

**DEER PARK UFSD
BOARD OF EDUCATION
NOVEMBER 26, 2024
OPEN MEETING AGENDA – 7:00 PM *
ADMINISTRATION OFFICE**

If you would like to sign up to speak during the Public Be Heard portion of the meeting, please do so in the sign-in book at the Board table. This must be done PRIOR to 8:00 p.m. Speaking time is limited to five minutes.

I. Call to Order.

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

II. Pledge, 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 22, 2024 and the Work Session of November 12, 2024.

IV. **PRESENTATION:**

STUDENT APPRECIATION

**Kayla Tyson, HS Student Junior
Gold medal winner at the
2024 Taekwondo Dracula Open**

STAFF APPRECIATION

Laurie Osbern – HS S/E Teacher

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V. **NEW BUSINESS:**

1. **DONATION FROM THE JACK MANNING MEMORIAL FOUNDATION**

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

**RESOLVED**, that the Board of Education accept a \$5,000 donation from the Jack Memorial Foundation that will be used for students with special needs. Thank you to Ms. Tortorici for securing this grant for the District.

2. **INCREASE IN HOURLY RATE FOR SR. LIFEGUARDS, RECREATION AIDES & SPECIALIST, LIFEGUARDS, SUSTITUTE AIDES, SUBSTITUTE CLERICALS & SUBSTITUTE CUSTODIANS**

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

**RESOLVED**, that the Board of Education approve the following rate of pay, in line with the new minimum wage increases to \$16.50 per hour, for the below listed employees as follows, effective January 1, 2025.

|                        | <u>FROM</u>      | <u>TO</u>        |
|------------------------|------------------|------------------|
| Sr. Lifeguards         | \$16.98/per hour | \$17.66/per hour |
| Recreation specialists | \$16.98          | \$17.84          |
| Recreation Aide        | \$16.00          | \$16.50          |
| Lifeguards             | \$16.00          | \$16.50          |
| Substitute Aide        | \$16.00          | \$16.50          |
| Substitute Clerical    | \$16.00          | \$16.50          |
| Substitute Custodian   | \$16.00          | \$16.50          |

3. **INCREASE IN DAILY RATE FOR SUBSTITUTE TEACHING ASSISTANTS AND PER DIEM SUBSTITUTE TEACHERS**

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

**RESOLVED**, that the Board of Education approve the following rate of pay which is in line with the new minimum wage increase effective January 1, 2025.

|                               | <u>FROM</u> | <u>TO</u>        |
|-------------------------------|-------------|------------------|
| Substitute Teaching Assistant | \$115.00    | \$125.00/per day |
| Per Diem Substitute Teachers  | \$110.00    | \$125.00/per day |

**4. INCREASE IN THE DAILY RATE FOR PERMANENT SUBSTITUTE TEACHERS**

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

**RESOLVED**, that the Board of Education approve the following rate of pay which is in line with the new minimum wage increase effective January 1, 2025.

|                               |                  |                  |
|-------------------------------|------------------|------------------|
|                               | <u>FROM</u>      | <u>TO</u>        |
| Permanent Substitute Teachers | \$125.00/per day | \$150.00/per day |

**5. DISPOSAL OF BOOKS AT THE DPHS AND RFMS LIBRARIES**

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

**RESOLVED**, that based on the recommendation of Mr. Uliano, Director of ELA, Reading and Library, the Board of Education approve the disposal of books (listed in file) from the DPHS and RFMS libraries. These books have been deemed outdated or are in poor condition. Any viable books will be donated to the Book Faeries Foundation.

**6. PLANNING CALENDAR FOR THE MAY 20, 2025 ANNUAL BUDGET VOTE AND ELECTION**

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

**RESOLVED**, that the Board of Education approve the budget planning calendar for the May 20, 2025 Annual Election.

**7. DESTRUCTION OF BALLOTS FROM THE MAY 2024 BUDGET VOTE & ELECTION**

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

**BE IT RESOLVED**, that pursuant to Education Law §2034(6)(b), the Board of Education hereby authorizes the District Clerk to unseal and open the ballot boxes and to destroy all of the ballots cast, spoiled, unused, and ballot envelopes from the May 21, 2024 Annual District Budget Vote and Board of Education Election.

## **8. SEQRA – CAPITAL IMPROVEMENTS AT JOA ELEMENTARY SCHOOL**

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

**WHEREAS**, the Board of Education of the DEER PARK UFSD desires to embark upon the following capital improvement projects:

- **Reconstruction of two lobby bathrooms at John Q. Adams ES**

**WHEREAS**, said capital improvements are subject to classification under the State Environmental Quality Review Act (SEQRA); and

**WHEREAS**, maintenance or repair involving no substantial changes in an existing structure or facility are classified as Type II Actions under the current Department of Environmental Conservation SEQRA Regulations (Section 6 NYCRR 617.5 (c)(1)); and

**WHEREAS**, replacement, rehabilitation or reconstruction of a structure or a facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 are classified as Type II Actions under the current Department of Environmental Conservation SEQRA Regulations (Section 6 NYCRR 617.5 (c)(2)); and

**WHEREAS**, Construction or expansion of a primary or accessory/appurtenant non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities at the School District.

