

**Minutes  
Annual Organizational Meeting  
Rocky Point Schools - Board of Education  
July 10, 2014**

**I. OPENING OF MEETING BY DISTRICT CLERK**

- a. Meeting called to order at 7:03 p.m. in the auditorium of the Rocky Point High School.
- b. Present:       Melissa Brown  
                  Sean Callahan  
                  John Lessler  
                  Scott Reh  
                  Susan Sullivan  
                  Michael F. Ring, Ed.D., Superintendent of Schools  
                  Deborah De Luca, Ed.D., Assistant Superintendent  
                  Gregory Hilton, School Business Official  
                  Susan Wilson, Executive Director for Educational Services  
                  Patricia Jones, District Clerk  
  
                  Absent:       None
- c. Pledge of Allegiance to the Flag

**II. DISTRICT CLERK ADMINISTERS OATH OF OFFICE TO NEWLY ELECTED BOARD MEMBERS MELISSA BROWN AND SEAN CALLAHAN.**

**III. ELECTION OF OFFICERS**

- a.       **ELECTION OF THE PRESIDENT OF THE BOARD**  
(Ed. Law 1701, 2504, 2563)

The district clerk asked for nominations for the office of president of the Board of Education. Scott Reh nominated and Sean Callahan seconded Susan Sullivan for the office of president of the Board of Education. With no further nominations for the office of president, a vote was taken for Susan Sullivan as Board of Education president – 5 Ayes, 0 Nays. Motion carried 5-0. The oath of office was administered to Mrs. Sullivan by Patricia Jones, district clerk.

Chair relinquished by the district clerk to President Sullivan.

- b.       **ELECTION OF VICE PRESIDENT OF THE BOARD**

President Sullivan requested nominations for the office of vice president of the Board of Education. Sean Callahan nominated Scott Reh and Susan Sullivan

seconded Scott Reh for the office of vice president of the Board of Education. With no further nominations for the office of vice president, a vote was taken for Scott Reh as Board of Education vice president – 5 Ayes, 0 Nays. Motion carried 5-0. The oath of office was administered to Mr. Reh by the district clerk.

**IV. ANNUAL APPOINTMENTS**

Upon a motion made by Scott Reh and seconded by Melissa Brown, the following resolution was offered:

BE IT RESOLVED, that the Board of Education makes the following appointments for the 2014-2015 fiscal year at the annual expense indicated below:

<b>OFFICERS</b>			
<b>Item</b>	<b>POSITION</b>	<b>NAME</b>	<b>ANNUAL EXPENSE</b>
1	District Clerk	Patricia Jones	\$13,250 per year
2	Assistant District Clerk	Loretta Sanchez	Current hourly rate for regular time and overtime, as required by the Board of Education
3	District Treasurer	Virginia Holloway	No additional compensation beyond contractual wages
4	Deputy District Treasurer	Linda Bilski	Current hourly rate for regular time and overtime as required by the Board of Education
5	Claims Auditor / Extra-classroom activity accounts claims auditor	Dennehy Accounting Services	\$18,055 per year for weekly service
<b>NON-OFFICERS</b>			
	<b>POSITION</b>	<b>NAME</b>	<b>ANNUAL EXPENSE</b>
6	Tax Collector	Virginia Holloway	No additional compensation beyond contractual wages
7	Treasurer – Extra Classroom Activities Accounts	Rose Monz	\$6,000 per year
8	External Auditors	R.S. Abrams & Co., LLP	\$31,000 per year
9	Internal Auditor	Nawrocki Smith, LLP	\$17,500 per year
10	General/Labor Counsel	Hamburger, Maxson, Yaffe, Knauer, & McNally, LLP	Yearly retainer fee: \$26,000.00. Per hour fee of \$195.00 for litigation services.
11	Bond Counsel	Hawkins Delafield	As per contract

		and Wood, LLP	
12	School Physicians	Rocky Point Medical Care, P.C. (Dr. Gil); Sound Family Medicine, P.C. (Dr. George Ruggiero); <b>Concussion Specialists (at no cost to the district):</b> Jennifer Semel, MD, Jennifer Gray, DO, Anuja Korlipara, MD, Kristen Stoner, MD, Mark Harary, MD, Philip Schrank, MD, and Hayley Queller, MD of the St. Charles Hospital ImPACT Program	As per contracts – Rocky Point Medical Care and Sound Family Medicine; ImPACT Program at no cost to district
13	Purchasing Agent	Debra Hoffman	\$22,825 per year
14	Deputy Purchasing Agent	Gregory Hilton	No additional compensation beyond contractual wages
15	Audit Committee Members	John Lessler, Scott Reh, Susan Sullivan, Melissa Brown, Sean Callahan	N/A
16	Incarcerated Youth/Designated Educational Official	Susan Wilson	No additional compensation beyond contractual wages
17	Liaison for Homeless Children and Youth	Jennifer Zaffino	As per BOE appointment
18	FERPA Officer	Susan Wilson	No additional compensation beyond contractual wages
19	Medicaid Compliance Officer	Dr. Deborah De Luca	No additional compensation beyond contractual wages
20	Section 504 Coordinators	John DeBenedetto (RPHS), Dr. Scott O'Brien (RPMS), Linda Towlen (JAE), Virginia Kelly-Gibbons (FJC), Andrea Moscatiello	No additional compensation beyond contractual wages

