

Annual Organizational Meeting of the Board of Education of the Three Village Central School District of Brookhaven and Smithtown held at North Country Administration Center, 100 Suffolk Avenue, Stony Brook New York 11790 on July 10, 2007 at 7:30 pm.

There were present: Stuart Fourman  
John Diviney  
Laura Hamilton  
Frank McIntosh  
David Micklos  
Jacqueline Rudman

There were also present: Frank Carasiti  
Mara Bollettieri  
Jeffrey Carlson  
Cheryl Pedisich  
Kathy Sampogna  
Visitors

CALL TO ORDER

The meeting was called to order at 7:30 pm. The Board adjourned into Executive Session at 7:31 pm to discuss personnel, legal, and contractual matters. The Board reconvened into open session at 8:05 pm. Mr. Carasiti led the pledge of allegiance.

CHANGES IN THE MEETING AGENDA

Mr. Carasiti noted that Item P has been removed from the agenda.

Administration of Oath of Office to Board members

Mrs. Sampogna administered the oath of office to Dr. Fourman and Mr. Micklos.

Nomination and Election of President of the Board of Education 2007-2008

It was moved by Mr. McIntosh, seconded by Mr. Diviney, and unanimously carried that Dr. Fourman be nominated as President of the Board of Education for the 2007-2008 school year. Dr. Fourman was unanimously elected President.

Administration of Oath of Office to President

Mrs. Sampogna administered the oath of office to Dr. Fourman.

Nomination and Election of Vice President of the Board of Education 2007-2008

It was moved by Ms. Rudman, seconded by Mr. McIntosh and unanimously carried that Mr. Diviney be nominated as Vice President of the Board of Education. Mr. Diviney was unanimously elected Vice-President.

Administration of Oath of Office to Vice President

Mrs. Sampogna administered the oath of office to Mr. Diviney.

Appointment of District Clerk 2007-2008

It was moved by Mr. Diviney, seconded by Mr. McIntosh, and unanimously carried that the Board adopt the following resolution:

Be it RESOLVED that the Board of Education appoint Kathleen Sampogna as District Clerk of the Board of Education for the 2007-2008 school year and,

Be if further RESOLVED that the Board of Education approve its contract with the District Clerk, Kathleen Sampogna, effective July 1, 2007 through June 30, 2008, pursuant to the terms and conditions set forth in the agreement, and authorize the Board President to sign the contract.

Administration of Oath of Office to District Clerk

Dr. Fourman administered the oath of office to Mrs. Sampogna.

Appointment of School District Officers 2007-2008

It was moved by Mr. Micklos, seconded by Mrs. Rudman, and unanimously carried that the Board adopt the following resolution, as amended:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education approve the designation of the following individuals as the school district officers for the 2007-2008 school year:

<u>Position</u>	<u>Officer</u>	<u>Compensation</u>	<u>Bond</u>
District Treasurer	Lisa Van Middlelem	\$42.00 per hour	\$1,100,000
Assistant District Treasurer	Barbara Burns	At no additional cost	\$1,100,000
Internal Claims Auditor	Arthur Venezia	\$550.00 per diem	
Purchasing Agent	Patricia Cronin	At no additional cost	
Allied Accounts Treasurer, WMHS	Jeanne Schnupp	\$7,000.00 per year	
Allied Accounts Treasurer, Gelinas	Leanne Perry	\$2,460.00 per year	
Allied Accounts Treasurer, Murphy	Beverly Swystun	\$2,460.00 per year	
Allied Accounts Treasurer, Elementary Schools	Dorothy Carlson	At no additional cost	
Certification of Payroll	Superintendent or Assistant Superintendent for Business Services	At no additional cost	
Records Retention & Disposition Officer	Kathleen Sampogna	At no additional cost	
Records Access Officer	Kathleen Sampogna	At no additional cost	

Designation of Banks as Depositories for School District Funds for 2007-2008 Fiscal Year

It was moved by Mr. McIntosh, seconded by Ms. Rudman, and unanimously carried that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education approve the designation of the following banks as depositories for school district funds for the 2007-2008 fiscal year:

