

MINUTES
ROCKY POINT PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
November 26, 2007

Mrs. Thalen called the meeting to order at 7:40 PM.

Pledge of Allegiance

Present: Geraldine Thalen, President
 Joseph Sanseverino, Vice-President
 Edward Darcey, Trustee
 Michael Matera, Trustee
 Margaret Smith, Trustee
 Carla L. D'Ambrosio Ed.D., Superintendent of Schools
 Sherry J. Alessandro, Ed.D., Asst. Supt. for HR/Administration
 Michael W. Ivanoff, Director of Finance and Operations
 Patricia Jones, District Clerk

Absent: None

Mrs. Thalen opened the floor to questions and/or comments from members of the audience.

At this time, there were no questions. Mrs. Thalen reminded all that there would be another opportunity, at the end of the meeting, for questions and/or comments.

Mrs. Thalen announced that she was presenting to board trustees Michael Matera, Joseph Sanseverino and Margaret Smith certificates from NYSSBA in recognition of their completion of forty hours of leadership development training. Mrs. Thalen acknowledged her colleagues and thanked them for their commitment and dedication as school board members.

Mrs. Thalen introduced Peter Rodriguez, CPA, Coughlin Foundotos Cullen & Danowski, LLP. Mr. Rodriguez presented an overall analysis of the findings of Coughlin Foundotos Cullen & Danowski, LLP, external auditors for the Rocky Point UFSD. Mr. Rodriguez explained that the district utilizes three types of auditors: claims auditor, internal auditor and external auditor. Mr. Rodriguez advised that it was a role of the external auditor, among others, to express a specific opinion as to how transactions are processed and who is responsible for such transactions. In summary, Mr. Rodriguez announced that the Rocky Point UFSD was graded with an "unqualified opinion," the highest opinion awarded among the possible gradings of "unqualified opinion," "no material weaknesses," and "no instances of non-conformity." Mr. Rodriguez further stated that designated areas of improvement were followed up with specific recommendations for improvement furnished by Coughlin Foundotos Cullen & Danowski, LLP. Following the presentation, Mrs. Thalen asked the members of the Board of Education if they had any questions for Mr. Rodriguez. There were no specific questions. Mrs. Thalen explained

that the external auditors worked for the Board of Education and not the Rocky Point UFSD, as required by the New York State Education Department. At this time, Mrs. Thalen asked if members of the audience had any questions concerning Mr. Rodriguez's presentation.

- Mrs. Diane Burke asked Mr. Rodriguez to comment specifically about the GASB 34 (Government Accounting Standards Board Statement 34) and why the RPUFSD was not compliant with certain factions of same.
- Mr. Rodriguez explained that the year 2003 was the first year for this particular entity to be the direct responsibility of the school district. Prior to this, auditors handled this area of responsibility. Mr. Rodriguez stated that the Rocky Point UFSD does not have certified public accounts on staff and members of the business office are experiencing a "learning process" concerning this area.
- Mrs. Burke asked Mr. Rodriguez if his firm reviewed the mechanics of the budget process for the RPUFSD, specifically, fixed assets/capital expenditures on a "by project basis."
- Mr. Rodriguez advised Mrs. Burke that his agency was not involved with the annual budget process or the actual building of an annual budget. He further explained that it was the district's responsibility to establish the budget and the accompanying appropriations.
- Mrs. Burke expressed her concerns regarding the purchasing of items by different departments within the district and the possibility that there was a lack of control over said purchases.
- Mr. Rodriguez responded to Mrs. Burke's concerns by saying that the district did have purchasing controls in place. He noted that it was a recommendation of his firm for the district to designate a purchasing agent who is completely independent of all other business operations. This individual's sole responsibility would be to identify the lowest responsible vendors that the district can buy from in compliance with the district's procurement policy. Currently, the purchasing agent is the Director of Finance and Operations.

There was no further discussion.

PRESENTATION OF CERTIFICATE OF RECOGNITION TO KENNETH KRAPF: NYS LOTTERY/WLNY CHANNEL 55 "EDUCATOR OF THE WEEK" AWARD

Dr. D'Ambrosio invited Mr. Krapf to the podium in order to present him with a certificate in commemoration of his recognition as the NYS Lottery/WLNY Channel 55 "Educator of the Week." Mr. Krapf thanked Mr. Ken Crawford, assistant principal of the Joseph A. Edgar School, for nominating him for this award and for the constant encouragement Mr. Crawford provides to all staff members at JAE. Mr. Krapf also thanked Ms. Carol Tvelia, principal of the Joseph A. Edgar School, for her support.