		(District)	
21	Title IX Coordinators / Complaint Officers	Susan Wilson, Anja Groth, Dr. Scott O'Brien, Gregory Hilton, and District General Counsel	No additional compensation beyond contractual wages for employee coordinators; as per contract for General Counsel
22	Americans with Disabilities Act (ADA) Coordinator	Dr. Deborah De Luca	No additional compensation beyond contractual wages
23	Records Management Officer	Gregory Hilton	No additional compensation beyond contractual wages
24	Records Access Officer	Gregory Hilton	No additional compensation beyond contractual wages
25	Records Appeal Officer	Dr. Michael Ring	No additional compensation beyond contractual wages
26	Federal Child Nutrition Program Hearing Official	Maureen Branagan	No additional compensation beyond contractual wages
27	Federal Child Nutrition Program Reviewing Official	Maureen Branagan	No additional compensation beyond contractual wages
28	Federal Child Nutrition Program Verification Official	Maureen Branagan	No additional compensation beyond contractual wages
29	Asbestos Officer/AHERA LEA designee	Christopher Malone	No additional compensation beyond contractual wages
30	Chemical Hygiene Officer	Christopher Malone	No additional compensation beyond contractual wages
31	School Pesticide Officer	Christopher Malone	No additional compensation beyond contractual wages
32	Attendance Officers	John DeBenedetto (RPHS); Dr. Scott O'Brien (RPMS); Linda Towlen (JAE); Virginia Gibbons (FJC)	No additional compensation beyond contractual wages
33	Dignity Act Coordinators	John DeBenedetto (RPHS); Susann Crossan (RPHS); Dr. Scott O'Brien (RPMS); James Moeller (RPMS); Linda Towlen (JAE); Joseph Tapler (JAE); Virginia	No additional compensation beyond contractual wages

		Kelly-Gibbons (FJC); Dr. Courtney Herbert (FJC); Dr. Deborah De Luca (District-wide)	
34	Certifier of Payrolls	Dr. Michael Ring	No additional compensation beyond contractual wages
35	Residence Determination Designee	Susan Wilson	No additional compensation beyond contractual wages
36	District Emergency Management Coordinator	Amy Agnesini	No additional compensation beyond contractual wages
37	Testing Integrity Officer	Anja Groth	No additional compensation beyond contractual wages

Discussion ensued. Mr. Callahan requested information regarding the appointment of General/Labor Counsel, specifically, the most recent date a request for proposal (RFP) was made for this annual appointment. Dr. Ring responded that to the best of his knowledge, the most recent date for an RFP was 2008. Mr. Callahan asked that the above resolution be approved as presented except for item #10, General/Labor Counsel, which would be approved for a period of ninety (90) days only, pending further review based upon an RFP for general/labor counsel.

Further to this resolution, Mrs. Brown requested additional information pertaining to items #24 and #25, the named appointees to the annual appointments of Records Access Officer and Records Appeals Officer, indicating her belief that there have been problems with records access in the past. Asking if the appointment of the indicated personnel is typical of other school districts, Mrs. Brown inquired as to whether or not the district could check with surrounding school districts for their policies regarding the appointments of sitting school district administrators to these positions. Mr. Reh shared information as to the appointments made at the Mount Sinai School District. Dr. Ring directed the district clerk to poll district clerks from surrounding school districts for information as to the protocols followed therein. As above, items #24 and #25 would be approved for a period of ninety (90) days only, pending further review.

All in favor – Motion carried, as amended above, 5-0

**V. DESIGNATIONS**

**A. OFFICIAL BANK DEPOSITORY - ALL FUNDS**  
(Ed. Law 2129, 2130; Comm. Reg. 170.2)

Upon a motion made by Melissa Brown and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that the following Banks and/or Trust Companies be and are

hereby designated as the official depositories for the district funds during the school year 2014-2015:

- Chase Manhattan Bank
- TD Bank
- Capital One Bank
- Citi Bank

All in favor – Motion carried 5-0

**B. REGULAR MONTHLY MEETINGS**  
(Ed. Law 1708 (quarterly), 2504)

Upon a motion made by Sean Callahan and seconded by John Lessler, the following resolution was offered:

BE IT RESOLVED, that the regular business school board meetings for the 2014-2015 school year be held at times and in locations to be identified prior to date of each meeting, on the following dates:

August 25, 2014	Regular Meeting
September 22, 2014	Regular Meeting
October 27, 2014	Regular Meeting
November 24, 2014	Regular Meeting
December 15, 2014	Regular Meeting
January 12, 2015	Regular Meeting
February 9, 2015	Regular Meeting
March 23, 2015	Regular Meeting
April 22, 2015	Regular Meeting/BOCES Budget Vote and Elections
May 5, 2015	Public Hearing (Budget) (Ed. Law 2017 (5))
May 19, 2015	Regular Meeting and Budget Vote/Election (Ed. Law 2022-a)
June 22, 2015	Regular Meeting
July 9, 2015	2015-2016 Organizational Meeting/Regular Meeting

All in favor – Motion carried 5-0

**C. DISTRICT ANNUAL PUBLIC HEARING/BUDGET VOTE/ELECTION**  
(Ed. Law 2022-a; Ed. Law 2017 (5))

Upon a motion made by John Lessler and seconded by Scott Reh, the following resolution was offered:

BE IT RESOLVED that pursuant to Section 2022-a of the Education Law the third

Tuesday in May (May 19, 2015) is hereby designated as the date of the Annual Meeting to vote upon the appropriation of the necessary funds to meet the estimated expenditures of the school district, on any propositions involving the expenditure of money or authorizing the levy of taxes, and for the election of the members of the Board of Education; and that the 5th day of May, 2015, is hereby designated as the District Public Hearing date to review the proposed budget that will be voted upon on May 19, 2015.