**WHEREAS**, the SEQRA Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQRA; and

**WHEREAS**, the Board of Education, as the only involved agency, has examined all information related to the capital improvement projects and has determined that the Project is classified as a Type II Action pursuant to Section 617.5(c)(1) and (2) of the SEQRA Regulations;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

**BE IT FURTHER RESOLVED**, that the Board of Education, after a review of the proposed action, hereby declares that the Projects are Type II Actions, which requires no further review under SEQR; or

**BE IT FURTHER RESOLVED**, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed project from the New York State Education Department.

## **9. FIRST READING – POLICY #6645 CAPITAL ASSETS ACCOUNTING**

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

**RESOLVED**, that the Board of Education approve the first reading of the following Policy:

- #6645 Capital Assets Accounting

## **VI. APPROVAL OF SCHEDULES**

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

### **NON-INSTRUCTIONAL**

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

**Glenn Calautti**

Robert Frost Middle School

Position: Interim Acting Chief Custodian

Salary/Step: \$76,539.41 B2 Step 4

Effective Date(s): 10/19/2024 - 11/3/2024

Salary prorated @ \$2,943.82

**Andrew Gebbia**

John F Kennedy Intermediate School

Position: Night Custodian

Salary/Step: \$52,235 Step 1

Effective Date(s): 10/2/2024

Change from Night Custodial Aide to Night Custodian. Salary prorated @ \$38,975.35

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

**Michael Barrette**

Robert Frost Middle School

Position: Custodial Aide

Salary/Step: \$44,735.69 Step 1

Effective Date(s): 11/18/2024

Salary prorated @ \$27,701.72 (Night stipend \$650 prorated @ \$402.50) = \$28,351.72

**Paula Palumbo**

John F Kennedy Intermediate School

Position: 3 hr. Non-Instructional Aide

Salary/Step: \$20.02/hr

Effective Date(s): 11/4/2024

**Guiteau Paul**  
Transportation  
Position: School Bus Driver  
Salary/Step: \$29.52/hr  
Effective Date(s): 10/23/2024

**Imo Webb**  
Deer Park High School  
Position: Night Custodial Aide  
Salary/Step: \$44,735.69 Step 1  
Effective Date(s): 11/12/2024  
Salary prorated @ \$28,389.96 (Night stipend \$650 prorated @ \$412.50) = \$29,039.96

**Anna Whitaker**  
Our Lady of Guadalupe  
Position: School Nurse  
Salary/Step: \$52,094.72 Step 3  
Effective Date(s): 11/12/2024  
Salary prorated @ \$40,373.41

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

**Gregory Julian**  
District Wide  
Position: Per Diem Substitute Security Guard  
Salary/Step: \$16/hr  
Effective Date(s): 11/20/2024

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

**Philippe Dol**  
Transportation  
Position: School Bus Driver  
Salary/Step:  
Effective Date(s): 11/30/2024  
Resignation

**Jahbrece Dunn**  
District Wide  
Position: Per Diem Substitute Custodian  
Salary/Step:  
Effective Date(s): 11/8/2024  
Resignation. No outstanding obligation to the district

**Eleanor Most**

Deer Park High School

Position: 6 hr. Non-Instructional Aide

Salary/Step:

Effective Date(s): 11/18/2024

Resignation. No outstanding obligation to the district

**Carol Ottersen**

Memorial

Position: Office Assistant

Salary/Step:

Effective Date(s): 3/28/2025

Resignation for the purpose of Retirement

**Corey Palazzolo**

District Wide

Position: Per-Diem Substitute Custodian

Salary/Step:

Effective Date(s): 11/8/2024

Resignation. No outstanding obligation to the district

**Paula Palumbo**

District Wide

Position: Per Diem Substitute Aide

Salary/Step:

Effective Date(s): 11/1/2024

Resignation to accept position of 3 hr. Non-Instructional Aide

**Imo Webb**

Deer Park High School

Position: Security Guard

Salary/Step:

Effective Date(s): 11/8/2024

Resignation to accept position of Custodial Aide

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

**Robert Behrens**

Robert Frost Middle School

Position: Chief Custodian

Salary/Step:

Effective Date(s): 10/15/2024 - 11/1/2024

Paid Medical LOA (FMLA)

**Maryanna Diaz**

May Moore School

Position: 3 hr. Non-Instructional Aide

Salary/Step:

Effective Date(s): 8/26/2024 - 12/11/2024

Extension of Unpaid Medical LOA (11/12-12/11)

**Takemma Dukes**

Transportation

Position: School Bus Driver

Salary/Step:

Effective Date(s): 9/1/2024 - 6/30/2025

Unpaid Intermittent LOA (FMLA)

**Kerryann Higgs**

Transportation

Position: School Bus Driver

Salary/Step:

Effective Date(s): 9/4/2024 - 1/6/2025

Extension of Unpaid Medical LOA (FMLA) (10/25-1/6)

**Barbara McArdle**

Deer Park High School

Position: 6 hr. Non-Instructional Aide

Salary/Step:

Effective Date(s): 9/16/2024 - 11/22/2024

Extension of Unpaid Medical LOA (11/22)

**Heather Neary**

Memorial

Position: Duplicating Machine Operator I

Salary/Step:

Effective Date(s): 1/1/2025 - 4/30/2025

Change of dates; Unpaid LOA

**Charles Ortiz**

Memorial

Position: Maintenance Mechanic IV

Salary/Step:

