

**MINUTES**  
**ROCKY POINT PUBLIC SCHOOLS**  
**BOARD OF EDUCATION MEETING**  
**February 1, 2016**

Mrs. Sullivan called the meeting to order at 5:00 p.m. in the auditorium of the Rocky Point High School.

Present: Susan Sullivan, President  
Scott Reh, Vice President  
Melissa Brown, Trustee  
Sean Callahan, Trustee  
Edward Casswell, Trustee  
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

Also Present: Kevin Seaman, Esq., School Attorney

Absent: None

**EXECUTIVE SESSION**

At 5:01 p.m. Melissa Brown made a motion and Sean Callahan seconded to adjourn to Executive Session to meet with legal counsel to discuss ongoing confidential legal matters.

All in favor – Motion carried 5-0

The Board returned to Open Session at 7:01 p.m. Mrs. Sullivan announced that the Board was returning from the Budget Workshop session.

**PLEDGE OF ALLEGIANCE**

Mrs. Sullivan invited Dr. Ring to begin with the Superintendent's Report.

**SUPERINTENDENT'S REPORT**

Dr. Ring recognized and thanked Mr. Paul Martinez, Director of Facilities III, custodial staff employees and building and grounds employees for their dedication and efforts to ensure that the school buildings were ready to accept students as soon as the roads were cleared in order to safely transport the students following the recent snowstorm.

Dr. Ring extended his congratulations to Dr. Virginia Kelly-Gibbons for successfully defending her dissertation in order to complete her doctorate program. Dr. Ring also congratulated Dr. Scott O'Brien upon his selection as Middle School Principal of the Year by the Council of Administrators and Supervisors.

Dr. Ring advised that following the presentation of the building principals' reports Mr. Martinez, chairman of the Facilities Sub-Committee, would present a report of the findings and recommendations of the sub-committee to the board trustees.

**MRS. SUSANN CROSSAN, PRINCIPAL, ROCKY POINT HIGH SCHOOL**

- Regent exams were administered to those students who did not successfully pass individual exams last year. Mrs. Crossan reported that the students earned passing scores on seventy-six exams in order to fulfill graduation requirements.
- Mrs. Crossan congratulated Varsity Wrestling Coach, Darren Goldstein, upon achieving his 200<sup>th</sup> career win. Mrs. Crossan also congratulated the team for capturing its fourth consecutive league championship following another undefeated season. Mrs. Crossan wished Coach Goldstein and the student-athletes continued success as they compete through the remainder of the season.
- College Information Night is scheduled for February 11<sup>th</sup> at 7 p.m. in the high school auditorium. Information pertaining to the college application process and an overview of the Method Test Prep Program will be reviewed at this event.
- Mrs. Crossan thanked the PTA for its assistance in helping to fund guest speaker Ed Gerety, a youth leadership speaker and author of several books on the topics of leadership and personal development.
- The Patriotic Concert is scheduled for 7:30 p.m. on Thursday, February 4<sup>th</sup>.
- The Pocket Theater Dinner Show is scheduled for 6:30 p.m. on Tuesday, February 9<sup>th</sup>.
- Mrs. Crossan offered her congratulations to both Dr. Kelly-Gibbons and Dr. O'Brien upon their accomplishments.

**DR. SCOTT O'BRIEN, PRINCIPAL, ROCKY POINT MIDDLE SCHOOL**

- Second semester report cards have been posted to the parent portal.
- Tryouts for this year's middle school play, *My Son Pinocchio, Jr.*, are presently underway. Performances will begin in March.
- The Rocky Point Middle School Student Government is sponsoring Spirit Week next week. Students will be demonstrating their school spirit by wearing school colors and participating in fun, spirit-related themes. The first ever Battle of the Grades will bring Spirit Week to its conclusion on Friday, February 12<sup>th</sup>.
- Parent Orientation for incoming sixth grade students is scheduled for March 10<sup>th</sup> at 6:30 p.m. in the high school auditorium. Current fifth grade students will be visiting the middle school later this school year for the student portion of the sixth grade orientation.