General Fund Depositories

- Citibank
- Commerce
- J.P. Morgan Chase Bank
- North Fork Bank
- State Bank of Long Island

Supplementary Depositories

- Citibank
- Commerce
- J.P. Morgan Chase Bank
- North Fork Bank
- State Bank of Long Island

Establishment of Petty Cash Funds 2007-2008

It was moved by Mr. Micklos, seconded by Mr. McIntosh, and unanimously carried that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education approve the establishment of petty cash funds for the 2007-2008 school year as follows:

Arrowhead School	Marisa Redden	\$50.00
Minnesauke School	Paula Bienia	\$50.00
Mount School	Nathalie Lilavois	\$50.00
Nassakeag School	Gail Casciano	\$50.00
Setauket School	Anne Rullan	\$50.00
Gelinas Jr. High School	Gus Hueber	\$50.00
Murphy Jr. High School	Vincent Vizzo	\$50.00
Ward Melville High School	Tom Colletti	\$100.00
Health, Phys. Ed., Recreation	Don Webster	\$100.00
Summer Recreation	Don Webster	\$500.00
Elementary Education	Deborah Blair	\$100.00
Secondary Education	Elise Russo	\$100.00
Buildings and Grounds	Robert Hanson	\$50.00
Personnel Department	Mara Bollettieri	\$50.00
Administration	Jeff Carlson	\$100.00
Administration	Cheryl Pedisich	\$100.00
Superintendent	Frank Carasiti	\$100.00
Board of Education	Kathleen Sampogna	\$100.00

Designation of Authorized Signatures on Checks 2007-2008

It was moved by Mr. McIntosh, seconded by Mr. Diviney and unanimously carried that the Board approve the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the District Treasurer be designated as the authorized signature on checks; and that in the absence of the District Treasurer, the Assistant District Treasurer be designated as the authorized signature on the checks and further, that all checks in excess of \$2,500 except payroll checks, be cosigned by the Superintendent or, in

his/her absence, the Superintendent’s designee, the Assistant Superintendent for Educational Services for the 2007-2008 school year.

Designation of Official Newspapers 2007-2008

It was moved by Mr. Micklos, seconded by Ms. Rudman, and unanimously carried that the Board approve the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education designate the following newspapers as official newspapers for the district for the purposes of filing legal notices for the 2007-2008 school year:

Newsday  
The Village Times Herald

Establishment of Time and Place of Board of Education Meetings 2007-2008

It was moved by Mr. Micklos seconded by Mr. Diviney, and unanimously carried that the Board adopt the following resolution, as amended:

Be it RESOLVED that the Board of Education continue its practice of conducting its Education and Business Meetings on the second and fourth Tuesday of each month, respectively, at the locations indicated on the attached “2007/2008 Calendar of Board of Education Meetings and Budget Meetings”, at 8:00 pm, except as noted below, and that the dates of the Board workshops, hearings, and meetings be published on the district calendar whenever possible.

- July 31, 2007 – special meeting
- August 14, 2007– no meeting
- December 25, 2007 – no meeting (winter recess)
- March 4, 11, 18, April 1, and 8, 2008 – Budget related meetings
- April 15, 2008 – Budget Adoption and Board meeting
- May 13, 2008 – Board Meeting and Public Hearing (presentation only)

Renewal of School Board Memberships 2007-2008

It was moved by Mrs. Hamilton, seconded by Mr. McIntosh and carried by a 5-0-1 vote, with Mr. Diviney abstaining, that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education approve memberships in the following organizations for the 2007-2008 school year:

<u>Association/Organization</u>	<u>Estimated Annual Fees</u>
Nassau-Suffolk School Boards Association	\$2,670.00
New York State School Boards Association	\$9,700.00
R.E.F.I.T.	\$600.00
SCOPE	\$4,800.00

The Board discussed the benefits of membership in the organizations.

