

DEER PARK UFSD
BOARD OF EDUCATION
MARCH 19, 2013
OPEN MEETING AGENDA – 8:00 PM
ADMINISTRATION OFFICE



- I. Call to Order, pledge
- II. Roll Call: Members, Board of Education & Administration
- III. **APPROVAL OF MINUTES**

Recommend that the Board of Education make the necessary corrections and move for the approval of the Minutes from the Open Meeting on February 18, 2013.

IV. **PRESENTATIONS**

REBECCA FOX

Robert Frost student who
participated in the
L.I. Regional Spelling Bee at
Hofstra University

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Thank you to Ms. Schwartz  
JFK Art Teacher for  
displaying her students artwork  
In the Board Room

V. **NEW BUSINESS**

**1. FIRST READING – POLICIES 8630 & 8630-R**

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

**RESOLVED**, that the Board of Education approve the revisions to the below policies:

#8630 – Computer Resources & Data Management  
#8630R – Computer Resources & Data Management Regulation

**2. SECOND READING & APPROVAL – POLICIES**

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

**RESOLVED**, that the Board of Education approve the following policies as accepted and adopted by the Board of Education and placed in the Board of Education Policy manual:

#3440 – Expense Reimbursement Policy  
#3440R – Expense Reimbursement Regulations  
#5300.65 – Code of Conduct – Visitors at schools  
#8130 – School Safety Plans and Teams  
#8210.1 – Use of Surveillance Cameras on School Property

**3. APPOINTMENT OF CHAIRPERSON FOR SPECIAL MEETING**

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

**RESOLVED**, that the Board of Education appoint Lisa Brennan, District Clerk to preside over the Special Budget meeting of May 21, 2013.

#### **4. LEGAL NOTICE FOR SPECIAL MEETING**

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

**RESOLVED**, that the Board of Education of the Deer Park Union Free School District approve the Legal Notice pertaining to the Special Meeting budget vote, Election of Members to the Board of Education and the use of monies from the existing capital fund for projects and repairs. This advertisement will be in the L.I. Business News and The Beacon publications.

#### **5. REGISTRARS AND TELLERS**

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

**RESOLVED**, that the Board of Education approve the following Deer Park residents to work as Registrars and Tellers and they shall receive \$10.00 per hour for the forthcoming Budget Registration and Special Meeting on May 21, 2013.

|                   |                    |                |                |
|-------------------|--------------------|----------------|----------------|
| Lucy Caldone      | Pat Alfano         | Susan Etersque | Gina L. Vogler |
| Terri Altadonna   | Angela Mento       | Rosalie Marro  | Marie Valerio  |
| Marge Pasqualone  | Rae Lange          | Alyssa Napoli  | Martin Tanzer  |
| Marlene Downing   | Eileen Hickey      | Linda Melendez | Rosemary Gatti |
| Eileen LaMotte    | Christina Bertelle | Sue Gaskin     | Irene Byrd     |
| Anne Sheppard     | Dawn Modica        | Lucy Benevegna | Rose Olis      |
| Concetta Bertelle | Marie Fiorentino   | Marisa LaMotte |                |

#### **6. AMENDMENT TO SUPERINTENDENT'S CONTRACT (Extension)**

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

**RESOLVED**, that the Board of Education of the Deer Park Union Free School District hereby amends the contract of Eva J. Demyen, as Superintendent of Schools, extending it to March 18, 2018, and it is further

**RESOLVED**, that the President of the Board of Education is hereby authorized to sign such amendment on behalf of the Board of Education.

## **7. CLOSING OF ABRAHAM LINCOLN SCHOOL**

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

RESOLVED, that effective the 2013-2014 school year, the Abraham Lincoln school will be closed and not used for instructional purposes.

## **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)**

##### **Olga Gerve**

Transportation

Position: Substitute Bus Driver

Salary/Step: \$21.50/hr

Effective Date(s): 3/13/2013

SALARY CHANGE to correct substitute rate

##### **Thomas Lowe**

Transportation

Position: Substitute Bus Driver

Salary/Step: \$21.50/hr

Effective Date(s): 3/13/2013

SALARY CHANGE to correct substitute rate

##### **James Mare**

Transportation

Position: Sub Bus Driver

Salary/Step: \$21.50/hr

From: \$23.50/per hour To: \$21.50/per hour

Effective Date(s): 1/1/2013

From regular driver to sub driver.