Effective Date(s): 11/4/2024 - 12/20/2024

Paid LOA (WC) (11/18-12/20)



**Jennifer Rivela**  
John F Kennedy Intermediate School  
Position: 3 hr. Non-Instructional Aide  
Salary/Step:  
Effective Date(s): 9/1/2024 - 12/11/2024  
Extension of Unpaid Medical LOA (11/21-12/11)

**Ashley White**  
John F Kennedy Intermediate School  
Position: 6 hr. Non-Instructional Aide  
Salary/Step:  
Effective Date(s): 10/16/2024 - 11/11/2024  
Paid 10/16-10/30; Unpaid 10/31-11/11 Medical LOA (FMLA)

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

**Holly Giovi**  
Robert Frost Middle School  
Position: School Nurse  
Salary/Step: No Change  
Effective Date(s): 11/18/2024  
Transfer from OLG to RF

**INSTRUCTIONAL**

**SCHEDULE -- CSS -- CHANGE OF STATUS / SALARY (Instructional)**

**Kristen Alo**  
John F Kennedy Intermediate School  
Position: Leave Replacement Elementary Teacher  
Salary/Step: No Change  
Effective Date(s): 10/12/2024 - 11/27/2024  
Update to prorate for T. Friend LOA; prorate to include \$892.70 (\$8,926.96)

**Erica Berdugo**  
John Quincy Adams School  
Position: Art & Literature Club  
Salary/Step: \$878.81 Step 3/1.5 Units  
Effective Date(s): 9/1/2024 - 6/30/2025  
Change in salary for half year only

**Craig Evans**  
Deer Park High School  
Position: Alternative High School Daily Administrative Supervisor  
Salary/Step: \$91.57/hr  
Effective Date(s): 9/1/2024 - 6/30/2025  
Correction to salary

**Davina League**  
May Moore School  
Position: Permanent Substitute Teacher  
Salary/Step: \$175/day  
Effective Date(s): 10/28/2024 - 10/31/2024  
Continue of daily rate for D.LaPlaca LOA

**Daniel Lombardo**  
John F Kennedy Intermediate School  
Position: Permanent Substitute Teacher  
Salary/Step: \$175/day  
Effective Date(s): 10/24/2024 - 12/20/2024  
Change in salary for L.Moynihan LOA

**Garrett Noblett**  
Deer Park High School  
Position: Alternative High School Daily Administrative Coordinator  
Salary/Step: \$91.57/hr  
Effective Date(s): 9/1/2024 - 6/30/2025  
Correction to salary

**Dina Pannone**  
Deer Park High School  
Position: Alternative High School Daily Administrative Supervisor  
Salary/Step: \$91.57/hr  
Effective Date(s): 9/1/2024 - 6/30/2025  
Correction to salary

**Summer Rutsky**  
May Moore School  
Position: Permanent Substitute Teacher  
Salary/Step: \$175/day  
Effective Date(s): 11/12/2024 - 5/31/2025  
Change of salary for L. Barry Intermittent LOA

**Beth Ann Vahle**  
John F Kennedy Intermediate School  
Position: ENL Newcomer Club  
Salary/Step: \$878.81 Step 1/1.5 Units  
Effective Date(s): 9/1/2024 - 6/30/2025  
Change to Units and salary

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

**Paris Haddo**

John F Kennedy Intermediate School  
Position: Elementary Leave Replacement Teacher  
Salary/Step: \$59,513 BA Step 1  
Effective Date(s): 10/28/2024 - 12/13/2024  
Salary prorated @ \$9,224.52 (J.Arella LOA)

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

**Laurie Johnson**

District Wide  
Position: Per Diem Substitute Teaching Assistant  
Salary/Step: \$115/day  
Effective Date(s): 11/6/2024

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

**Katherine Buquicchio**

John F Kennedy Intermediate School  
Position: Permanent Substitute Teacher  
Salary/Step: \$125/day  
Effective Date(s): 10/28/2024 - 6/30/2025

**Kris Delgavis-Burchill**

John F Kennedy Intermediate School  
Position: Permanent Substitute Teacher  
Salary/Step: \$125/day  
Effective Date(s): 10/22/2024 - 6/30/2025

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

**Amanda Betzold**

May Moore School  
Position: Permanent Substitute Teacher  
Salary/Step:  
Effective Date(s): 11/20/2024  
Terminated. No outstanding obligation to the district

**Melanie Mannino**

John Quincy Adams School  
Position: Permanent Substitute Teacher  
Salary/Step:  
Effective Date(s): 11/4/2024  
Resignation. No outstanding obligation to the district

**Nicholas Zaharia**  
John Quincy Adams School  
Position: Permanent Substitute Teacher  
Salary/Step:  
Effective Date(s): 11/1/2024  
Resignation. No outstanding obligation to the district

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

**Jennifer Arella**  
John F Kennedy Intermediate School  
Position: Elementary Teacher  
Salary/Step:  
Effective Date(s): 9/30/2024 - 12/13/2024  
Extension of Unpaid Medical LOA (FMLA)

**Natalie Birnbaum**  
Robert Frost Middle School  
Position: Science Teacher  
Salary/Step:  
Effective Date(s): 4/11/2025 - 5/30/2025  
Paid Maternity LOA (FMLA)

