Teacher |             |
| Parent of Child           |             |

- r. Recommend the Board of Education appoints the parent representatives indicated below to serve on the Committees on Special Education and Pre-School Committees on Special Education for the 2011-2012 school year:

|                 |                  |                    |
|-----------------|------------------|--------------------|
| Jodi Brady      | Patricia Hanlon  | Gloria Rhodes      |
| Barbara Burkart | Jennifer Hoey    | Alonna Rubin       |
| Jorge Chavez    | Janine Kranz     | Martha Sadler      |
| Tracey DelDuca  | Loretta Mariella | Jessica Stankaitis |
| Sheila Domino   | Diane McCarthy   | Claudia Vasquez    |
| Collette Grosso | Nicole Mullen    | Karen Zaccaro      |



- c. Recommend the Board of Education establishes Petty Cash Funds and designates respective custodians for each fund for the 2011-2012 school year as follows:

| LOCATION                        | NAME             | AMOUNT |
|---------------------------------|------------------|--------|
| Central Administration          | Faith Caglianone | \$100  |
| Facilities Manager              | Manette De Rosa  | \$100  |
| SWR High School                 | Donna Annunziato | \$100  |
| Albert G. Prodel Middle School  | Lynn Kenney      | \$100  |
| Briarcliff Elementary School    | Robin Coutu      | \$100  |
| Miller Avenue Elementary School | Nancy Marsicano  | \$100  |
| Wading River Elementary School  | Susan DiDiego    | \$100  |

- d. Recommend the Board of Education designates the mileage reimbursement rate for the 2011-2012 school year at the rate established by the Internal Revenue Service, currently \$ 55.5 cents per mile (Education Law 2118).
- e. Recommend the Board of Education designates OMNI Financial Group as the District's Third Party Administrator for compliance and remitting services for the District's 403(b) plan at a rate of \$6,528 for the 2011-2012 school year.
- f. Recommend the Board of Education designates the following companies as insurance brokers of record for the 2011-2012 school year:
1. New York School Insurance Reciprocal (NYSIR) - Property and Liability
  2. Northern Insuring Agency Inc. – Commercial Crime Policy
  3. NYBEST-Pupil Benefits Plan, Inc. – Student Accidents
  4. Automatic Data Processing (ADP) – Unemployment Insurance
- g. Recommend the Board of Education designates New York State Public Schools Trust (managed by Wright Risk Management) as Workers' Compensation carrier for the 2011-2012 school year covering all employees and members of the Board of Education.

**D. Actions:**

- a. Recommend the Board of Education accepts and continues policies, by-laws, rules, and regulations adopted by the previous Board of Education and recommend the Board of Education adopts the revised Code of Conduct (Education Law 1709 and 2503).
- b. Recommend the Board of Education establishes the following standing committees for the 2011-2012 school year:
1. Audit Committee
  2. Space and Facilities Committee
  3. Technology Committee
  4. Policy Committee
  5. Legislative Committee
  6. Safety Committee
- c. Recommend the Board of Education approves the following list of Extra Classroom Activities / Clubs:
- High School: Band, Drama, Global Awareness, National Honor Society, Natural Helpers, Student Government, Wildcat Pause, Yearbook, DECA, Class of 2011, Class of 2012, Class of 2013
- Middle School: Hershey Six Flags, National Jr. Honor Society, No Name Players, Pride Club, Quartertones

d. Recommend the Board of Education approves the following facilities use fees:

|                             | <b>Outside Normal *<br/>Staffing<br/>Hours -<br/>Non-Profit, Civic,<br/>For-Profit Groups</b> |  | <b>During Normal<br/>Staffing<br/>Hours –<br/>Non-Profit,<br/>Civic Groups</b> | <b>During Normal Staffing<br/>Hours –<br/>For-Profit Groups</b> |
|-----------------------------|---|--|--|---|
| <b>AUDITORIUM</b>           | \$125.00 PER HOUR<br>\$150.00 PER HOUR  | Up to 200<br>People**<br>200-400<br>People** | No Charge<br>No Charge   | \$125.00 PER HOUR<br>\$150.00 PER HOUR                          |
| <b>GYM</b>                  | \$100.00 PER HOUR<br>\$125.00 PER HOUR  | Up to 200<br>People<br>200-400 People        | No Charge<br>No Charge   | \$100.00 PER HOUR<br>\$125.00 PER HOUR                          |
| <b>CLASSROOM</b>            | \$70.00 PER HOUR<br>\$15.00 PER HOUR  | First Classroom<br>Each Add'l Class          | No Charge<br>No Charge   | \$70.00 PER HOUR<br>\$15.00 PER HOUR                            |
| <b>ALL PURPOSE<br/>ROOM</b> | \$100.00 PER HOUR   | To Capacity                                  | No Charge  | \$100.00 PER HOUR   |