All in favor – Motion carried 5-0

**D. OFFICIAL NEWSPAPERS**  
(Ed. Law 2004; Gen. Municipal Law 103)

Upon a motion made by Scott Reh and seconded by Melissa Brown, the following resolution was offered:

BE IT RESOLVED that the official school district newspapers designated for legal notices are *The Village Beacon Record*, *The Long Island Business News* and *Newsday* for the 2014-2015 school year.

All in favor – Motion carried 5-0

**VI. OTHER APPOINTMENTS**

**A. COMMITTEE/SUBCOMMITTEE ON SPECIAL EDUCATION:**  
(Comm. Reg. Subchapter P, Part 200)

Upon a motion made by Melissa Brown and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that in accordance with Commissioner’s Regulations, Part 200, each Board of Education shall appoint a Committee/Subcommittee on Special Education in accordance with the provisions of the Education Law, Section 4402. The following people and positions are recommended for Board of Education approval for the 2014-2015 school year:

- |                       |   |
|-----------------------|---|
| Chairperson           | Deborah De Luca                             |
| Chairperson           | Andrea Moscatiello                          |
| Chairperson           | Paul Walia                                  |
| Chairperson           | Terence Reilly                              |
| Chairperson           | Beth Apostoli                               |
| Alternate Chairperson | FJC School Psychologist per BOE appointment |
| Alternate Chairperson | John Haggerty                               |
| Alternate Chairperson | Juliet Williams                             |

Alternate Chairperson	Meredith Picone
Student's Teacher	as per Education Law 4402
Alternate Parent Member	Jenny Andersson
Alternate Parent Member	Nancy Collins
Alternate Parent Member	Janine Fisher
Alternate Parent Member	MaryAnne Palmese
Alternate Parent Member	Francine Pisano
Alternate Parent Member	Donna Porter
Alternate Parent Member	Maria Quaglio
School Psychologist	FJC School Psychologist per BOE appointment
School Psychologist	John Haggerty
School Psychologist	Juliet Williams
School Psychologist	Meredith Picone
District Special Education	Teacher Members
District Regular Education	Teacher Members
School Physicians	Rocky Point Medical Care, P.C. (Dr Gil) Sound Family Medicine, P.C. (Dr. Ruggiero)

All in favor – Motion carried 5-0

**B. APPOINTMENTS TO THE COMMITTEE ON PRESCHOOL SPECIAL EDUCATION**

Upon a motion made by Sean Callahan and seconded by John Lessler, the following resolution was offered:

BE IT RESOLVED, that the Rocky Point Board of Education approves the appointment of a generic representative of the Suffolk County Department of Social Services for the Rocky Point Committee on Preschool Special Education which would be at the discretion of Suffolk County for the 2014-2015 school year.

BE IT FURTHER RESOLVED that the Rocky Point Board of Education approves the appointment of a representative of the providing testing agency as a generic member of the Rocky Point Committee on Preschool Special Education for the 2014-2015 school year.

BE IT FURTHER RESOLVED that in accordance with Commissioner's Regulations, Part 200, each Board of Education shall appoint a Committee on Preschool Special Education. The following people and positions are recommended for Board of Education approval for the 2014-2015 school year:

Chairperson	Deborah De Luca
Chairperson	Andrea Moscatiello

Chairperson	Paul Walia
Chairperson	Terence Reilly
Chairperson	Beth Apostoli
Alternate Chairperson	FJC School Psychologist per BOE appointment
Alternate Chairperson	John Haggerty
Alternate Chairperson	Juliet Williams
Alternate Chairperson	Meredith Picone
Student's Teacher	as per Education Law 4402
Alternate Parent Member	Jenny Andersson
Alternate Parent Member	Nancy Collins
Alternate Parent Member	Janine Fisher
Alternate Parent Member	MaryAnne Palmese
Alternate Parent Member	Francine Pisano
Alternate Parent Member	Donna Porter
Alternate Parent Member	Maria Quaglio
School Psychologist	FJC School Psychologist per BOE appointment
School Psychologist	John Haggerty
School Psychologist	Juliet Williams
School Psychologist	Meredith Picone
District Special Education	Teacher Members
District Regular Education	Teacher Members
School Physician	Rocky Point Medical Care, P.C. (Dr Gil) Sound Family Medicine, P.C. (Dr. Ruggiero)

Evaluator: For any meetings prior to the initial recommendation, a professional who participated in the evaluation of the child for whom services are first being sought.

Teacher: For any meeting held to review or re-evaluate the status of the preschool child, the child's Pre-School Teacher.

Suffolk County Representative: For a child in transition from an early intervention program, the appropriately licensed or certified professional from the Department of Health Program.