**David Blum**  
Robert Frost Middle School  
Position: Teaching Assistant  
Salary/Step:  
Effective Date(s): 10/1/2024 - 11/6/2024  
Paid 10/1-10/24; Unpaid 10/25-11/6 Medical LOA (FMLA)

**Taylor Friend**  
John F Kennedy Intermediate School  
Position: Elementary Teacher  
Salary/Step:  
Effective Date(s): 9/1/2024 - 11/27/2024  
Extension of Unpaid Maternity LOA (11/25-11/27)

**Lia Gonzalez**  
Robert Frost Middle School  
Position: Math Teacher  
Salary/Step:  
Effective Date(s): 10/9/2024 - 10/25/2024  
Extension of Paid Medical LOA (FMLA) (10/24-10/25)

**Steven Jaklitsch**

Deer Park High School

Position: Science Teacher

Salary/Step:

Effective Date(s): 9/1/2024 - 11/29/2024

Extension of Paid Medical LOA (11/4-11/29)

**Deana LaPlaca**

May Moore School

Position: Elementary Teacher

Salary/Step:

Effective Date(s): 10/3/2024 - 10/31/2024

Extension of Paid Medical LOA (FMLA) (10/26-10/31)

**Nancy Liston**

John F Kennedy Intermediate School

Position: Teaching Assistant

Salary/Step:

Effective Date(s): 10/31/2024 - 11/13/2024

Paid Medical LOA (FMLA)

**Eileen Muller**

May Moore School

Position: Teaching Assistant

Salary/Step:

Effective Date(s): 10/9/2024 - 10/18/2024

Extension of Paid Medical LOA (FMLA)

**Leidy Munoz**

John F Kennedy Intermediate School

Position: Teaching Assistant

Salary/Step:

Effective Date(s): 9/23/2024 - 2/28/2025

Extension of Paid Medical LOA (11/4-2/28)

**Kathryn Outcalt**

John Quincy Adams School

Position: Special Education Teacher

Salary/Step:

Effective Date(s): 10/30/2024 - 11/15/2024

Paid Medical LOA (FMLA)

**Derek Schmelter**

Deer Park High School

Position: Music Teacher

Salary/Step:

Effective Date(s): 12/2/2024 - 1/7/2025

Correction to Paid Paternity LOA dates; (Will be present for 12/17 &12/20)

**Alfonsina Sguera**

Deer Park High School

Position: World Language Teacher

Salary/Step:

Effective Date(s): 12/19/2024 - 3/7/2025

Change of LOA dates; Paid Maternity LOA (FMLA)

**Jon Steigerwald**

Robert Frost Middle School

Position: Science Teacher

Salary/Step:

Effective Date(s): 11/12/2024 - 12/20/2024

Change of LOA dates; Paid Medical LOA (FMLA)

**Gina Zulkofske**

Deer Park High School

Position: Social Studies Teacher

Salary/Step:

Effective Date(s): 11/12/2024 - 11/20/2024

Paid Medical LOA (FMLA)