Appointment of General Counsel 2007-2008

It was moved by Mr. Diviney, seconded by Mrs. Hamilton, and carried by a 4-1-1 vote, with Mr. McIntosh abstaining and Ms. Rudman opposed, that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education appoint Guercio & Guercio as general counsel until such time as Request for Proposals for general counsel services for 2007-2008 are received and reviewed.

Designation of Board Member Liaison and

It was moved by Mr. Micklos, seconded by Mr. Diviney and unanimously carried that the Board adopt the following resolution:

Standing  
Subcommittee  
Positions 2007-  
2008

Be it RESOLVED that the Board member liaison positions be as follows for the 2007-2008 school year:

Arrowhead Elementary	Frank McIntosh
Minnesauke Elementary	Laura Hamilton
Mount Elementary	Jackie Rudman
Nassakeag Elementary	Stuart Fourman
Setauket Elementary	Laura Hamilton
Gelinas Junior High	Dave Micklos
Murphy Junior High	John Diviney
Ward Melville High School	Jackie Rudman
PTA Council	Stuart Fourman
SEPTA	Frank McIntosh

Be it further RESOLVED that the Board establish the following standing subcommittees of the Board for the 2007-2008 school year:

Legislative	Jacqueline Rudman*, Laura Hamilton, Stuart Fourman
Finance	John Diviney*, Jacqueline Rudman, Frank McIntosh
Teaching and Learning	Laura Hamilton*, Stuart Fourman, Dave Micklos
Facilities	David Micklos*, John Diviney, Frank McIntosh

\*Committee Chairperson

Appointment of  
Claims  
Administrator for  
Workers  
Compensation  
Self-Insured  
Program

It was moved by Mr. Diviney, seconded by Mr. McIntosh and carried by a 5-0-1 vote, with Mr. Micklos abstaining, that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that Triad Group be appointed as claims administrator for the district's self-insured workers' compensation program on a monthly basis.

Renewal of  
Participation in the  
Annual School  
Lunch and School  
Breakfast  
Programs, and  
Free and Reduced  
Lunch and  
Breakfast  
Programs

It was moved by Mr. McIntosh, seconded by Ms. Rudman and unanimously carried that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education renew participation in the National School Lunch and Breakfast Programs as well as implementation of the Free and Reduced Price Lunch Policy and Income Eligibility Guidelines for the school year 2007-2008, and that the President of the Board of Education be authorized to execute all agreements relating thereto; and,

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education adopt an elementary school lunch price of \$1.75 and a secondary price of \$2.00 for the 2007-2008 school year.

Authorization for  
Cooperative Bids  
for Cafeteria and  
Food Supplies

It was moved by Mr. Diviney, seconded by Mr. Micklos and unanimously carried that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the attached resolution authorizing cooperative bids for cafeteria and food supplies for the child nutrition program for the 2007-2008 school year be approved and that the President of the Board of Education be authorized to execute same.

Authorization for  
BOCES  
Cooperative Bids  
for Supplies and  
Equipment

It was moved by Mr. Micklos, seconded by Mr. Diviney and unanimously carried that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the attached resolution authorizing cooperative bids for supplies and equipment

for the 2007-2008 school year be approved and that the President of the Board of Education be authorized to execute same.

Approval of  
Contract with  
Emma S. Clark  
Library for Library  
Services

It was moved by Mr. McIntosh, seconded by Mr. Diviney, and unanimously carried that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education approve an agreement between the Three Village Central School District and the Emma S. Clark Memorial Library for the provision of free library services effective August 1, 2007 through July 31, 2008; and be it further RESOLVED that the President of the Board of Education be authorized to execute said agreement.

Appointment of  
Committees on  
Special Education  
2007-2008

It was moved by Mr. Micklos, seconded by Mr. Diviney and carried by a 5-0-1 vote, with Mr. McIntosh abstaining, that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education approve the appointment of Committees on Special Education for the 2007-2008 school year.

Approval of State  
Education  
Department  
Impartial Hearing  
Officers 2007-  
2008

It was moved by Mr. McIntosh, seconded by Mr. Diviney and unanimously carried that the Board adopt the following resolution:

Upon the recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education adopt the roster of eligible hearing officers to conduct special education impartial hearings for the 2007-2008 school year.