**MS. LINDA TOWLEN, PRINCIPAL, JOSEPH A. EDGAR SCHOOL**

- The W.A.R.M. (We Are Reading More) celebration was completed in January. Ms. Towlen extended her gratitude to the PTA and Ms. DiGiovanni for their work on this event. The total number of minutes read amounted to 583,415.
- The High Notes Select Chorus will perform during the Patriotic Concert scheduled for February 4<sup>th</sup> at the high school. Ms. Towlen thanked the chorus members and Mr. Knapp for their hard work preparing for this performance.

- Jump Rope for Heart, the annual fundraiser for the American Heart Association, will take place on February 5<sup>th</sup>. Ms. Towlen thanked Ms. Amoscato for once again organizing this event.
- As mid-winter recess is scheduled during the month of February, Ms. Towlen wished all a restful and fun time and noted it is an excellent time to read a good book.

**Dr. Virginia Kelly-Gibbons, Principal, Frank J. Carasiti Elementary School**

- January and February are traditionally quiet months at FJC, and, as such, Dr. Kelly-Gibbons stressed these months serve as a good stretch for concentrated instructional time for both students and teachers.
- Dr. Kelly-Gibbons offered her congratulations to Dr. Fernandez and Mrs. Youngs for being spotlighted in an instructional co-teaching video promoted by Corwin Press.
- Dr. Kelly-Gibbons thanked Mrs. Adamski for organizing the Valentine Sticker Grams at FJC. It is anticipated that last year's collection for KIN (Kids In Need) of \$500.00 will be matched or surpassed.
- Both Garden Club and Science Club have been reactivated and the students are enjoying their time with Mrs. Starke and Mrs. Tandy.
- Mrs. Tandy will host an informational meeting for parents in order to answer questions about the FJC Science Fair scheduled to be held in March.
- Kindergarteners are celebrating the milestone of the One-Hundredth Day of School with literacy and math activities. Both students and their teachers will dress as if they are one hundred years old.
- PARP will begin at the end of this month. Dr. Kelly-Gibbons thanked Mrs. Tripp for her contributions to this program.
- Dr. Kelly-Gibbons wished all a good winter recess and offered that the recess is a great week for parents to share a good book with their children.

Dr. Ring invited Mr. Martinez, chairman of the Facilities Sub-committee, to provide the board trustees with the sub-committee's findings and recommendations. Dr. Ring noted that the trustees would require time to review the findings and recommendations presented. Dr. Ring advised that if the recommendations were acceptable to the board trustees that it is the recommendation of the sub-committee that a Public Forum be scheduled to present and share the information with the community. Following discussion, March 7, 2016 was agreed upon as the date for said Public Forum to take place with a snow rescheduling date of March 14<sup>th</sup>, if need be. Dr. Ring further advised that the information will be posted to the school district website in advance of the scheduled forum in order for the public to be able to review the data prior to the March 7<sup>th</sup> public forum. Mr. Martinez asked those Facilities Sub-committee members present at this evening's board meeting to stand up in order to be recognized for their hard work and their contributions which resulted in quite a few revisions and recommendations.

Mrs. Sullivan thanked everyone for their reports. Mrs. Sullivan opened the floor to questions or comments from meeting attendees.

There were no questions or comments.

## CONSENT AGENDA

The items listed below are presented as part of the Consent Agenda which can be adopted by the Board of Education under a single motion followed by a second and then a formal vote. On the following page the Consent Agenda items are listed in their regular order within a group. Before an actual vote is taken, any Consent Agenda item may be removed by a Board member without a formal motion or second. If this occurs, the indicated resolution will be discussed during its regular order on the agenda and voted on individually.

## CONSENT AGENDA ITEMS

Mrs. Sullivan announced that Agenda Item XV – Budget Vote and Trustee Election and Agenda Item XVI – Appointment of Chairperson; Board of Registration; Chief Inspector; Poll Clerks; Tellers; Substitute Tellers and Substitute Poll Clerks for Annual School Budget Vote/Election on May 17, 2016 and Appointment of Board of Registration for Special Voter Registration on May 10, 2016, have been added to the following Consent Agenda Items List.