All in favor – Motion carried 5-0

**C. SURROGATE PARENT:**

Upon a motion made by John Lessler and seconded by Scott Reh, the following resolution was offered:

BE IT RESOLVED, that in accordance with Commissioner's Regulations, Part 200, each Board of Education shall appoint a Surrogate Parent in accordance with the provisions of the Education Law, Section 4402. The following person is recommended for Board of Education approval for the 2014-2015 school year to

serve as a Surrogate Parent: Ms. Nancy Collins.

All in favor - Motion carried 5-0

**D. (1) IMPARTIAL HEARING OFFICERS** (As per the provisions of Chapter 403 of the Laws of 1993 Commissioner of Education Mandate Amendment to Section 4404(1) of the Education Law)

Upon a motion made by Scott Reh and seconded by Melissa Brown, the following motion was offered:

IT IS HEREBY RESOLVED, that pursuant to a parental request for an Impartial Hearing to review a determination of the District's Committee on Special Education, an Impartial Hearing Officer shall be selected from the list of approved Hearing Officers available to serve in Suffolk County, as maintained by the New York State Education Department's Impartial Hearing Reporting System in accordance with the Regulations of the System in accordance with the Regulations of the Commissioner of Education, as amended by the Board of Regents, effective July 9, 2004, and is further

RESOLVED, that pursuant to such amended regulations, the rotational selection process for an Impartial Hearing Officer will be initiated not later than two (2) business days after receipt by the District of the written request for the Impartial Hearing, and it is further

RESOLVED, that the Board of Education President or Board of Education Vice President is hereby designated to appoint the Impartial Hearing Officer upon recommendation of the Superintendent of Schools and notice of such appointment shall be provided to the full Board as soon as practical.

**D. (2) COMPENSATION OF IMPARTIAL HEARING OFFICERS (IHO)**

IT IS HEREBY FURTHER RESOLVED, as per the Board of Education District Policy No. 7670, that the District will be responsible for compensating the IHO for pre-hearing, hearing and post-hearing activities at the rate agreed upon at the time of the IHO's appointment. The rate of compensation shall not exceed the maximum rate approved by the Director of the Division of the Budget. The District will also reimburse the IHO for travel and other hearing-related expenses (e.g., duplication and telephone costs) pursuant to an annually determined schedule. On an annual basis, the District will forward a copy of its compensation rates to each IHO on the District's rotational list.

**D. (3) 2014-2015 COMPENSATION SCHEDULE FOR IMPARTIAL HEARING OFFICERS**

BE IT FURTHER RESOLVED, that the Rocky Point Board of Education approves the 2014-2015 Compensation Schedule for Impartial Hearing Officers in accordance with the following:

Pursuant to 8 NYCRR 200.21, compensation for Impartial Hearing Officers for pre-hearing, hearing, and post-hearing activities shall be the maximum rate prescribed in a schedule approved by the director of the Division of the Budget. For the 2014-2015 school year the rate is \$100.00 per hour.

The School District shall not reimburse Impartial Hearing Officers for any administrative costs, including, but not limited to, administrative assistance, secretarial, or other overhead expenses.

The School District shall not reimburse Impartial Hearing Officers for any meal or lodging expenses they may incur.

The School District shall, upon review and approval of properly submitted documentation, reimburse Impartial Hearing Officers for automobile travel at the most recent mileage rate approved by the Internal Revenue Service and for the cost of tolls necessarily incurred as a result of attending the impartial hearing. However, the maximum amount reimbursed by the School District for mileage and travel related expenses shall not exceed \$50.00 per day for each day the Impartial Hearing Officer attends the hearing.

All in favor - Motion carried 5-0

**VII. AUTHORIZATIONS**

**A. AUTHORIZATION FOR CHIEF SCHOOL OFFICER TO FILE APPLICATIONS AND GRANTS IN COMPLIANCE WITH FEDERAL AND STATE REGULATIONS**

Upon a motion made by Melissa Brown and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that Dr. Michael F. Ring, Chief School Officer, be hereby authorized as district representative to file all applications in compliance with Federal and State regulations and grants for the 2014-2015 school year.

All in favor - Motion carried 5-0

**B. AUTHORIZATION TO APPROVE CONFERENCES, WORKSHOPS, ETC. REQUESTS (General Municipal Law 77.b)**

Upon a motion made by Sean Callahan and seconded by John Lessler, the following resolution was offered:

BE IT RESOLVED, that Dr. Michael F. Ring, Superintendent of Schools, and/or his designee, be authorized to approve all conferences, workshops, etc. requests for school district staff members for the 2014-2015 school year.