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

**Megan Boccard**

District Wide

Position: ENL Parent University

Salary/Step: \$80.88/hr

Effective Date(s): 10/28/2024 - 5/31/2025

4 2hr. Meetings

**Sam Canonica**

Deer Park High School

Position: Boys Winter Track Varsity Head Coach

Salary/Step: \$8,357.58 Step 5+/11 Units

Effective Date(s): 11/18/2024 - 2/15/2025

**Michael Chin**

Deer Park High School

Position: Boys Basketball JV Head Coach

Salary/Step: \$4,979.90 Step 1/8.5 Units

Effective Date(s): 11/18/2024 - 2/15/2025

**Jeffrey Cifelli**

Robert Frost Middle School

Position: 7/8th Gr. Wrestling Head Coach

Salary/Step: \$5,318.46 Step 5+/7 Units

Effective Date(s): 1/13/2025 - 3/22/2025

**Kevin Cogan**

Robert Frost Middle School

Position: 7/8th Gr. Boys Basketball Head Coach

Salary/Step: \$5,818.46 Step 5+/7 Units

Effective Date(s): 11/4/2024 - 1/11/2025

\$500 Longevity Included

**Kevin Cogan**

Robert Frost Middle School

Position: 7/8th Gr. Girls Basketball Head Coach

Salary/Step: \$5,818.46 Step 5+/7 Units

Effective Date(s): 1/13/2025 - 3/22/2025

\$500 Longevity Included

**Andrea D'Orazio**

Deer Park High School

Position: Restorative Learning Program Science Teacher

Salary/Step: \$54.92/hr

Effective Date(s): 9/1/2024 - 6/30/2025

**Botticelli Elysee**

District Wide

Position: ENL Parent University

Salary/Step: \$80.88/hr

Effective Date(s): 10/28/2024 - 5/31/2025

4 2hr. Meetings

**Mario Fiore**

Deer Park High School

Position: Boys Winter Track Varsity Assistant Coach

Salary/Step: \$7,338.02 Step 5+/9 Units

Effective Date(s): 11/18/2024 - 2/15/2025

\$500 Longevity Included

**Anna Freidank**

District Wide

Position: ENL Parent Academy

Salary/Step: \$80.88/hr

Effective Date(s): 10/28/2024 - 5/31/2025

2 hrs. a week

**Matthew Grzybowski**

Deer Park High School

Position: Girls Basketball JV Head Coach

Salary/Step: \$4,979.90 Step 1/8.5 Units

Effective Date(s): 11/18/2024 - 2/15/2025

**David Hamil**

Deer Park High School

Position: Wrestling Varsity Assistant Coach

Salary/Step: \$7,217.91 Step 5+/9.5 Units

Effective Date(s): 11/18/2024 - 2/15/2025

**Kristen Irani**

District Wide

Position: ENL Homework Helper

Salary/Step: \$80.88/hr

Effective Date(s): 10/28/2024 - 5/31/2025

1 hr. a week

**Taneka Jones**

Deer Park High School

Position: Cheerleading Varsity Head Coach

Salary/Step: \$5,272.83 Step 3/9 Units

Effective Date(s): 11/18/2024 - 2/15/2025

**Sean Kelly**

Deer Park High School

Position: Boys Swimming Varsity Assistant Coach

Salary/Step: \$5,272.83 Step 1/9 units

Effective Date(s): 11/18/2024 - 2/15/2025

**John King**

Deer Park High School

Position: Unified Bowling Assistant Coach

Salary/Step: \$1,171.74 Step 3/2 Units

Effective Date(s): 11/18/2024 - 2/18/2025

**Julianna Knice**

Deer Park High School

Position: Girls Basketball Varsity Head Coach

Salary/Step: \$7,323.38 Step 1/12.5 Units

Effective Date(s): 11/18/2024 - 2/15/2025

**Harrison Lynch**

Deer Park High School

Position: Boys Basketball Varsity Assistant Coach

Salary/Step: \$5,565.77 Step 4/9.5 Units

Effective Date(s): 11/18/2024 - 2/15/2025



**John Malabre**

Robert Frost Middle School

Position: 7/8th Gr. Boys Volleyball Head Coach

Salary/Step: \$4,101.09 Step 2/7 Units

Effective Date(s): 1/13/2025 - 3/22/2025

**Craig Mangio**

Deer Park High School

Position: Boys Swimming Varsity Head Coach

Salary/Step: \$8,857.58 Step 5+/11 Units

Effective Date(s): 11/18/2024 - 2/15/2025

\$500 Longevity Included

**Seth Margolin**

Deer Park High School

Position: Rho Kappa Social Studies

Salary/Step: \$1,519.56 Step 5+/2 Units

Effective Date(s): 9/1/2024 - 6/30/2025

**Kevin Marner**

Deer Park High School

Position: Girls Basketball Varsity Assistant Coach

Salary/Step: \$7,217.91 Step 5+/9.5 Units

Effective Date(s): 11/18/2024 - 2/15/2025

**John McCaffrey**

Deer Park High School

Position: Boys Basketball Varsity Head Coach

Salary/Step: \$9,997.25 Step 5+/12.5 Units

Effective Date(s): 11/18/2024 - 2/15/2025

\$500 Longevity Included

**Kristen McHugh**

District Wide

Position: ENL Homework Helper

Salary/Step: \$80.88/hr

Effective Date(s): 10/28/2024 - 5/31/2025

1 hr. a week

**Michael McLaughlin**

Deer Park High School

Position: Wrestling Varsity Head Coach

Salary/Step: \$9,617.36 Step 5+/12 Units

Effective Date(s): 11/18/2024 - 2/15/2025

\$500 Longevity Included

**Alexandra Morelli**

Deer Park High School

Position: Cheerleading JV Head Coach

Salary/Step: \$3,808.16 Step 1/6.5 Units

Effective Date(s): 11/18/2024 - 2/18/2025

**Matthew Moynihan**

Deer Park High School

Position: Wrestling JV Head Coach

Salary/Step: \$4,979.90 Step 2/8.5 Units

Effective Date(s): 11/18/2024 - 2/15/2025

**Heather Nola**

District Wide

Position: Document Translator

Salary/Step: \$80.88/hr

Effective Date(s): 11/1/2024 - 11/30/2024

**Kaitlyn Passaro**

Deer Park High School

Position: Girls Winter Track Varsity Assistant Coach

Salary/Step: \$5,272.83 Step 1/9 Units

Effective Date(s): 11/18/2024 - 2/15/2025

**James Petti**

Deer Park High School

Position: Girls Winter Track Varsity Head Coach

Salary/Step: \$8,857.58 Step 5+/11 Units

Effective Date(s): 11/18/2024 - 2/15/2025

\$500 Longevity Included

**Samantha Racano**

Robert Frost Middle School

Position: 7/8th Gr. Girls Volleyball Head Coach

Salary/Step: \$4,101.09 Step 4/7 Units

Effective Date(s): 11/4/2024 - 1/11/2025

**Brittany Savino**

John Quincy Adams School

Position: Art & Literature Club

Salary/Step: \$1,139.67 Step 5/1.5 Units

Effective Date(s): 9/1/2024 - 6/30/2025

**Meaghan Shanley**

Robert Frost Middle School

Position: 7/8th Gr. Cheerleading Head Coach

Salary/Step: \$2,929.35 Step 1/5 Units

Effective Date(s): 11/4/2024 - 1/11/2025

**Nicholas Sullivan**

Deer Park High School

Position: Bowling Varsity Head Coach

Salary/Step: \$4,101.09 Step 1/7 Units

Effective Date(s): 11/18/2024 - 2/15/2025

**Brian Tower**

Deer Park High School

Position: Unified Bowling Head Coach

Salary/Step: \$2,279.34 Step 5+/3 Units

Effective Date(s): 11/18/2024 - 2/18/2025

**Christy Villalobos**

District Wide

Position: ENL Homework Helper

Salary/Step: \$80.88/hr

Effective Date(s): 10/28/2024 - 5/31/2025

1 hr. a week

**Christy Villalobos**

District Wide

Position: ENL Parent Academy

Salary/Step: \$80.88/hr

Effective Date(s): 10/28/2024 - 5/31/2025

2 hrs. a week

**Joanne Wahl**

John F Kennedy Intermediate School

Position: ENL Newcomer Club

Salary/Step: \$878.81 Step 2/1.5 Units

Effective Date(s): 9/1/2024 - 6/30/2025

