

**DEER PARK UFSD
BOARD OF EDUCATION
NOVEMBER 28, 2017
OPEN MEETING AGENDA – 8:00 PM *
ROBERT FROST MIDDLE SCHOOL**



I. Call to Order.

Please note that it is anticipated that the Board will adjourn for an Executive Session at 7:00p.m., at the conclusion of which, **the Board will reconvene in public session at approximately 8:00 p.m. to begin conducting business.*

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 24, 2017 and the Work Session of November 14, 2017.

IV. **PRESENTATIONS**

**Dave Tellier, Nawrocki Smith
to present the District Audit Report**

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**ROBERT FROST  
50<sup>TH</sup> ANNIVERSARY  
CELEBRATION**



V. **NEW BUSINESS:**

1. **2017-2018 BUDGET CALENDAR**

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

**RESOLVED**, that the Board of Education approve the 2017-2018 Budget Calendar.

2. **2017-2018 HOMELESS LIASONS**

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

**RESOLVED**, that the following staff are approved as Homeless Liasons for the 2017-2018 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. Kescha Correa – Robert Frost Social Worker  
Ms. Carol Miller-Douglas – John F. Kennedy Social Worker  
Ms. Francine Fair – John Quincy Adams Social Worker  
Ms. Andrea Nelson-Williams – May Moore Social Worker

3. **DESTRUCTION OF BALLOTS FROM MAY 16, 2017 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 16, 2017 Annual District Budget Vote.

4. **DISPOSAL OF I.T. EQUIPMENT**

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

**RESOLVED**, that the Board of Education accept the disposal of equipment listed in the 11/8/17 memo from Mr. Kauter (memo in file). The equipment is inoperable/broken or not compatible with current systems.

**5. DISPOSAL OF SCIENCE EQUIPMENT**

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

**RESOLVED**, that the Board of Education accept the disposal of the following equipment that is in non-working condition and beyond repair.

Metal Lathe ID # 108780  
Rockwell Drill Press ID #1361174

**6. ACCEPTANCE OF MONETARY DONATION TO JFK**

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

**RESOLVED**, that the Board of Education accept a donation of \$12.80 from Great American Opportunities to be deposited into the JFK Spirit Account.

**7. 2016-2017 CORRECTIVE ACTION PLAN**

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

**RESOLVED**, that the Board of Education accept the Corrective Action Plan as a response to the external auditors', Nawrocki Smith LLP, findings and recommendations for the fiscal year 2016-2017.

**8. CHANGE ORDER NO. 1 FOR GENERAL CONSTRUCTION AT THE HIGH SCHOOL**

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

**RESOLVED**, that based up on the approval of the District's architect, Change Order No. 1 for construction and repairs in the boys' and girls' bathrooms at the High School are hereby approved at an increase of \$6,365.91.

**9. FIRST READING OF POLICY #8505 – MEAL CHARGE**

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

**RESOLVED**, that the Board of Education approve revisions to Policy #8505 – MEAL CHARGE.

VI. **APPROVAL OF SCHEDULES**

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

**NON-INSTRUCTIONAL**

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

**Barbara Goemans**

May Moore School

Position: Teaching Assistant

Salary/Step:

Effective 10/17/2017 - 11/27/2017

Paid Medical LOA (FMLA)

**SCHEDULE -- CS --CHANGE OF SALARY/ STATUS (Non-Instructional)**

**Lisa Depre**

Deer Park High School

Position: 6 hr. Non-Instructional Aide

Salary/Step: No Change

Effective 11/1/2017

Transfer from 3.5 hr Cafeteria Aide to 6 hr Aide at HS

**Julieann Discenza**

John Quincy Adams School

Position: Non-Instructional Cafeteria Aide

Salary/Step: No Change

Effective 11/1/2017

Transfer from 2.5 hours at JFK to 3.5 hours at JQA

**Julieann Discenza**

John Quincy Adams School

Position: 6 hr. Non-Instructional Aide

Salary/Step: No Change

Effective 11/13/2017

Change from 3.5 hr to 6 hr Aide

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

**Anna O'Sullivan**

John F Kennedy Intermediate School  
Position: 2.5 hour Cafeteria Aide  
Salary/Step: \$16.70/hour  
Effective 10/31/2017

Janine Steimle  
John Quincy Adams School  
Position: 3.5 hr Cafeteria Aide  
Salary/Step: \$16.70/hr  
Effective 11/15/2017

**Domenica Tchinnis**

Deer Park High School  
Position: Clerk Typist  
Salary/Step: \$40,751  
Effective 11/6/2017  
Salary prorated at \$26,644.88