All in favor – Motion carried 5-0

**C. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS (Comm. Reg. 170.4)**

Upon a motion made by John Lessler and seconded by Scott Reh, the following resolution was offered:

BE IT RESOLVED, that the Administration be authorized to establish petty cash funds for the 2014-2015 school year as follows:

Central Office – Dr. Michael F. Ring	\$100.00
Business Office – Gregory Hilton	\$100.00
Rocky Point High School – John DeBenedetto	\$100.00
Rocky Point Middle School – Scott O’Brien	\$100.00
Joseph A. Edgar School – Linda Towlen	\$100.00
Frank J. Carasiti Elementary School – Virginia Kelly-Gibbons	\$100.00

All in favor – Motion carried 5-0

**D. DESIGNATION OF AUTHORIZED SIGNATURES ON CHECKS (Ed. Law 1709-29; Comm. Reg. 170.4)**

Upon a motion made by Scott Reh and seconded by Melissa Brown, the following resolution was offered:

BE IT RESOLVED, that Virginia Holloway, School District Treasurer, be authorized to sign checks for the 2014-2015 school year, and that Linda Bilski, Deputy School District Treasurer, and Gregory Hilton, School Business Official, and Dr. Michael F. Ring, Superintendent of Schools, be authorized to sign checks for the 2014-2015 school year in the absence of Virginia Holloway; and furthermore that two signatories be required for any check exceeding \$10,000 and that the signatories for such checks be the School District Treasurer and the Superintendent of Schools or the School Business Official

All in favor - Motion carried 5-0

**E. AUTHORIZATION FOR CHIEF SCHOOL OFFICER and SCHOOL BUSINESS OFFICIAL TO APPROVE BUDGET TRANSFERS (Ed. Law 1720, 2523)**

Prior to making this motion, Mrs. Brown made known her predilection that the specific detailed dollar limits for budget transfers be noted in the resolution. Dr. Ring advised this resolution was reaffirming Board of Education Policy 5330 which specifies the budget transfer limits, and furthermore, that all budget transfers are submitted to the Board of Education for approval of said transfers. In addition, Mr. Reh provided Mrs. Brown with additional background information and explanation pertaining to budget transfer authorizations.

Upon a motion made by Melissa Brown and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that pursuant to Commissioner's Regulation Section 170.2 and in accordance with Board of Education Policy Number 5330, Dr. Michael F. Ring, Chief School Officer and Gregory Hilton, School Business Official (acting in the same capacity as the Assistant Superintendent for Finance and Operations) be authorized to approve budget transfers during the 2014-2015 school year.

All in favor – Motion carried 5-0

**F. AUTHORIZATION FOR USE OF CHECK SIGNER**

Upon a motion made by Sean Callahan and seconded by John Lessler, the following resolution was offered:

BE IT RESOLVED, that the Deputy School District Treasurer and the School District Treasurer shall have use of their own check signer with USB flash drive devices containing the signature of the Deputy School District Treasurer and the School District Treasurer, respectively.

All in favor – Motion carried 5-0

**G. AUTHORIZATION TO INVEST DISTRICT FUNDS**

Upon a motion made by John Lesser and seconded by Scott Reh, the following resolution was offered:

BE IT RESOLVED, that Virginia Holloway, District Treasurer, during the school year 2014-2015, and in her absence, Linda Bilski, Deputy District Treasurer, be authorized to invest district funds in accordance with the applicable state laws - Ed.

Law 1723 (a).

All in favor – Motion carried 5-0

**H. AUTHORIZATION TO ENTER INTO AGREEMENT FOR COOPERATIVE EDUCATIONAL SERVICES WITH EASTERN SUFFOLK BOCES**

Upon a motion made by Scott Reh and seconded by Melissa Brown, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education enters into an agreement for Cooperative Educational Services with the Eastern Suffolk BOCES for fiscal year 2014/15 at an estimated cost of \$7,408,213.00 subject to change based on the actual needs for programs and services during the 2014-2015 school year.

All in favor – Motion carried 5-0

**VIII. OTHER ITEMS**

**A. TERRACES ON THE SOUND PROPERTY ASSOCIATION PRIVATE ROAD TRANSPORTATION**

Upon a motion made by Melissa Brown and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the School Business Official to enter into an Agreement with Terraces on the Sound Property Association for district pupil transportation services on private roads within the community.

Mr. Reh asked Dr. Ring for clarification of the particulars pertaining to this resolution. Dr. Ring provided Mr. Reh with the information he requested.

All in favor – Motion carried 5-0

**B. 2015-2016 BUDGET DEVELOPMENT CALENDAR**

Upon a motion made by Sean Callahan and seconded by John Lessler, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the 2015-2016 Budget Development Calendar as

attached.

All in favor – Motion carried 5-0

**C. REVIEW AND RE-ADOPTION OF BOARD OF EDUCATION POLICY NUMBERS 3410, 5220, 5410, 5681, 6111, 7110 (*first reading*)**

Upon a motion made by John Lesser and seconded by Scott Reh, the following resolution was offered:

BE IT RESOLVED, that the Board of Education reviews and re-adopts the following policies (*first reading*):

- 3410 Code of Conduct on School Property
- 5220 District Investments
- 5410 Purchasing
- 5681 School Safety Plans
- 6111 Testing Misconduct and Mandatory Reporting Requirements
- 7110 Rocky Point School District's Comprehensive Attendance Plan

Discussion ensued. Mrs. Sullivan commented she had concerns regarding Policy #7110, Comprehensive Attendance Plan, as it pertained to the district's Credit Recovery Program as she has concerns as to whether it has been fully adhered to at the Rocky Point High School. Mrs. Sullivan asked if the administration could look into issues surrounding the Credit Recovery Plan and Policy 7110. Dr. Ring assured Mrs. Sullivan that he would look into this matter in order to address her concerns.