**SCHEDULE 24/BP-874 - SCHEDULES OF BILLS PAYABLE**

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

## **SCHEDULE D – BID AWARDS**

### **Bids for Bid # BDP24-013 Indoor Bleacher/Basketball Backstop Maintenance, Annual Inspection, Service and Repair were received and opened at 11:00 AM on November 14, 2024.**

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

Bids were received from the following vendors:

NZL Equipment

Present at bid opening: Concetta Bertelle, Purchasing Agent and Eileen Homeyer, Recorder. There were no vendors present.

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

NZL Equipment

### **Bids for Bid # BDP24-014 Service and Rebuild Pumps and Electrical Motors were received and opened at 11:00 AM on November 15, 2024.**

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

Bids were received from the following vendors:

|                                |                             |
|--------------------------------|-----------------------------|
| A&M Pump and Motor Repair Inc. | \$85.00 per hour labor cost |
| Pro Pump Corp.                 | \$95.00 per hour labor cost |

Present at bid opening: Concetta Bertelle, Purchasing Agent and Eileen Homeyer, Recorder. There were no vendors present.

It is recommended that the bid be awarded to the following vendor as the lowest responsible bidder meeting specifications:

|                                |                             |
|--------------------------------|-----------------------------|
| A&M Pump and Motor Repair Inc. | \$85.00 per hour labor cost |
|--------------------------------|-----------------------------|

## **SCHEDULE 24-E-496 - EXPLANATION OF BUDGETARY TRANSFERS**

#T6

## SCHEDULE 24-F-467 & 468 – CONTRACT REPORTS

| Category | Fund  | Vendor                                                | Purpose                                           | Dates                 | Amount                                                                                                                                                           |
|----------|-------|-------------------------------------------------------|---------------------------------------------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Admin    | G     | Carolyn Burke                                         | Athletic Training                                 | 11/12/2024-6/6/2025   | \$75.00/hour                                                                                                                                                     |
| Admin    | G     | Jessica Dautner                                       | Athletic Training                                 | 11/12/2024-6/6/2025   | \$75.00/hour                                                                                                                                                     |
| Admin    | G     | Frederick De Nisco                                    | Athletic Training                                 | 11/12/2024-6/6/2025   | \$75.00/hour                                                                                                                                                     |
| Admin    | G     | Rich Guillen                                          | Arranger                                          | 11/12/2024-6/30/2025  | \$4,500.00                                                                                                                                                       |
| Admin    | G     | Jarod Sullivan                                        | Percussion Arranger                               | 11/12/2024-6/30/2025  | \$2,500.00                                                                                                                                                       |
| Admin    | G     | Acco Brands/GBC                                       | Service Contract for Laminator                    | 9/3/2024-9/2/2025     | \$405.00                                                                                                                                                         |
| Admin    | G     | Babylon Hardware                                      | Bid No. BDP23-011 Hardware at Miscellaneous Items | 12/12/2024-12/11/2025 | See Bid #BDP23-011 Bid Award Sheet                                                                                                                               |
| Admin    | G     | Rich Guillen                                          | Accompanist                                       | 11/12/2024-6/30/2025  | \$4,500.00                                                                                                                                                       |
| Admin    | G     | James Maurer                                          | "Iester Jim" Performance                          | 3/13/2025             | \$1,200.00                                                                                                                                                       |
| Admin    | G     | Jarod Sullivan                                        | Accompanist                                       | 11/12/2024-6/30/2025  | \$2,500.00                                                                                                                                                       |
| Admin    | G     | Sarah Zagaia                                          | Performance of "Raising Betty"                    | 5/1/2025              | \$250.00                                                                                                                                                         |
| Admin    | G     | Westerman Ball Ederer Miller Zucker & Sharfstein, LLP | Representation in the NYSIR Cov Dispute           |                       | \$525-\$775/hour for partners and of counsel; \$295-\$550/ho associates and \$250-\$260/hour for paraprofessionals plus disbursements on Deer Park UFSD's behalf |
| Admin    | G     | Suffolk Transportation Systems Inc.                   | Transportation Contract                           | 10/28/2024-6/30/2025  | \$59,878.40                                                                                                                                                      |
| Income   | F & G | West Islip UFSD                                       | Special Ed & Related Services                     | 7/1/2024-6/30/2025    | 1 student                                                                                                                                                        |