**Marie Untener**

John Quincy Adams School  
Position: Non-Instructional Cafeteria Aide  
Salary/Step: \$16.70/hour  
Effective 10/26/2017

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

**Carriann Clark**

District Wide  
Position: Substitute Non-Instructional Aide  
Salary/Step: \$10/hour  
Effective 10/23/2017

**Amanda Kellarakos**

District Wide  
Position: Substitute Clerical/Aide  
Salary/Step: \$12/\$10 hr  
Effective 11/8/2017

**Lisa Martin**  
District Wide  
Position: Substitute Clerical  
Salary/Step: \$12/hour  
Effective 11/6/2017

**Gilberto Vasquez**  
District Wide  
Position: Substitute B & G  
Salary/Step: \$10/hour  
Effective 11/22/2017

**Nicole Wright**  
District Wide  
Position: Substitute Clerical/Aide  
Salary/Step: \$12/\$10 hr  
Effective 11/8/2017

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

**Richard Brennan**  
Transportation  
Position: Bus Driver  
Salary/Step:  
Effective 11/1/2017  
Resignation for the purpose of RETIREMENT. No outstanding obligation to the district.

**Lisa Depre**  
John Quincy Adams School  
Position: Cafeteria Aide  
Salary/Step:  
Effective 10/31/2017  
Resignation as 3.5 aide at JQA to accept position as 6 hr aide at HS

**Richard Ledbetter**  
John F Kennedy Intermediate School  
Position: Custodian  
Salary/Step:  
Effective 11/13/2017  
Termination. No outstanding obligation to the district.

**Domenica Tchinnis**

John Quincy Adams School

Position: Teacher Aide

Salary/Step:

Effective 11/6/2017

Resignation in order to accept Clerk Typist position.

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

**Michael Appleyard**

Robert Frost Middle School

Position: Night Custodian

Salary/Step:

Effective 11/24/2017 - 1/5/2018

Extension of Paid (Differential) Medical LOA

**Rony Augustin**

Transportation

Position: Bus Driver

Salary/Step:

Effective 11/9/2017 - 12/4/2017

Extension of Unpaid Medical LOA (FMLA)

**Rosalyn Baskin**

Transportation

Position: Transportation Aide

Salary/Step:

Effective 10/19/2017 - 1/3/2018

10/19/17-11/30/17 Extension of Unpaid Medical LOA (FMLA)

12/1/17-1/3/18 Unpaid Medical LOA

**Frances Capone**

May Moore School

Position: Non-Instructional Cafeteria Aide

Salary/Step:

Effective 10/16/2017 - 10/31/2017

Paid Medical LOA (FMLA)

**Karen Lattenhauer**

Transportation

Position: Bus Driver

Salary/Step:

Effective 10/21/2017 - 12/1/2017

Extension of Unpaid Medical LOA ( WC)

**Janet Metzler**  
District Office  
Position: Secretary  
Salary/Step:  
Effective 11/18/2017 - 11/21/2017  
Extension of Paid Medical LOA (WC)

**John Warner**  
Transportation  
Position: Bus Driver  
Salary/Step:  
Effective 11/2/2017 - 12/3/2017  
Extension of Unpaid Leave 11/2/17-1/24/17 Medical (FMLA)  
11/25/17-12/3/17 (Sick Leave)

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

**Michael Fullam**  
John F Kennedy Intermediate School  
Position: Day Custodian  
Salary/Step: \$53,326 Step 10  
Effective 11/27/2017  
Transfer from HS (nights) to JFK (split shift) Salary prorated at \$31,790

**INSTRUCTIONAL**

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

**Dana Civitanova**  
District Wide  
Position: Per-Diem Substitute Teacher  
Salary/Step: \$110/day  
Effective 11/1/2017  
Certifications: Pre K-6, Special Education

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

**Dylan Colquhoun**  
John Quincy Adams School  
Position: Permanent Substitute Teacher  
Salary/Step: \$125/day  
Effective 10/26/2017 - 6/30/2018  
Certification: Physical Education



**James Gerdes**

John Quincy Adams School  
Position: Permanent Substitute Teacher  
Salary/Step: \$125/day  
Effective 11/13/2017 - 6/30/2018  
Certifications: Students w/ Disabilities 1-6, Childhood Education 1-6

**Krystal Hoffman**

Robert Frost Middle School  
Position: Permanent Substitute Teacher  
Salary/Step: \$125/day  
Effective 11/16/2017 - 6/30/2018  
Certification: TESOL

**Nabila Khan**

Deer Park High School  
Position: Permanent Substitute Teacher  
Salary/Step: \$125/day  
Effective 11/13/2017 - 6/30/2018  
Certification: Biology 7-12

**Tanya Montero**

Deer Park High School  
Position: Permanent Substitute Teacher  
Salary/Step: \$125/day  
Effective 11/1/2017 - 6/30/2018  
Certification: Spanish (pending)

**Katherine Steed**

Deer Park High School  
Position: Permanent Substitute Teacher  
Salary/Step: \$125/day  
Effective 11/6/2017 - 6/30/2018  
Certification: Biology 7-12

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

**Daniel Bocca**

Deer Park High School  
Position: Permanent Substitute Teacher  
Salary/Step:  
Effective 11/1/2017  
Resignation. No outstanding obligation to the district.