Authorization to  
Designate  
Impartial Hearing  
Officer 2007-2008

It was moved by Mr. Micklos, seconded by Ms. Rudman and unanimously carried that the Board adopt the following resolution:

Upon the recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education authorize its president, or in the absence of the president the vice president, to act on its behalf between scheduled meetings to appoint an Impartial Hearing Officer who is the next individual on the rotational list as designated by the NYSED.

Appointment of  
Board of  
Registration 2007-  
2008

It was moved by Mr. Micklos, seconded by Mr. Diviney and unanimously carried that the board adopt the following resolution:

Be it RESOLVED that the Board of Education hereby designates the following qualified voters of the district to serve as members of the Board of Registration for the 2007-2008 school year:

Karen Buxton  
Cynthia Hubbard  
Agnes Maggiacomo  
Agatha Meadows

Authorization to  
Sign STAC Forms  
and Reports

It was moved by Mr. Diviney, seconded by Mr. McIntosh and unanimously carried that the Board adopt the following resolution:

Be it hereby RESOLVED that upon recommendation of the Superintendent of Schools, the Board of Education authorizes the Assistant Superintendent for Educational Services to sign STAC forms and reports, and that the Executive Director for Pupil Personnel Services be designated as an alternate authorizing signature for 2007-2008.

BIDS

It was moved by Mr. Diviney, and seconded by Mr. Micklos an unanimously carried that the Board adopt the following resolution:

**Bid Numbers.**

2090, 2091, 2092,  
2093, 2095, 2097,  
and 2102

Upon the recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education award the attached bids as presented.

<u>Bid</u>	<u>Bid #</u>
Cost of Labor for Electrical Maintenance	2090
Service, Repairs & Safety Inspections of Elevators	2091
Maintenance & Preventive Maintenance of Folding Partitions	2092
Glass Replacement	2093
Integrated Pest Management	2095
Vehicle Repair Service, NYS Inspection & Brake Service	2097
RPZ Installation	2102

**INFORMATION  
ITEMS TO THE  
BOARD**

It was moved by Ms. Rudman, seconded by Mr. Micklos, and unanimously carried that the Board adopt the following resolution:

**Rental Fees for  
District Musical  
Instruments**

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education adopt the following fee schedule for the rental of district musical instruments:

Type of Rental	Fee
Summer	\$15.00
Half School Year	\$25.00
Full School Year	\$50.00
In-School Use	\$25.00

**Renewal of  
Agreement with  
Alternatives for  
Children for  
Nutrition Program**

It was moved by Mr. Micklos, seconded by Mr. Diviney and unanimously carried that the Board adopt the following resolution:

Upon the recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education renew the agreement with Alternatives for Children to provide a lunch program for their staff and students.

**Renewal of Safe  
Schools Helpline**

It was moved by Mr. McIntosh, seconded by Mr. Diviney and unanimously carried that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education approve renewal of participation in the Safe Schools Helpline program for the 2007-2008 school year for a fee not to exceed \$4,000.

**ITEMS FOR  
BOARD ACTION**

It was moved by Mr. Diviney, seconded by Mr. McIntosh and carried by a 5-0-1 vote, with Ms. Rudman abstaining, that the Board adopt the following resolution:

**Salary Increases –  
Non-Unit  
Employees**

Upon the recommendation of the Superintendent of Schools, be it RESOLVED that the salary increases of non-unit employees, pursuant to the attached, be approved effective July 1, 2007.

	<u>Current</u>	<u>Proposed</u>
Patricia Castaldo, Assistant Business Administrator	\$85,000/annum	\$86,594/annum
Security Guards	\$15.78 hourly	\$16.37 hourly
Part-Time Clericals	\$10.00 hourly	\$10.38 hourly
Substitutes		
Clerical	\$10.00 hourly	\$10.38 hourly
Monitors	\$10.00 hourly	\$10.38 hourly
Special Education Aides	\$10.00 hourly	\$10.38 hourly

Food Service Workers	\$10.00 hourly	\$10.38 hourly
Custodial	\$10.00 hourly	\$10.38 hourly
Home Tutors		
Teachers	\$35.00 hourly	\$40.00 hourly

Contract of Agreement – Sign Language Interpreter

It was moved by Mr. McIntosh, seconded by Mr. Diviney and unanimously carried that the Board adopt the following resolution:

Upon the recommendation of the Superintendent of Schools, be it RESOLVED that the Contract of Agreement and job description between the Three Village Central School District Sign Language Interpreter and the Board of Education be approved.