**SCHOOL COMMUNICATIONS AIDE:** (Sound, lighting, etc.)  
\$43.00 per hour

**CUSTODIAL**  
\$42.00 per hour

**SCHOOL COMMUNICATIONS ASS'T**  
\$7.25 per hour

**COMPUTER TECHNICIAN**  
\$83.00 per hour

**SECURITY**  
\$29.00 per hour

All facilities use fees must be paid at least 14 days prior to event.

A MINIMUM OF ONE HOUR WILL BE ADDED TO CUSTODIAL FEES FOR SET- UP AND CLEAN-UP.

\* All use of District properties must have proper authorization.

\* For use of fields and outside facilities, fees will be calculated on an individual basis based on event.

Any fees incurred by District outside of normal wear and tear will be billed to organization. Examples of fees may include damage to property, clean up costs.

Any events with expected attendance of more than 400 people will need District review and fees will be calculated based on anticipated costs.

**REQUIRED INSURANCE COVERAGE:** \$1 million per occurrence; \$2 million aggregate, naming Shoreham-Wading River School District as additionally insured.

NOTE: Forty eight hour notice of cancellation must be given if the group to which permission has been granted is unable to appear. Failure to do so will incur custodial expenses as scheduled.

\* Weekends, Holidays, Weekdays after 10:00pm or at the discretion of the District.

\*\* Up to 200 people requires 1 custodian, 200 – 400 people requires 2 custodians.

**E. Resolutions:**

#1112-001

**Official Depositories for 2011-2012:**

**RESOLVED**, that the following banks be designated as official depositories for the accounts of the Shoreham - Wading River Central School District, Towns of Brookhaven and Riverhead, New York, and that it be authorized to recognize the signature of the District Treasurer or Deputy Treasurer for the payment of funds or the transaction of business of said school district accounts for the fiscal year July 1, 2011, to June 30, 2012:

- a) JP Morgan Chase Bank
- b) Suffolk County National Bank
- c) Bridgehampton National Bank
- d) Capital One Bank

#1112-002

**Authorizes President of Board to Appoint an Impartial Hearing Officer:**

**WHEREAS**, Commissioner's Regulations require the Impartial Hearing Officer appointment process begin immediately, but no later than two (2) business days, after the receipt of a written request for an impartial hearing.

**THEREFORE, BE IT RESOLVED**, that the Board of Education of the Shoreham-Wading River Central School District appoints the President of the Board of Education, or in his absence, the Vice-President of the Board of Education, to authorize an appointment of an Impartial Hearing Officer within the required two (2) business days of a request for an Impartial Hearing.

#1112-003

**Substitute Pay Rate for 2011 - 2012:**

**RESOLVED**, that the Board of Education of the Shoreham-Wading River Central School District sets the rate of pay for substitutes for the 2011 - 2012 school year as follows:

|                                |              |
|--------------------------------|--------------|
| Substitute Teachers            | \$100.00/day |
| Substitute Nurse               | \$100.00/day |
| Substitute Clerk Typist        | \$12.19/hour |
| Substitute Guard               | \$12.80/hour |
| Substitute Monitor             | \$10.18/hour |
| Substitute Teacher Aide        | \$10.87/hour |
| Substitute Teacher Assistant   | \$15.36/hour |
| Substitute Photo Copy Aide     | \$11.62/hour |
| Substitute Custodian           | \$12.80/hour |
| Substitute Custodian Aide      | \$10.46/hour |
| Substitute Special Ed. Aide    | \$12.00/hour |
| Substitute Food Service Worker | \$13.50/hour |

**Adjourn the Re-Organizational Meeting**