### SCHEDULE 11-H-24 – HOME TEACHING (regular & S/E) (confidential)

### SCHEDULE 11-S-24 – SPECIAL TRANSPORTATION (confidential)

### SCHEDULE 11-SE-24 - COMMITTEE RECOMMENDATIONS (confidential)

## VII. RECEIPT OF SCHEDULES

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

### SCHEDULE 24-A-535 – TREASURERS REPORT

|                         |                                    |                |
|-------------------------|------------------------------------|----------------|
| Statement of Revenues - | General Fund -                     | July-September |
|                         | Federal Fund -                     | July-September |
|                         | Special Revenue Fund -             | July-September |
|                         | School Lunch Fund -                | July-September |
| Treasurer's Report      | July-September                     |                |
| Cash Flow               | July-September                     |                |
| Claims Audit Report     | October 1, 2024 - October 31, 2024 |                |

## **SCHEDULE 24-B-854 - APPROPRIATION BUDGET STATUS REPORT**

Appropriation Budget Status  
Report

|                            |                |
|----------------------------|----------------|
| General Fund -             | July-September |
| Capital Fund -             | July-September |
| Federal Fund -             | July-September |
| Special Revenue Fund -     | July-September |
| Energy Conservation Fund - | July-September |
| School Lunch Fund-         | July-September |

Trial Balance  
July-September

General  
Worker's Comp & Unemployment  
Federal  
Capital  
Capital Energy Cons. Proj.  
Trust & Agency  
Private Purpose Trust  
Flexible Benefits  
School Lunch

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

- *Draft 2025-2026 School Holiday Calendar*
- *Fieldtrip – RF Band to Music in the Parks, PA – June 7, 2025*
- *Committee Meeting updates*

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

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

### **XI. ADJOURN**

**Deer Park Union Free School District**  
**MAY 20, 2025 BUDGET VOTE**  
**BUDGET DEVELOPMENT CALENDAR**

|              |
|--------------|
| <b>DRAFT</b> |
|--------------|

| DATE            | BUDGET TASK                                                                                                                  | RESPONSIBILITY             |
|-----------------|------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| 11/7/24         | Proposal requests to vendors for 2025-2026 services                                                                          | Business Office            |
| *11/26/24       | Calendar to BOE for approval – discuss direction and parameters                                                              |                            |
| Nov             | Administrator budgets entered by business office, budget reports prepared                                                    |                            |
| 12/2/24         | Budgets from administrators due                                                                                              | Individual Admins          |
| 12/2-6,2024     | DO meetings with budget administrators to review                                                                             | DO, Admins                 |
| 12/9/24         | Review current year expenditures                                                                                             | Jimenez                    |
| 12/18/25        | Input salary and personnel projections, staffing requests due                                                                |                            |
| 1/6/25          | Business office provides working budget to Superintendent                                                                    |                            |
| 1/6/25          | Schedule student activities for day of vote                                                                                  | Principals                 |
| 1/9/25          | Full administrative review and approval of 1 <sup>st</sup> draft                                                             | All Admin                  |
| 1/20/25         | Revise budget according to State Aid projections                                                                             | DO                         |
|                 | Fixed contractual expenses calculated and entered                                                                            | Jimenez/Cummings/ Reynolds |
|                 | Calculate/enter revenue, project State Aid                                                                                   | Jimenez                    |
| Early Feb       | Review BOCES co-sers / project next year's BOCES expenses                                                                    | DO(Consult Admin)          |
| Feb             | Student registration in PIG / Eco                                                                                            | Cobb/Kozlowsky             |
| 2/14/25         | Budget sent home in packet to BOE                                                                                            | Superintendent             |
| *2/25/25        | Budget presented to BOE – Introduction                                                                                       | BOE/Jimenez                |
| 3/1/25          | Calculation of tax levy limit sent to State Comptroller, Commissioner of Education, and Commissioner of Taxation and Finance | Jimenez                    |
| After 3/1/25    | BOE Candidate Petitions available for pick up by appt. from the District Clerk                                               | District Clerk             |
| *3/11/25        | BOE review specified codes                                                                                                   | BOE/DO                     |
| 3/21/25         | Last day voter propositions (60 days prior to vote)                                                                          | District Clerk             |
| *3/25/25        | BOE review specified codes - conclude BOE modifications/Public input meeting                                                 | BOE / DO                   |
| 3/26/25         | Possible revisions entered                                                                                                   | Business Office            |
| 4/1-4/5, 2025   | 1 <sup>st</sup> Public notice at least 45 days prior, 4x before vote                                                         | District Clerk             |
| April           | Publish budget notice in district newsletter                                                                                 | Syntax                     |
| *4/8/25         | BOE discuss questions raised at workshops                                                                                    | BOE/DO                     |
|                 | Full administrative review and approval                                                                                      | DO/Admin                   |
|                 | Official adoption of budget and approval of Property Tax Report Card                                                         | BOE                        |
| 4/21/25         | Meet with Syntax to prepare public presentation/materials                                                                    | Superintendent/Syntax      |
|                 | Budget booklet sent to printer                                                                                               | Meg/Larry Mangan           |
|                 | Last day for petition to run for BOE – Petitions returned NLT 5:00 PM                                                        | District Clerk             |
| 4/22/25         | Drawing of ballot position – Time TBD – Ballot finalized                                                                     | District Clerk             |
| 5/6/25          | Budget available to public at least 7 days prior to public hearing                                                           | Business Office            |
|                 | Budget booklet available / mailed                                                                                            |                            |
| Early May, 2025 | Voter Registration – in person - check the website for specific times/dates                                                  | District Clerk             |
| *5/13/25        | Public Hearing/ 7-14 days prior to vote                                                                                      |                            |
|                 | Receipt of Absentee Ballot APPLICATION (if ballot is to be MAILED to voter)                                                  |                            |
| 5/14/25         | Budget Notice mailed 6 days prior to vote                                                                                    | Jimenez                    |
| 5/20/25         | Absentee ballots received by District Clerk no later than 5PM, day of vote                                                   | District Clerk             |
|                 | Budget vote                                                                                                                  |                            |
|                 | Students vote                                                                                                                | Principals                 |