All in favor – Motion carried 5-0

**D. BONDING SUPERINTENDENT OF SCHOOLS, SCHOOL DISTRICT TREASURER, DEPUTY SCHOOL DISTRICT TREASURER, SCHOOL BUSINESS OFFICIAL, AND ALL OTHER EMPLOYEES**

Upon a motion made by Scott Reh and seconded by Melissa Brown, the following resolution was offered:

BE IT RESOLVED, that the Superintendent of Schools, School Business Official, School District Treasurer, Deputy School District Treasurer, School District Clerk and Director of Child Nutrition shall be bonded at a minimum of \$1,500,000.00; Extra-Class Activity Treasurer and Board of Education President shall be bonded at a minimum of \$200,000.00, and all other employees shall be bonded at a minimum of \$100,000.

All in favor – Motion carried 5-0

**E. ESTABLISH MILEAGE REIMBURSEMENT RATE (Ed. Law 2118)**

Upon a motion made by Melissa Brown and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that the Board of Education establishes the mileage rate for reimbursement to school district employees for school business mileage at the current Internal Revenue Service rate per mile for the 2014-2015 school year.

All in favor – Motion carried 5-0

**F. ESTABLISH THE SUBSTITUTE RATE OF PAY SCHEDULE**

Upon a motion made by Sean Callahan and seconded by John Lessler, the following resolution was offered:

BE IT RESOLVED, that the Board of Education establish the following substitute rate of pay schedule for the 2014-2015 fiscal year:

*Non-Instructional Staff:*

Clerical	\$ 9.76 per hour
Custodial	\$ 9.76 per hour
Food Service Worker	\$ 9.76 per hour
Licensed Security	\$14.93 per hour
Teacher Aide/ Monitor	\$ 9.76 per hour
Registered Nurse	\$28.00 per hour

*Budget Hearing/Vote/Election Staff:*

Chief Inspector	\$10.00 per hour
Board of Registration	\$10.00 per hour
Teller	\$10.00 per hour
Poll Clerk	\$10.00 per hour
Substitutes for above	\$10.00 per hour

*Teaching Staff:*

- Teachers
- A. Regular Substitute Per Diem Daily rate \$100.00
  - B. In cases where the substitute assignment lasts fifty (50) continuous days or more for the same teacher, the substitute will be paid at a per diem rate of \$225

beginning on day fifty-one (51).

Mr. Reh requested additional information and clarification pertaining to substitute teacher pay scale salary rates after day 51. Dr Ring asked Mrs. Wilson to provide the information Mr. Reh requested. Mrs. Wilson complied with Dr. Ring's request and provided the detailed information sought by Mr. Reh.

All in favor – Motion carried 5-0

**G. ROCKY POINT SCHOOL DISTRICT SAFETY PLAN**

Upon a motion made by John Lessler and seconded by Scott Reh, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and adopts the Rocky Point School District Safety Plan.

All in favor – Motion carried 5-0

**H. ADOPTION OF PURCHASING MANUAL**

Upon a motion made by Scott Reh and seconded by Melissa Brown, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the Purchasing Manual, as attached.

All in favor – Motion carried 5-0

**I. OPENING/CLOSING OF DISTRICT BANK ACCOUNTS**

Upon a motion made by Melissa Brown and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Superintendent of Schools, School Business Official and/or District Treasurer to open and close bank accounts as necessary to fulfill the banking needs of the district.

All in favor – Motion carried 5-0

**J. STUDENT ACTIVITY CONTRACTS**

Upon a motion made by Sean Callahan and seconded by John Lessler, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Purchasing Agent to enter into contracts for services to be provided for events and activities of district-sponsored clubs and organizations, as well as those sponsored by the district, in accordance with the attached schedule.

All in favor – Motion carried 5-0

**K. AUDIT COMMITTEE CHARTER**

Upon a motion made by John Lessler and seconded by Scott Reh, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the Audit Committee Charter as per the attached.

All in favor – Motion carried 5-0

**L. REVIEW, REVISION AND RE-ADOPTION OF BOARD OF EDUCATION POLICY NUMBER 3280 (*second reading*)**

Following discussion, Mrs. Sullivan made a motion and requested a second to table this resolution. Noting this was the second reading for Policy Number 3280, Mrs. Sullivan stated newly elected trustees Mr. Callahan and Mrs. Brown, would require additional time for reviewing, revising and re-adopting Policy 3280.

At this time, Mr. Callahan discussed in detail his desire to amend Policy Number 1510. Discussion ensued. Mr. Callahan requested consideration of a motion to amend Policy Number 1510, specifically, the redaction of the sentence reading “Said period of time shall be for the exclusive purpose of addressing items that are on the agenda before the Board at the meeting in question.” Mr. Callahan stated he did not want the discussion limited to agenda-related items only. Mrs. Sullivan responded that a resolution to amend Policy Number 1510, based upon and in accordance with this discussion, would be included for consideration and vote as item VIII. Q on this agenda.

Upon a motion made by Susan Sullivan, seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that the Board of Education tables the review and re-adoption of Policy 3280, Use of School Facilities, Materials and Equipment (*second reading*).