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 accepts the following agenda items as one item:

- III: Minutes** – Regular Meeting, January 11, 2016
- IV: Treasurer’s Report** – December 2015
- V: Extra-Classroom Activity Account Treasurer’s Report** – December 2015
- VI: Financial Reports** – December 2015
- VII: Internal Claims Audit Report** – December 2015
- VIII: Committees on Special Education Schedules 2-1-16-A and 2-1-16-B**, as recommended by the Superintendent of Schools, to arrange for appropriate services, as indicated.
- XV: Budget Vote and Trustee Election**
- XVI: Appointment of Chairperson; Board of Registration; Chief Inspector; Poll Clerks; Tellers; Substitute Tellers and Substitute Poll Clerks for Annual School Budget Vote/Election on May 17, 2016 and Appointment of Board of Registration for Special Voter Registration on May 10, 2016**

All in favor – Motion carried 5-0

## **IX RESOLUTION TO APPROVE THE PROPERTY TAX CAP FORM**

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 approves the Rocky Point Union Free School District Property Tax Cap Form, as attached.

All in favor – Motion carried 5-0

**X SURPLUS ITEMS**

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

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves for surplus the following attached list.

All in favor – Motion carried 5-0

**XI LIVE LIKE SUSIE SCHOLARSHIP DONATION**

Upon a motion made by Edward Casswell 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 approves and accepts the donation on behalf of the Live Like Susie Scholarship in the amount of \$100.00.

All in favor – Motion carried 5-0

Mrs. Sullivan offered her gratitude to the individual who made this scholarship fund donation.

**XII ROCKY POINT PTA DONATION FOR AUTHOR VISIT (HS)**

Upon a motion made by Sean Callahan 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 accepts the \$1,500.00 donation from the Rocky Point PTA.

**BE IT RESOLVED**, that the Rocky Point Union Free School District hereby approves, upon the recommendation of the Superintendent of Schools, to increase the general fund budget by \$1,500.00 as a result of the donation from the Rocky Point PTA.

**BE IT FURTHER RESOLVED**, that the following budget code be adjusted to reflect said increase:

A 2810 400 03 0000                      \$1,500.00

All in favor – Motion carried 5-0

Mrs. Sullivan, on behalf of the Board of Education, expressed her gratitude to the PTA for this generous donation

**XIII 2015-2016 HEALTH SERVICE CONTRACTS**

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 authorizes the President of the Board of Education and the Superintendent of

Schools to enter into an agreement for health services for the 2015-2016 school year with the following districts:

Patchogue-Medford School District  
Middle Country Central School District

All in favor – Motion carried 5-0

#### **XIV ADOPTION OF THE 2016-2017 SCHOOL CALENDAR**

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

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the 2016-2017 school calendar, as presented.

All in favor – Motion carried 5-0

#### **XV Budget Vote and Trustee Election**

**BE IT RESOLVED**, that the Annual Budget Vote and Trustee Election in the Rocky Point School District, Town of Brookhaven, Suffolk County, New York be held on Tuesday, May 17, 2016 from 7:00 A.M. to 9:00 P.M., and further

**BE IT RESOLVED**, that pursuant to Section 2017 of the Education Law, a Public Hearing for the purpose of discussion of the expenditure of funds and the budgeting thereof be held at 7:00 PM on May 3, 2016 at the Rocky Point High School, Rocky Point, New York and further

**BE IT RESOLVED**, that Legal Notice of the Public Hearing, as required by law, be published in the *LONG ISLAND BUSINESS NEWS*, on April 1, April 8, April 15, and April 29, and in *THE VILLAGE BEACON RECORD* on March 31, April 7, April 14, and April 28 and further

**BE IT RESOLVED**, the Legal Notice of the Annual Budget Vote and Trustee Election, as required by law, be published in the *LONG ISLAND BUSINESS NEWS* on April 1, April 15, April 29, and May 13 and in *THE VILLAGE BEACON RECORD* on March 31, April 14, April 28, and May 12 and further

**BE IT RESOLVED**, that the following school is hereby designated as polling place:

Polling and Registration Place: Rocky Point High School Gymnasium

**BE IT RESOLVED**, that the Board of Education, in addition to the legal publication in four editions of each of the two above-mentioned newspapers, will send a notice with all information relative to the date and time of election to all residents and taxpayers within the District, and further

**BE IT RESOLVED**, that the residents of the Rocky Point School District may register to vote for School District Elections at the office of the District Clerk between the hours of 9:00 AM and 3:00 PM on any day that the office is open, and in the evening on May 10, 2016 until 9:00 PM.