**Khudeja Ellahi**

Deer Park High School

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

Salary/Step:

Effective 10/25/2017

Termination. No outstanding obligation to the district.

**Jordan Hue**

District Wide

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

Salary/Step:

Effective 10/23/2017

Resignation. No outstanding obligation to the district.

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

**Andrea Nelson-Williams**

May Moore School

Position: Social Worker

Salary/Step:

Effective 10/23/2017 - 11/3/2017

Paid Medical LOA (WC)

**Elizabeth Rose**

May Moore School

Position: Special Education Teacher

Salary/Step:

Effective 10/19/2017 - 11/7/2017

Paid Medical LOA (FMLA)

**Kerry Walsh**

Deer Park High School

Position: Social Studies Teacher

Salary/Step:

Effective 11/4/2017 - 11/30/2017

Extension of Paid Maternity LOA (FMLA)

**Jeff Willemin**

Robert Frost Middle School

Position: Special Education Teacher

Salary/Step:

Effective 10/24/2017 - 10/25/2017

Extension of Paid Medical LOA (FMLA)

**SCHEDULE -- TR -- TRANSFERS (Instructional)**

**Stephen Bertelle**

May Moore School

Position: Teaching Assistant

Salary/Step:

Effective 11/27/2017

Transfer from JQA to MM due to student needs

**Jessica Hauk**

Deer Park High School

Position: Permanent Substitute Teacher

Salary/Step: No Change

Effective 10/30/2017 - 11/30/2017

Transfer from RF to HS to cover for K. Walsh

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

**Marcella Biordi**

John F Kennedy Intermediate School

Position: ENL Parent Fair

Salary/Step: \$69.47/hour

Effective 10/26/2017

6pm-8pm

**Megan Boccard**

John F Kennedy Intermediate School

Position: ENL Parent Fair

Salary/Step: \$69.47/hour

Effective 10/26/2017

6pm-8pm

**Jordana Bogart**

John F Kennedy Intermediate School

Position: ENL Parent Fair

Salary/Step: \$69.47/hour

Effective 10/26/2017

6pm-8pm

**Joseph Buscarino**

District Wide

Position: Parent Academy Teacher

Salary/Step: \$69.47/hour

Effective 10/10/2017 - 6/30/2018

30 weeks/2hours per week

**Rebecca Corbin**

John F Kennedy Intermediate School  
Position: Homework Helper Teacher  
Salary/Step: \$69.47/hour  
Effective 10/4/2017 - 6/30/2018  
15 weeks/1 hour per week

**Rebecca Corbin**

John F Kennedy Intermediate School  
Position: ENL Parent Fair  
Salary/Step: \$69.47/hour  
Effective 10/26/2017  
6pm-8pm

**Kimberly Essig**

District Wide  
Position: Parent Academy Teacher  
Salary/Step: \$69.47/hour  
Effective 10/10/2017 - 6/30/2018  
30 weeks/2 hours per week

**Kimberly Essig**

John F Kennedy Intermediate School  
Position: ENL Parent Fair  
Salary/Step: \$69.47/hour  
Effective 10/26/2017  
6pm-8pm

**Danielle Finocchiaro**

John F Kennedy Intermediate School  
Position: ENL Parent Fair  
Salary/Step: \$69.47/hour  
Effective 10/26/2017  
6pm-8pm

**Christy Freire**

Robert Frost Middle School  
Position: Homework Helper Teacher  
Salary/Step: \$69.47/hour  
Effective 10/10/2017 - 6/30/2018  
15 weeks/1 hour per week