Dr. D'Ambrosio invited Ms. Leah Larson to the podium in order to present her with a certificate in commemoration of her recognition as the Dowling College/News 12 "Educator of the Month." Ms. Larson stated that she was honored to receive this award and thanked both Mr. Crawford and Ms. Tvelia for supporting her and recommending her for this honor. Ms. Larson recommended that her colleagues take time to look back at what they had done as professional educators in order to realize the impact they have had upon their students.

Mrs. Thalen expressed her sincere congratulations and the congratulations of all of the members of the Board of Education and the administration to both Mr. Krapf and Ms. Larson. Mrs. Thalen thanked all teachers for all that they have done and continue to do for the students of Rocky Point.

SUPERINTENDENT'S REPORT

Rocky Point High School principal, Mr. William Caulfield:

- Mr. Caulfield extended his personal congratulations to both Mr. Krapf and Ms. Larson.
- On November 8th, the Sixth Annual Veterans Day Assembly was held. Former student, Lauren Tumulty, of the Coast Guard Academy, was in attendance together with the Suffolk County Police Bagpipers. Mr. Caulfield expressed his sincere pride for all those who served and currently serve in the Armed Forces.
- On December 15th the Singing Santas will present their concert in the HS auditorium at 7 PM. Mr. Caulfield congratulated Mr. Brooke Bonomi for more than twenty years of dedicated service as creator/advisor of the Singing Santas phenomenon.
- Mr. Caulfield acknowledged the outstanding excellence of the Pocket Theatre's production of *Steel Magnolias*.
- The National Honor Society raised more than \$500.00 through the "Turkey Teacher" program. The money was used to purchase gift certificates for needy families.
- The annual Rocky Point Tree Lighting will take place at 6 PM on Saturday, December 1st in downtown Rocky Point.
- The annual RPHS Winter Concert will take place at 7:30 PM on Thursday, December 20th, in the HS auditorium.

Rocky Point Middle School principal, Dr. Joseph Tanen Centamore:

- Dr. Centamore extended his personal congratulations to both Ken Krapf and Leah Larson.
- Dr. Centamore thanked Ms. Tvelia and Mr. Caulfield for their exceptional Veterans Day programs.
- Dr. Centamore recognized the members of the student government for the successful Fall dances.
- November 29th : RPMS National Junior Honor Society Induction Ceremony, 7 PM in the HS Auditorium
- December 13th: RPMS Winter Concert, 7:30 PM, HS Auditorium

- Dr. Centamore wished everyone a Happy Holiday season.

Joseph A. Edgar Intermediate School principal, Ms. Carol Tvelia:

- Ms. Tvelia extended her personal congratulations to Mr. Krapf and Ms. Larson.
- The fourth grade Halloween program raised \$900.00 for UNICEF.
- December 11th: Winter Concert at 7 PM in the HS Auditorium.
- December 12th: Fifth grade assembly :Suffolk County Police Cyber Bullying
- December 18th: DARE graduation.
- December 18th: The JAE High Notes present the Winter Musical Play 7 PM

Frank J. Carasiti Elementary School principal, Mr. Scott O'Brien:

- Mr. O'Brien extended his personal congratulations to both Ken Krapf and Leah Larson and to all the teachers of the RPUFSD for a job well done.
- During the month of November, the imaginary journey cross country led to Arizona. The students learned about what it is like to live in Arizona and go to school there. They learned through videos, children's books, presentations, songs and skits. This month, the character trait of "generosity" was highlighted. The annual Thanksgiving Food Drive was a success and Mr. O'Brien wished to thank all those who supported this project.
- The annual Angel Event will take place again this year wherein staff members may adopt and support families in the community during the holidays.
- Parent-Teacher conference schedules: Tuesday through Thursday, November 27th, 28th, and 29th with early dismissal at 11:45 AM each day. Evening conferences are scheduled on Tuesday, 11/27 from 7 to 9 PM. During the conferences, please visit the parent book nook in the library.
- Congratulations to two FJC teachers for winning the 2007-2008 Mesttract Grant Awards:
 - ESL teacher Nicole Fernandez for her grant, Big Books, Little Books, Our Books!

FJC librarian Bettina Tripp for her grant, Little Puppets for Little ELLS (English Language Learners)

Each teacher will receive a \$1500 grant!

- The Winter Concert will be held on Thursday, December 6th, in the RPHS auditorium under the direction of Ms. Kyra Kenwood. Nearly 200 members of the chorus will perform.

MINUTES

Upon a motion made by Joseph Sanseverino and seconded by Michael Matera, the following resolution was offered:

BE IT RESOLVED, that the Minutes of the following Board of Education meetings be accepted as presented: **Regular Meeting, October 29, 2007, Regular Meeting, October 31, 2007, Audit Committee Meeting, November 8, 2007 and Regular Meeting, November 19, 2007.**

All in favor – Motion carried 5-0

TREASURER’S REPORTS

Upon a motion made by Michael Matera and seconded by Margaret Smith, the following resolution was offered:

BE IT RESOLVED, that the Board of Education accepts the Treasurer’s Report for the month of September 2007 as presented.