**Michael Negron**

Transportation

Position: Substitute Bus Driver

Salary/Step: \$21.50/hr

Effective Date(s): 3/13/2013

SALARY CHANGE to correct substitute rate

**Debra Wares-Holland**

Transportation

Position: Part Time Bus Driver

Salary/Step:

Effective Date(s): 3/13/2013

From sub driver to regular driver. NO CHANGE IN SALARY.

**Tonja Woods**

Transportation

Position: Substitute Bus Driver

Salary/Step: \$21.50/hr

Effective Date(s): 3/13/2013

SALARY CHANGE to correct substitute rate

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

**Michael Appleyard**

Memorial

Position: Substitute Custodian

Salary/Step: \$8.50/per hour

Effective Date(s): 3/6/2013

**Gail Heffernan**

District Wide

Position: Substitute Aide

Salary/Step: \$8.00/per hour

Effective Date(s): 3/6/2013

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

**Josephine Calder**

District Wide

Position: Substitute Aide

Salary/Step: \$8/ hr

Effective Date(s): 3/13/2013

**Josephine Calder**  
District Wide  
Position: Substitute Clerical  
Salary/Step: \$10/hr  
Effective Date(s): 3/13/2013

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

**Anne Maxwell**  
Memorial  
Position: Clerk Typist  
Salary/Step:  
Effective Date(s): 7/29/2013  
Change of Retirement date from 6/30/13 to 7/29/13.

**Debra Randazzo**  
District Wide  
Position: Substitute Teacher Aide  
Salary/Step:  
Effective Date(s): 2/26/2013  
Resignation. No outstanding obligation to the district.

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

**Paula De lagrenade**  
Transportation  
Position: Bus Driver & Cafeteria Aide  
Salary/Step:  
Effective Date(s): 1/25/2013 - 3/20/2013  
Unpaid Medical LOA

**Susan Ermish**  
Memorial  
Position: Print Shop Supervisor  
Salary/Step:  
Effective Date(s): 2/26/2013 - 3/20/2013  
Extension of Paid Medical LOA (FMLA)

**Susan Ermish**  
Memorial  
Position: Print Shop Supervisor  
Salary/Step:  
Effective Date(s): 3/7/2013 - 3/20/2013  
Extension of paid medical LOA (FMLA)

**Cheryl Howard**

Transportation

Position: Bus Driver

Salary/Step:

Effective Date(s): 3/20/2013 - 4/12/2013

3/20/13-4/5/13 Paid FMLA (4/5/13 is 1/2 day paid) 4/6/13-4/12/13

Unpaid remainder of FMLA

**INSTRUCTIONAL**

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

**Michele Fariello**

May Moore School

Position: Long Term Sub (LR) Elementary Teacher

Salary/Step: \$55,489 MA/Step 1

Effective Date(s): 3/23/2013 - 5/27/2013

Prorated salary at \$11,097.80

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

**Robert Acierno**

District Wide

Position: Per-Diem Substitute Teacher

Salary/Step: \$100/day

Effective Date(s): 3/13/2013

Math certification

**Nicole Dabe**

District Wide

Position: Per-Diem Substitute Teacher

Salary/Step: \$100/day

Effective Date(s): 3/20/2013

Elementary K-6 certification

**Jennifer Farrell**

District Wide

Position: Per-Diem Substitute Teacher

Salary/Step: \$100/day

Effective Date(s): 3/20/2013

Childhood Ed 1-6 and Students w/ Dis 1-6 certifications

**Jessica Gartland**

District Wide  
Position: Per- Diem Substitute Teacher  
Salary/Step: \$100/day  
Effective Date(s): 3/13/2013  
Business K-12 certification

**Victoria Gloe**

District Wide  
Position: Per-Diem Substitute Teacher  
Salary/Step: \$100/day  
Effective Date(s): 3/20/2013  
Childhood Ed 1-6 certification

**Amy Mastrocinque**

District Wide  
Position: Per-Diem Substitute Teacher  
Salary/Step: \$100/day  
Effective Date(s): 6/1/2013  
ELA 7-12 certification

**Jodi Mazovec**

District Wide  
Position: Per-Diem Substitute Teacher  
Salary/Step: \$100/day  
Effective Date(s): 3/20/2013  
Childhood Ed 1-6 and Students w/ Dis 1-6 certifications

**Jillian Miller**

District Wide  
Position: Per-Diem Substitute Teacher  
Salary/Step: \$100/day  
Effective Date(s): 3/20/2013  
Elementary 1-6 certification