However, such registration will not take place less than five (5) days preceding any School District Election, and further

**BE IT RESOLVED**, that the District Clerk be authorized to assign the necessary personnel to function as Election Inspectors, and further

**BE IT RESOLVED**, that the final tally of votes shall be held at the Rocky Point High School, 82 Rocky Point-Yaphank Road, Rocky Point, New York at 9:00 PM on the evening of the election as soon thereafter as the election inspectors can supply the necessary information.

**XVI Appointment of Chairperson; Board of Registration; Chief Inspector; Poll Clerks; Tellers; Substitute Tellers and Substitute Poll Clerks for Annual School Budget Vote/Election to be held on May 17, 2016 and Appointment of Board of Registration for Special Voter Registration to be held on May 10, 2016.**

**BE IT RESOLVED**, that the Board of Education appoints the Chairperson; Board of Registration; Chief Inspector; Poll Clerks; Tellers and Substitute Poll Clerks and Tellers at an hourly rate of \$10.00, as per the attached list.

#### **XVII STUDENT INSTRUCTIONAL SERVICES CONTRACT**

Upon a motion made by Edward Casswell 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 approves the contract between Rocky Point Schools and Mrs. Lisa Vankesteren for her children, Emily Irene Vankesteren (grade 2), Eric Vankesteren (grade 5), and Kayla Joan Matuszewski (grade 12) to attend the Rocky Point Union Free School District for the remainder of the 2015-2016 school year beginning on February 2, 2016 and ending on June 24, 2016. Tuition for this period will be waived.

All in favor – Motion carried 5-0

#### **XVIII PERSONNEL**

Upon a motion made by Sean Callahan 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 accepts the attached Personnel changes.

All in favor – Motion carried 5-0

#### **XIX NEW BUSINESS**

Mrs. Sullivan inquired of the board of trustees if there was any new business they wished to discuss. There was no new business.

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

- Ms. Ann Quartararo inquired if the position of a retiring teacher aide in the JAE building would be replaced. Mrs. Wilson advised that the district would review the staffing requirements for students grades K-12 and explained that if the position was in need of fulfillment the district would seek to replace the vacancy. Mrs. Wilson further advised that the protocol for position replacement seeks fulfillment via internal methods first, i.e., the established recall list. Ms. Quartararo expressed her concerns that to her knowledge, in certain instances, teachers, and not teacher aides, were being charged with covering the needs of students requiring one-on-one teacher aides while teacher aides were being given “busy work” to do instead. Mrs. Wilson assured Ms. Quartararo that she would look into her concerns regarding this issue. Mrs. Sullivan advised that this was the first time she and the board trustees were made aware of this particular situation. Extensive discussion ensued. Dr. Ring also indicated that this was the first he was hearing of these concerns and reiterated the importance of promptly reporting possible situations such as this to the administration so as to seek a remedy as soon as possible. Dr. Ring, Mr. Casswell and Mr. Callahan spoke in detail regarding this situation and asked for additional information concerning the particulars being reported by Ms. Quartararo so as to be better able to address these concerns and deal with them adequately and appropriately.
- Ms. Melanie Connelly inquired as to who approved teachers to cover the duties and responsibilities of absent school teacher aides. Noting that there was a general shortage of both substitute teachers and substitute school teacher aides, Dr. Ring responded that it was the responsibility of both HR and Special Education to provide proper coverage in the event of employee absences. Mrs. Sullivan advised that it was her assumption that vacated positions would be replaced as the district has no interest in not filling necessary vacated positions. Dr. Ring referred meeting attendees to the budget presentations wherein it is noted that the need for new hires and/or excessing of current employees is mandated by specific and immediate staffing requirements, some driven by CSE meeting decisions and/or IEP mandates. Dr. Ring went on to state that positions that are required will be filled, and that decisions regarding specific vacancies are made only after a full review of existing staff availability and requirements. Mrs. Wilson confirmed with Ms. Connelly that the district has continuous postings on its website seeking substitute teachers and substitute teacher aides.
- Ms. Jessica Ward, specifically referencing budget highlights of the January 11, 2016 budget workshop, inquired if there would be additional hiring of teaching assistants for the grades 6-8 program and, if so, how would it be determined where they would be placed. Dr. Ring advised that the board trustees are in the process of reviewing this recommendation and further discussed the particulars for self-contained and multi-grade level students and self-contained 15:1 with nine or more attending students, which was previously presented to the Board during the previous school year. Ms. Ward asked if there was anecdotal evidence of an increase in performance by those students aided by a teaching assistant. Dr. Ring responded that a study of this kind would be a longitudinal study and would require review over a series of years across the board to determine the results of its outcome.
- Ms. Melanie Connelly, referencing BOE policy 3210 (Visitors to the School) and policy 3410 (Code of Conduct on School Property), asked if said policies pertained to all. Ms. Connelly also inquired of the consequences if said policies were not adhered to. Dr. Ring