Recommendations of Committee on Special Education - Meetings of May 14, 16, 22, 30, June 4, 6, 8, 13, 18 and 19, 2007

It was moved by Mrs. Hamilton, seconded by Mr. Diviney and carried by a 5-0-1 vote, with Mr. McIntosh abstaining, that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education, through the administration, arrange for the provision of the appropriate special education programs and services for students enumerated in the report of the Committee on Special Education.

Recommendations of Committee on Preschool Special Education - Meetings of May 23, 24, June 6, 7, 12 and 14, 2007

It was moved by Mr. Diviney, seconded by Mr. Micklos and carried by a 5-0-1 vote, with Mr. McIntosh abstaining, that the Board adopt the following resolution:

Upon recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education, through the administration, arrange for the provision of the appropriate special education programs and services for students enumerated in the report of the Committee on Preschool Special Education.

Appointment of Title IX Officer

It was moved by Mr. McIntosh, seconded by Mr. Diviney and unanimously carried that the Board adopt the following resolution:

Upon the recommendation of the Superintendent of Schools be it RESOLVED that the appointment of Dr. Mara Bollettieri as Title IX Officer be approved effective July 1, 2007 through June 30, 2008.

Appointment of Section 504 Compliance Officer

It was moved by Ms. Rudman, seconded by Mr. McIntosh and unanimously carried that the Board adopt the following resolution:

Upon the recommendation of the Superintendent of Schools be it RESOLVED that the appointment of Cheryl Pedisich as Section 504 Compliance Officer be approved effective July 1, 2007 through June 30, 2008.

Appointment of Unemployment Insurance Services

It was moved by Mr. Diviney, seconded by Mr. McIntosh and unanimously carried that the Board adopt the following resolution:

Upon the recommendation of the Superintendent of Schools, be it RESOLVED that the appointment of Industrial UI Services be approved as unemployment representatives specializing in unemployment insurance cost control, effective July 1, 2007 through June 30, 2008. Fee for services rendered is \$4,800.00 per annum to be billed quarterly at the rate of \$1,200.00

Appointment of School Physicians and School Medical Inspector; Approval of 2007-2008 Examination and Fee Schedule

It was moved by Mr. Micklos, seconded by Mr. Diviney and carried by a 5-0-1 vote, with Ms. Rudman abstaining, that the Board adopt the following resolution:

Upon the recommendation of the Superintendent of Schools be it RESOLVED that the Board of Education approve the attached list of school physicians and their assignments, and the approval of the 2007-2008 examination and fee schedule as amended:

It is further recommended that the Board of Education approve the appointment of Dr. James Crovello, 625 Belle Terre Road – Suite 203, Port Jefferson Station, New York 11776 as school medical inspector effective September 1, 2007 through June 30, 2008.

OTHER ITEMS  
OF INTEREST

Mr. Carasiti introduced Jeffrey Carlson, the new Assistant Superintendent for Business Services and Cheryl Pedisich, the new Assistant Superintendent for Educational Services.

The Board discussed the possible sale of district property and the process for selling the property at length.

PUBLIC  
PARTICIPATION

Eric Haracz thanked the Board for the work done by the Facilities Committee on the bond proposal. Phyllis Ironside inquired about having two propositions for the bond. Karen Blakey spoke regarding the property on Hawkins Road.

ADJOURNMENT

There being no further business to be conducted, it was moved by Mr. Micklos seconded by Mr. Diviney, and unanimously carried that the meeting be adjourned at 9:26 pm.

Respectfully submitted,

Kathleen Sampogna  
District Clerk