“\*” indicates BOE meeting

**May 20, 2025 Budget Vote**  
***Planning Calendar***

| <b>DATE</b>        | <b>Budget Activity / Category (Budget Code)</b>                                                                                                                                                                                                                                      |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| February 14, 2025  | Budget sent home to BOE                                                                                                                                                                                                                                                              |
| February 25, 2025* | Introduce Budget to Public                                                                                                                                                                                                                                                           |
| March 11, 2025     | Fringe Benefits, Capital, Debt Service (9000), BOE, Central Admin, Finance (1010-1399)<br>Revenues and Tax Levy<br>Legal Services, Personnel (1420-1499)<br>Central Services / Buildings and Grounds (1620-1989)<br>Supervision / Instructional (2010-2020), Instruction (2110-2170) |
| March 25, 2025     | Special Education (2250-2259)<br>Special Schools, PPS (2280,2320-2350, 2805-2832)<br>Athletics, Pool, Co-Curricular (2850, 2851-2855, 2856)<br>Transportation (5500)<br>Instructional Media (2610-2612)<br>Technology (2630)<br>Public Input/BOE Modifications                       |
| April 8, 2025      | Official Adoption of Budget                                                                                                                                                                                                                                                          |
| May 6, 2025        | Budget Available to Public                                                                                                                                                                                                                                                           |
| May 13, 2025       | Public Hearing                                                                                                                                                                                                                                                                       |
| May 20, 2025       | Budget / Board of Education Trustees Vote<br>(7:00 A.M. to 9:00 P.M. at the DPHS)                                                                                                                                                                                                    |

The Deer Park Board of Education and district administration will review budget areas as outlined in the planning calendar above. All meetings will be held in the administration building at 7:30 P.M. or at the location and time advertised if on the date of a regular open meeting. The 2025-2026 Budget may be discussed at regularly scheduled Board of Education meetings as well as these budget work sessions.

\*The board may enter into executive session to discuss matters related to the financial history of non-contractual school administrators who are employed by the District.



## 6645 CAPITAL ASSETS ACCOUNTING

The Assistant Superintendent for Business and Operations shall be the official responsible for oversight of the accounting for capital assets according to the procedures documented in this policy.

### Valuation

All assets will be recorded at cost based on invoice price and include all necessary costs incurred to place the asset in service. Incidental costs may include, but are not limited to shipping, handling, freight, duties, registration fees, installation costs or insurance during transit. All gifts of capital assets will be recorded at fair value at the time received.

### Capitalization (\$ Threshold)

Assets with a useful life of greater than three years will be considered for capitalization. The threshold to be used for the following purposes and or categories of assets is as follows:

|                                                           | Physical & Insurance<br>Purposes | Financial Reporting<br>(GASB #34)               |
|-----------------------------------------------------------|----------------------------------|-------------------------------------------------|
| Land Improvements                                         | \$ 10,000                        | \$ 25,000                                       |
| Buildings & Improvements                                  | \$ 10,000                        | \$ 50,000                                       |
| Furniture and Equipment                                   | <del>\$ 2,500</del> \$5,000      | \$ 5,000                                        |
|                                                           |                                  | Financial Reporting<br>(GASB #87 &<br>GASB #96) |
| Right-to-use Leased Assets                                |                                  | \$5,000                                         |
| Subscription-based Information<br>Technology Arrangements |                                  | \$5,000                                         |

### Depreciation Method and Useful Lives

All assets will be depreciated using the straight-line method and useful lives will be estimated in the year of purchase. Depreciation expense will be calculated beginning in the year after acquisition.

A property record will be maintained for each asset and will contain, where possible, the following information:

- a. Date of Acquisition
- b. Description
- c. Cost or Value
- d. Location
- e. Responsible Official
- f. Estimated Useful Life
- g. Date and Method of Disposition

The Assistant Superintendent for Business and Operations shall arrange for the inventory and appraisal of school district property, equipment and material. Any discrepancies between an inventory and the district's property records on file should be traced and explained.

Adoption Date: January 22, 2008  
First Reading: October 13, 2009  
Adoption Date: October 27, 2009  
First Reading: November 15, 2016  
First Reading: March 9, 2021  
Adoption Date: March 23, 2021  
First Reading: November 14, 2023