**Michael Munoz**

District Wide  
Position: Per-Diem Substitute Teacher  
Salary/Step: \$100/day  
Effective Date(s): 3/13/2013  
Physical Education certification

**Yianna Petroutsas**

District Wide  
Position: Per-Diem Substitute Teacher  
Salary/Step: \$100 per day  
Effective Date(s): 9/1/2013  
Spanish certification

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

**Amy Mastrocinque**

Deer Park High School  
Position: Permanent Substitute Teacher  
Salary/Step: \$115 per day  
Effective Date(s): 3/18/2013 - 5/31/2013

**Yianna Petroutsas**

Robert Frost Middle School  
Position: Permanent Substitute Teacher  
Salary/Step: \$115 per day  
Effective Date(s): 3/18/2013 - 6/30/2013

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

**Kathleen Griffin**

John F Kennedy Intermediate School  
Position: Associate Principal  
Salary/Step:  
Effective Date(s): 9/1/2013  
Resignation for the purpose of RETIREMENT.

**Sandra James**

District Wide  
Position: Per-Diem Substitute Teacher  
Salary/Step:  
Effective Date(s): 2/24/2013  
Resignation. No outstanding obligation to the district.

**Roanne Lefing**

John Quincy Adams School

Position: Librarian

Salary/Step:

Effective Date(s): 6/30/2013

Resignation for the purpose of RETIREMENT.

**Randi Medeiros**

Deer Park High School

Position: District Administrator - Special Ed

Salary/Step:

Effective Date(s): 9/30/2013

Resignation for the purpose of RETIREMENT.

**Daniel Richards**

Deer Park High School

Position: Permanent Substitute Teacher

Salary/Step:

Effective Date(s): 3/20/2013

Resignation as Permanent Substitute ONLY. (He will remain as a per-diem substitute through June 2013.)

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

**Joanne Bibow-Buck**

Robert Frost Middle School

Position: Art Teacher

Salary/Step:

Effective Date(s): 2/1/2013 - 3/15/2013

CHANGE of DATES for remainder of paid FMLA (returning early)

**Drew Cisek**

John Quincy Adams School

Position: Elementary Teacher

Salary/Step:

Effective Date(s): 3/4/2013 - 3/19/2013

Paid Medical Leave of Absence (FMLA)

**Keri Cook**

Robert Frost Middle School

Position: Spanish Teacher

Salary/Step:

Effective Date(s): 3/11/2013 - 6/30/2013

CHANGE OF DATES: 3/11/13-5/9/13 Maternity Leave of Absence (FMLA) 5/10/13-6/17/13

Unpaid Remainder of Maternity FMLA 6/18/13-6/30/13 Unpaid Medical LOA

**Christine DiProperzio**

Deer Park High School

Position: English Teacher

Salary/Step:

Effective Date(s): 2/4/2013 - 5/10/2013

CHANGE: 2/4/13-5/3/13 Paid Maternity LOA (FMLA) 5/4/13-5/10/13 Paid Medical LOA

**Christine Murphy**

Deer Park High School

Position: ELA Teacher

Salary/Step:

Effective Date(s): 2/26/2013 - 4/12/2013

CHANGE to 2/26/13-3/12/13 Paid Remainder of LOA (FMLA)  
3/13/13-4/12/13 Unpaid Remainder of FMLA

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

**Kristin Engel**

Deer Park High School

Position: Head JV Girls Lacrosse Coach

Salary/Step: \$4,032.15 8.5 Units/Step 1

Effective Date(s): 3/4/2013 - 5/9/2013

**Vincent Galasso**

Deer Park High School

Position: JV Head Boys Lacrosse Coach

Salary/Step: \$4,032.15 8.5 Units/Step 1

Effective Date(s): 3/4/2013 - 5/9/2013

**Peter Gugliotta**

Robert Frost Middle School

Position: Boys Lacrosse Coach 7 & 8 Gr.