**Elisabeth Gleason**

Deer Park High School

Position: Homework Helper Teacher

Salary/Step: \$69.47/hour

Effective 10/10/2017 - 6/30/2018

15 weeks/1 hour per week

**Joseph Iglio**

Deer Park High School

Position: Varsity Ass't Wrestling Coach

Salary/Step: \$4,025.36 8 Units/Step 3

Effective 11/13/2017 - 2/28/2018

**Frank Mantesta**

Deer Park High School

Position: Boys Varsity Basketball Assistant Coach

Salary/Step: \$5,220.24 8 Units/Step 5+

Effective 11/13/2017 - 2/28/2018

**Dina Peragine**

Deer Park High School

Position: Study Buddy Tutor Advisor

Salary/Step: \$1,000

Effective 10/10/2017 - 6/30/2018

15 week program

**Vanessa Pizzo**

John F Kennedy Intermediate School

Position: ENL Parent Fair

Salary/Step: \$69.47/hour

Effective 10/26/2017

6pm-8pm

**Kevin Whitaker**

Deer Park High School

Position: Boys JV Basketball Head Coach

Salary/Step: \$4,025.36 8 Units/Step 1

Effective 11/13/2017 - 2/28/2018

**SCHEDULE 16/BP-794 – SCHEDULES OF BILLS PAYABLE**

|                 |                      |            |
|-----------------|----------------------|------------|
| General*        | # 13                 | 10/31/2017 |
| General*        | # 17                 | 11/30/2017 |
| Federal*        | # 8                  | 11/30/2017 |
| Capital*        | # 7                  | 10/31/2017 |
| Capital*        | #10                  | 11/30/2017 |
| Capital Bond*   | #11                  | 11/30/2017 |
| School Lunch*   | # 7                  | 11/30/2017 |
| Trust & Agency* | # 4                  | 10/31/2017 |
| WORKERS' COMP.* | Daily Check Register | 10/23/2017 |
| WORKERS' COMP.* | Daily Check Register | 10/24/2017 |
| WORKERS' COMP.* | Daily Check Register | 10/31/2017 |
| WORKERS' COMP.* | Daily Check Register | 11/2/2017  |
| General*        | # 19                 | 9/30/2017  |
| Federal*        | # 10                 | 9/30/2017  |
| Capital Bond*   | # 13                 | 9/30/2017  |
| School Lunch*   | # 8                  | 9/30/2017  |
| WORKERS' COMP.* | Daily Check Register | 11/15/2017 |
| WORKERS' COMP.* | Daily Check Register | 11/15/2017 |
| WORKERS' COMP.* | Daily Check Register | 11/15/2017 |
| WORKERS' COMP.* | Daily Check Register | 11/15/2017 |

**SCHEDULE D – BID AWARD**

*Bids for Bid # BDP17-027 Cafeteria Kitchen Equipment were received and opened at 11:00 AM on October 27, 2017.*

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](http://www.EmpireStateBidSystem.com).

Bids were received from the following vendors:

Bar Boy Products Inc.  
Douglas Equipment

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):

Bar Boy Products Inc.  
Douglas Equipment

**SCHEDULE 17-E-415 - EXPLANATION OF BUDGETARY TRANSFERS**

#T10, T11

**SCHEDULE 17-F-325 & 326 - CONTRACT REPORTS**

**SCHEDULE 11-H-17 - HOME TEACHING (regular & S/E)**

(confidential)

**SCHEDULE 11-S-17 - SPECIAL TRANSPORTATION**

(confidential)

**SCHEDULE 11-SE-17 - COMMITTEE RECOMMENDATIONS**

(confidential)

VII. **RECEIPT OF SCHEDULES**

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

**SCHEDULE 16-A-462 - TREASURERS REPORT**

|                         |                                    |         |
|-------------------------|------------------------------------|---------|
| Statement of Revenues - | General Fund -                     | October |
|                         | Federal Fund -                     | October |
|                         | School Lunch Fund                  | October |
| Treasurer's Report      | July/October                       |         |
| Cash Flow               | July/October                       |         |
| Claims Audit Report     | October 1, 2017 - October 31, 2017 |         |

## **SCHEDULE 16-B-792 - APPROPRIATION BUDGET STATUS REPORT**

|                                    |                              |         |
|------------------------------------|------------------------------|---------|
| Appropriation Budget Status Report | General Fund -               | October |
|                                    | Capital Fund -               | October |
|                                    | School Lunch Fund            | October |
|                                    | Federal Fund -               | October |
| Extra-Classroom Activities Funds   | High School -                | October |
|                                    | Robert Frost -               | October |
| Trial Balance                      | General                      |         |
| July-October                       | Worker's Comp & Unemployment |         |
|                                    | Federal                      |         |
|                                    | Capital                      |         |
|                                    | Capital Energy Cons. Proj.   |         |
|                                    | Trust & Agency               |         |
|                                    | Private Purpose Trust        |         |
|                                    | Flexible Benefits            |         |
|                                    | School Lunch                 |         |

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

- Fieldtrip to Callicoon, NY 1/5 – 1/7/2018 – NYSTEA Conference

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

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

### **XI. ADJOURN**