All in favor – Motion tabled 5-0

**M. SPECIAL EDUCATION 2014-2015 CONTRACT - MARYHAVEN**

Upon a motion made by Melissa Brown and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to enter into a contract with Maryhaven Center of Hope for a special education student's services for the 2014-2015 school year, as required under applicable Individual Educational Programs, applicable law, and/or district policy.

All in favor – Motion carried 5-0

**N. SPECIAL EDUCATION 2014-2015 CONTRACT – NYSARC INC. – SUFFOLK CHAPTER**

Upon a motion made by Sean Callahan and seconded by John Lessler, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to enter into a contract with NYSARC Inc. – Suffolk Chapter for a special education student's services for the 2014-2015 school year, as required under applicable Individual Educational Programs, applicable law, and/or district policy.

All in favor – Motion carried 5-0

**O. DONATION FROM PTA FOR CHALLENGE DAY**

Upon a motion made by John Lessler and seconded by Scott Reh, the following resolution was offered:

for BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the \$1,000.00 donation from the Rocky Point PTA Challenge Day.

All in favor – Motion carried 5-0

Mrs. Sullivan thanked the PTA for this generous donation.

**P. PERSONNEL**

Upon a motion made by Scott Reh and seconded by Melissa Brown, 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

**Q. AMENDMENT TO BOARD OF EDUCATION POLICY NUMBER 1510**

Upon a motion made by Sean Callahan and seconded by John Lessler, the following resolution was offered:

BE IT RESOLVED, that under the Public Expression at Meetings clause of Policy Number 1510, the sentence reading “Said period of time shall be for the exclusive purpose of addressing items that are on the agenda before the Board at the meeting in question” be redacted.

All in favor – Motion carried 5-0

**BOARD OF EDUCATION COMMENTS**

- Mrs. Sullivan expressed her dissatisfaction with the present seating arrangement of the board and administration during the monthly board meetings. Discussion ensued and ended with Mrs. Sullivan inviting community members to submit their input on this matter.
- Mrs. Sullivan asked why the district does not belong to the New York State School Board Association. Mrs. Sullivan noted that commencing with her original election to the school board, she had been offered attendance at several meaningful and worthwhile workshops for board of education trustees and that the monetary cost of said participation in these workshops was considerably less if the school district was a member. Mr.

Reh commented that the district ceased belonging to NYSSBA several years ago as the annual membership fee at that time was \$10,000. Mr. Reh shared the members of the board collectively believed the money was better spent directly for the benefit of students and student programs. Mrs. Sullivan thanked Mr. Reh for his input. Mrs. Sullivan did express her opinion that board trustees should take advantage of some of the less costly conferences being offered for non-members through the NYSSBA.

- Dr. Ring responded to Mrs. Sullivan’s inquiry regarding the difference in fee schedules for both Dr. Gil and Dr. Ruggiero, the board-approved and board-appointed school district physicians.
- Mrs. Sullivan, referencing her recent involvement with the Wellness Committee in her role as a board of education trustee, asked if the district, specifically, the Frank J. Carasiti Elementary School, was prepared for the possible challenges a student with life-threatening allergies may present in September. Extensive discussion ensued resulting in the agreement that the district was indeed prepared.
- Referencing the recent PSA announcement created jointly by the Rocky Point School District and Suffolk County and calling it “awesome,” Mr. Reh asked if the viewing of this powerful announcement could be made available to students during assemblies. Dr. Ring responded that he has requested that the PSA be shown during both middle and high school orientations and assemblies.

Mrs. Sullivan opened the floor to questions and/or concerns from meeting attendees.

- Mr. Vessichio asked for clarification of the necessary requirements for a parent/coach offering his/her services as a sports coaching volunteer. Following a brief review of the particulars surrounding his personal experience with his request to volunteer as a coach and information asked and answered by Dr. Ring concerning school district policy, Mrs. Sullivan assured Mr. Vessichio that the matter would be looked into and that someone would certainly respond to his concerns.
- Mrs. Franco welcomed the new board trustees and extended her congratulations to the newly elected president and vice president. Referencing a resolution approved by the board in January 2014, the Veterans Tax Exemption, Mrs. Franco asked for clarification as to why a public hearing was not held prior to the item being placed on an agenda for consideration by the board and expressed her desire that this should not occur again. Mrs. Franco also asked for the definition of “public hearing.” In response to Mrs. Franco’s request, Mr. Callahan provided a

legal definition and offered additional information pertaining to public hearings. Mrs. Franco further stated that the particulars surrounding this resolution were not explained in detail at the time the board of education approved it as a resolution. Mrs. Franco expressed her desire that going forward, the board communicate more openly with the community. Mr. Callahan responded that it is the intention of this board to provide more detailed information and explanation of agenda items and board actions to the community. Mr. Callahan stated that the board is open to criticism and is focused on being transparent.