responded that the policies apply to all visitors and asked Ms. Connelly to let him know of any situations wherein there was an act of non-compliance.

- Ms. Connelly engaged Dr. Ring in a detailed conversation concerning Covert Investigations, Inc. Ms. Connelly reported that the company's business card indicates that 100% of its employees consist of law enforcement personnel. Dr. Ring responded that the services provided by Covert Investigations are provided through BOCES and while their practice may be to hire 100% law enforcement personnel, that does not necessarily apply to personnel hired as employees of the District. Dr. Ring further advised that the employment of each new hiree is based upon the individual's given merits.
- Ms. Jenny Andersson expressed her concerns regarding what she referred to as a lack of support for general education teachers working with secondary level students with significant disabilities. Mr. Callahan asked Ms. Andersson if she could provide more detailed information regarding her concerns. Mr. Callahan inquired as to why these concerns, if state mandated, were not being addressed during CSE/IEP meetings. Extensive discussion ensued during which Dr. Ring stated that it is critical for concerns such as this to be brought to the attention of administration as soon as possible and that if any parent is not satisfied with the response of an administrator that said concerns should be brought to the next level of administration, including the Superintendent's office. Following said discussion, Mrs. Sullivan advised that she and each of the board trustees would look into Ms. Andersson's concerns.
- Ms. Anzaldi, referencing the BOE policies referred to earlier by Ms. Connelly, spoke in detail regarding the series of events that unfolded during her recent emergency call to the Rocky Point Middle School. Ms. Anzaldi expressed her frustration in being detained in her attempt to enter the building after she was called to the building because her child was experiencing a medical emergency. Following Ms. Anzaldi's description of the events leading up to the situation, Mrs. Sullivan responded that it was her belief that the situation Ms. Anzaldi referred to had been addressed and handled at the building level. Dr. Ring thanked Ms. Anzaldi for her e-mail on the day of the incident outlining the situation thus enabling him to review the situation. Dr. Ring stated Dr. O'Brien has addressed the concerns brought forth by Ms. Anzaldi and the modifications to the protocol for emergency situations are already in place. Dr. Ring encouraged Ms. Anzaldi to contact him if said changes are not sufficient to meet the needs of such an emergency situation.
- Ms. Melissa Mood, secretary to Frank J. Carasiti principal Dr. Virginia Kelly-Gibbons, spoke in detail concerning the magnitude of difficulties involved in providing substitute coverage for absentee teaching and non-teaching assignments on any given day in her building. Stressing her concerns for the welfare of the students, Ms. Mood expressed the importance and urgency of providing adequate substitute coverage for both teachers and teacher aides.

There were no further questions and/or comments from meeting attendees.

## **XX                    ADJOURNMENT**

At 7:56 p.m. Sean Callahan made a motion and Edward Casswell seconded to adjourn the meeting.

All in favor – Motion carried 5-0

Respectfully submitted,

Patricia Jones  
District Clerk