All in favor – Motion carried 5-0

EXTRA-CLASSROOM ACTIVITY ACCOUNT TREASURER REPORT

Upon a motion made by Margaret Smith and seconded by Edward Darcey, the following resolution was offered:

BE IT RESOLVED, that the Board of Education accepts the Extra-Classroom Activity Treasurer Report for the month of September 2007 as presented.

All in favor – Motion carried 5-0

FINANCIAL REPORTS

Upon a motion made by Edward Darcey and seconded by Joseph Sanseverino, the following resolution was offered:

BE IT RESOLVED, that the Board of Education accepts the Financial Reports for the month of September 2007 as presented.

All in favor – Motion carried 5-0

2006-2007 AUDITORS’ REPORT

Upon a motion made by Joseph Sanseverino and seconded by Michael Matera, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Independent Auditors’ Report dated October 18, 2007 with accompanying statements and schedules for the fiscal year ending June 30th, 2007 which has been submitted by our external auditors, Coughlin Foundotos Cullen & Danowski, LLP.

All in favor – Motion carried 5-0

DONATION – OHIOPYLE PRINTS, INC.

Upon a motion made by Michael Matera and seconded by Margaret Smith, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the donation from Ohiopyle Prints, Inc. in the amount of \$72.68.

Discussion ensued. Mrs. Thalen asked Mr. Ivanoff if the district solicited this donation from Ohio Pyle Prints, Inc. Mr. Ivanoff responded that the district did not solicit the donation and that the monies would go into the General Fund. There was no further discussion.

All in favor – Motion carried 5-0

COMMERCIAL CRIME INSURANCE POLICY CORRECTION

Upon a motion made by Margaret Smith and seconded by Edward Darcey, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the corrected excess limit of \$200,000 for the Food Service Manager under the District's Commercial Crime policy.

All in favor – Motion carried 5-0

DISTRICT-WIDE SCHOOL SAFETY TEAM

Upon a motion made by Edward Darcey and seconded by Joseph Sanseverino, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the district-wide School Safety Team comprised of the following members: Carla D'Ambrosio, Ed.D., Len Kies, Stephen Hampsen, Barbara Kjaerbye, Patricia Scalone, Anthony Nobre, Lisa Gasparro, Jennifer Madigan, Mary Wandle, Dick Mondello, Joann Craig, James Mayr, Edward Darcey, Michael Friscia, Michael Ivanoff, Susan Sullivan, Joseph Centamore, Ed.D., Mark Yashowitz, William Caulfield, Carol Tvelia.

Discussion ensued. Mrs. Thalen thanked the members for volunteering their time and efforts to the School Safety Team. Mrs. Thalen made special mention of the fact that James Mayr is a student of Rocky Point High School with a very busy schedule. As such, his participation as a member of the team was especially appreciated. There was no further discussion.

All in favor – Motion carried 5-0

COMMITTEES ON SPECIAL EDUCATION/PRESCHOOL SPECIAL EDUCATION RECOMMENDATIONS

Upon a motion made by Joseph Sanseverino and seconded by Michael Matera, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education votes to arrange for appropriate services pursuant to the recommendations of Schedule 11-26-07-A and Schedule 11-26-07- B.

All in favor – Motion carried 5-0

PERSONNEL

Upon a motion made by Michael Matera and seconded by Margaret Smith, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the attached Personnel changes.

All in favor – Motion carried 5-0

Mrs. Thalen acknowledged Ms. Michele Brons' presence at the meeting and offered Ms. Brons her congratulations and the congratulations of all of the members of the school board upon receiving tenure as a special education teacher in the Rocky Point School District.

Mrs. Thalen asked if there were any additional questions or comments before the Board moved to Executive Session.

Lydia Belanich announced that the Career Advisory Partnership (CAP) "kickoff" meeting would be held on Thursday, November 29th in the high school library from 3-4 PM and CAP's first career workshop, *Effective Résumé Writing Techniques*, was scheduled for Thursday, December 13th, from 2:30-4:00 PM in the high school library.

There were no further questions or comments.

EXECUTIVE SESSION

At 8:28 PM a motion was made by Margaret Smith and seconded by Edward Darcey to go into Executive Session to discuss particular personnel matters.

All in favor – Motion carried 5-0

Respectfully submitted,

Patricia Jones
District Clerk

The Board returned to Open Session at 8:45 PM.

ADJOURNMENT

At 8:55 PM a motion was made by Joseph Sanseverino and seconded by Michael Matera for the Board of Education to adjourn the meeting.

All in favor – Motion carried 5-0

Respectfully submitted,

Carla L. D'Ambrosio
Superintendent of Schools