- Ms. Jenny Andersson spoke in detail about the life-threatening allergy situation and inquired if the board had yet received the New York State policy regarding this issue. Mrs. Sullivan responded that she would both review and follow-up concerning the gathering of further information as to Ms. Andersson's inquiry.
- Ms. Andersson asked for the particulars involved if a community member requests a new policy be adopted by the board. Mrs. Brown indicated that a sub-committee of the Wellness Committee would be appropriate to make recommendations for broad scale changes to accommodate these issues in order to provide for an objective evaluation. Following discussion, Mrs. Brown proposed that an impartial community committee could be formed to bring a policy forward for review and asked as to how this might be achieved. Dr. Ring suggested this could be delegated to the Wellness Committee in order to have a sub-committee created for this specific purpose.
- Mrs. McCauley offered her congratulations to the new trustees. Mrs. McCauley voiced her agreement with Mr. Callahan's suggested amendment to Policy 1510 citing it would foster a better relationship between the board and the community. Mrs. McCauley recommended the last line of Policy 1510 be considered for amendment allowing references to be made only to the title of an individual being discussed.
- Mrs. McCauley asked that in response to a recommendation of the Wellness Committee, the district consider that more employees, including teachers, administrators, school teacher aides and cafeteria staff members, be trained and certified in the areas of CPR/First Aid and the use of an EPI Pen.
- Mrs. McCauley asked for information concerning the use and cost of the air conditioners being used in the high school during the summer ICARE program. Mrs. McCauley noted that the air conditioning system at the middle school was on the fritz and repairs were not expected to be completed until September. Dr. Ring explained that the main component of the middle school air conditioner, the Chiller, was fourteen years old, had ceased to function properly, and was in need of replacement. Dr. Ring said the hindrance to a quick fix involved the necessity for a formal bid for

repairs. Dr. Ring further advised that a bid was accepted by the Board of Education in June and the installation of a new Chiller is expected prior to the end of September. Dr. Ring noted the approximate cost for this repair was \$130,000. Regarding the air conditioning units in the high school, Dr. Ring indicated that costs for items of this nature would likely be charged under Special Projects in the Buildings and Grounds budget.

- In response to Mrs. McCauley's concerns that more employees were not trained in CPR/First Aid and the use of an EPI Pen, Mr. Reh said he was appalled that all teachers were not required to have the appropriate training in these areas. Mr. Reh suggested that an optimum time to instruct district personnel in these areas would be during staff development. Dr. Ring advised that the district does currently offer free classes and asked Mrs. Wilson to provide additional information pertaining to the classes. In response, Mrs. Wilson indicated that the District has offered CPR and AED training, free of charge, to district employees and that free training was again being offered for August of this year. Following Mrs. Wilson's provision of this information, Dr. De Luca offered that Dr. Gil provides EPI pen training to staff members who voluntarily agree to participate, citing that said training is not mandatory.
- Mr. Reh suggested and requested a walk-through of the buildings prior to the opening of school in September.
- Mrs. Brown suggested that the buildings and grounds department might be presently understaffed with maintenance workers as she believed some conditions in the buildings were in need of improvement.
- With reference to the new Chiller air conditioning unit being installed in the middle school, Ms. Melanie Connelly suggested the district include the input of the middle school head custodian in the planning and implementation of this endeavor as he is very knowledgeable in this area. Ms. Connelly also voiced her disagreement with the suggestion that titles of specific personnel be allowed during the public portion of monthly board of education meetings.
- Ms. Ruberto commented that she is in agreement with using the title and not the name of a specific individual when making comments during the public portion of the meetings.
- Mr. Reh remarked the trustees of the Board of Education wanted to "hear people speak" and that the trustees were here to help. Mr. Reh also noted it was not what was said but how it was said that was important.
- Ms. Markland expressed her concerns regarding the utilization of parent volunteers in district programs. Ms. Markland inquired as to the specific vetting policies and protocols in place by the district in the utilization of parent volunteers, sharing that she had experienced a negative outcome in the past. Mr. Reh provided an overview of the protocols followed in the Mount Sinai School District stating that the safety of all students is the

ultimate goal to be achieved. Ms. Markland recommended that the criteria for parent volunteers should be uniform including clubs, etc., in addition to sports. Mrs. Brown suggested the district should look into making a district policy “across the board” and hold all venues to the same standard as it relates to sports, clubs, etc. Following further discussion, Mrs. Sullivan assured Ms. Markland that the board would look into this matter but cautioned that it must be careful concerning events such as field days as they occur only once a year. Mrs. Sullivan stated that an individual who volunteers on a daily basis should be vetted.

- Ms. Jenny Andersson asked if the New York State Education non-mandated requirement to use an EPI pen for one-on-one aides could be stipulated and/or incorporated in an employment contract. Mr. Callahan responded that such a stipulation must be negotiated in order to be made part of an employee’s employment contract. Extensive discussion ensued.
- Mrs. Heely addressed several issues with reference to the eighth grade midterm and final exams. Mrs. Heely was concerned that the exams were not returned to the parents. Mrs. Heely conveyed she was told that the reason for this was said exams would be utilized again during the following school year. Mrs. Heely shared her belief that these exams were not exams but were testing assessments as no study guides or materials were provided to the students in preparation for taking the exams. Mrs. Heely asked if these grades should be counted towards a student’s GPA as no study materials were provided. Mrs. Heely asked the trustees of the board to determine whether or not these tests were midterms, finals or assessments and whether said exams should be returned to the parents.

Mrs. Sullivan thanked everyone for their input and comments.

**R. ADJOURNMENT**

Upon a motion made by Scott Reh and seconded by John Lessler, the Board of Education adjourned the meeting at 8:40 p.m.

All in favor – Motion carried 5-0

Respectfully submitted,

Patricia Jones

District Clerk