Salary/Step: \$3,320.59 7 Units/Step 1

Effective Date(s): 3/4/2013 - 5/9/2013

## **SCHEDULE 12/BP-737 – SCHEDULES OF BILLS PAYABLE**

|                    |                      |           |                |
|--------------------|----------------------|-----------|----------------|
| *WORKERS'<br>COMP. | Daily Check Register | 2/25/2013 | \$11,144.24    |
| *WORKERS'<br>COMP. | Daily Check Register | 2/27/2013 | \$6,377.39     |
| *WORKERS'<br>COMP. | Daily Check Register | 2/28/2013 | \$378.84       |
| *TRUST &<br>AGENCY | #8                   | 2/28/2013 | \$2,079,022.20 |
| *GENERAL FUND      | #33                  | 2/28/2013 | \$36,278.27    |
| *SCHOOL LUNCH      | #12                  | 3/5/2013  | \$349.20       |
| *FEDERAL FUND      | #17                  | 3/5/2013  | \$44,293.02    |
| *GENERAL FUND      | #35                  | 3/5/2013  | \$283,933.13   |
| WORKERS'<br>COMP.  | Daily Check Register | 3/11/2013 | \$7,540.00     |
| WORKERS'<br>COMP.  | Daily Check Register | 3/11/2013 | \$8,882.66     |
| WORKERS'<br>COMP.  | Daily Check Register | 3/13/2013 | \$6,996.94     |
| CAPITAL FUND       | #9                   | 3/19/2013 | \$476.21       |
| SCHOOL LUNCH       | #13                  | 3/19/2013 | \$136,440.02   |
| FEDERAL FUND       | #18                  | 3/19/2013 | \$14,671.07    |
| GENERAL FUND       | #37                  | 3/19/2013 | \$402,000.95   |
| MEDICARE<br>REIMB. | #38                  | 3/31/2013 | \$160,535.30   |

## **SCHEDULE R13-D-001 – SCHOOL PHYSICIAN SERVICES**

Proposals for RFP # RDP13-001 School Physician Services were received at 11:00 am on March 1, 2013.

Proposals were advertised in Newsday. Forms and specifications were processed in accordance with Section 104 of the General Municipal Law and proposals were solicited from vendors on the standard proposal list of the District as well as on the Empire State Purchasing Group at www.EmpireStateBidSystem.com.

Proposals were received from the following vendors:

|                                |             |
|--------------------------------|-------------|
| Anthony N. Donatelli Jr., M.D. | \$33,987.00 |
| Frank S. Segreto, M.D., P.C.   | \$30,000.00 |
| Jason B. Hitner, M.D.          | \$28,500.00 |

Proposals were received by Lauren von Ende, Purchasing Agent and recorded by Concetta Bertelle, Clerk Typist.

It is recommended that the RFP be awarded to the following vendor based on the School District's past experience and positive feedback with this vendor:

|                                |             |
|--------------------------------|-------------|
| Anthony N. Donatelli Jr., M.D. | \$33,987.00 |
|--------------------------------|-------------|

**SCHEDULE 13-E-359- EXPLANATION OF BUDGETARY TRANSFERS**  
**#T14, T15**

**SCHEDULES 13-F-222, 221 & 220 - CONTRACT REPORTS**

**SCHEDULE 3-H-13 - HOME TEACHING (regular & special)**  
(Confidential)

**SCHEDULE 3-S-13 - SPECIAL TRANSPORTATION**  
(confidential)

**SCHEDULE 3-SE-13 - COMMITTEE RECOMMENDATIONS**  
(confidential)

VII. **RECEIPT OF SCHEDULES**

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

**SCHEDULE 13-A-407 - TREASURER'S REPORT**

|                         |                                      |     |
|-------------------------|--------------------------------------|-----|
| Statement of Revenues - | General Fund -                       | Feb |
|                         | Federal Fund -                       | Feb |
|                         | School Lunch Fund -                  | Feb |
| Treasurer's Report      |                                      |     |
| -                       | Feb                                  |     |
| Cash Flow -             | Feb                                  |     |
| Claims Audit Report -   | February 1, 2013 - February 28, 2013 |     |

## **SCHEDULE 13-B-737 - APPROPRIATION BUDGET STATUS REPORT**

|                                    |                                                                                                                                                                      |            |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Appropriation Budget Status Report | General Fund -<br>Capital Fund (Regular/Bond) -                                                                                                                      | Feb<br>Feb |
|                                    | Federal Fund -<br>School Lunch Fund -                                                                                                                                | Feb<br>Feb |
| Extra-Classroom Activities Funds   | High School -<br>Robert Frost -                                                                                                                                      | Feb<br>Feb |
| Trial Balance<br>(Feb)             | General Fund<br>School Lunch<br>Workers' Comp. &<br>Unemployment<br>Federal Fund<br>Capital Projects<br>Trust & Agency<br>Private Purpose Trust<br>Flexible Benefits |            |

### **VIII. DISCUSSION**

- Varsity Softball trip to Binghamton, NY 4/13 - 4/14/2013
- 2013-2014 Budget

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

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

### **XI. ADJOURN**

