

**MINUTES**  
**Annual Organizational Meeting**  
**Rocky Point Schools - Board of Education**  
**July 12, 2012**

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

- a. Meeting called to order: 6:06 PM
- b. Present: Diane Burke  
Kathleen Hegggers  
John Lessler  
Michael Nofi  
Scott Reh  
Michael F. Ring, Ed.D., Superintendent of Schools  
Gregory Hilton, School Business Official  
Susan Wilson, Executive Director for Educational Services  
Patricia Jones, District Clerk  
Absent: Deborah De Luca, Ed.D., Assistant Superintendent
- c. Pledge of Allegiance to the Flag

**II. DISTRICT CLERK ADMINISTERS OATH OF OFFICE TO REELECTED BOARD MEMBERS JOHN LESSLER AND SCOTT REH.**

**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. Diane Burke nominated and John Lessler seconded Michael P. Nofi for the office of president of the Board of Education. With no further nominations for the office of president, a vote was taken for Michal P. Nofi as Board of Education president – 5 Ayes, 0 Nays. Motion carried 5-0. The oath of office was administered to Mr. Nofi by Patricia Jones, district clerk.

Chair relinquished by the district clerk to President Nofi.

Mr. Nofi commented that it was both his honor and privilege to once again serve as president of the Board of Education.

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

President Nofi requested nominations for the office of vice president of the Board

of Education. John Lessler nominated Diane Burke and Kathleen Hegggers seconded Diane Burke for the office of vice president of the Board of Education. With no further nominations for the office of vice president of the Board of Education, a vote was taken for Diane Burke as Board of Education vice president – 5 Ayes, 0 Nays. Motion carried 5-0. The oath of office was administered to Mrs. Burke by the district clerk.

**c. SUPERINTENDENT OF SCHOOLS**

The district clerk administered the oath of office to Michael F. Ring, Ed.D., Superintendent of Schools.

Mr. Nofi inquired of the trustees, administrators and meeting attendees, if there were any questions or concerns regarding clarification or explanation of any of the remaining agenda items. As there were none, Mr. Nofi requested a motion to move the remaining agenda items as one item.

Upon a motion made by Diane Burke and seconded by Kathleen Hegggers, the following resolution was offered:

BE IT RESOLVED, that all remaining agenda items, i.e., items IV through XI, be approved as presented.

All in favor – Motion carried 5-0

**IV. APPOINTMENT OF OFFICERS**

**A. DISTRICT CLERK** (Ed. Law 2114, 2130, 2503; Comm. Reg. 170.2)

BE IT RESOLVED, that Patricia Jones be and hereby is appointed as District Clerk during the school year 2012-2013 for an annual stipend of \$12,000.

**B. ASSISTANT DISTRICT CLERK** (Ed. Law 2114, 2130, 2503; Comm. Reg. 170.2)

BE IT RESOLVED, that Mary Berretta be and hereby is appointed as Assistant District Clerk during the school year 2012-2013.

**C. DISTRICT TREASURER** (Ed. Law 2122, 2130,2523; Comm. Reg. 170.2)

BE IT RESOLVED, that Virginia Holloway be and hereby is appointed as District Treasurer during the school year 2012-2013 and that Joel Palmer will serve in the capacity of substitute District Treasurer in her absence.

**D. DEPUTY SCHOOL DISTRICT TREASURER (Ed. Law 1720)**

BE IT RESOLVED, that Linda Bilski, be and hereby is appointed as Deputy School District Treasurer during the school year 2012-2013.

**E. TAX COLLECTOR (Ed. Law 2126, 2130, 2506; Comm. Reg. 170.2)**

BE IT RESOLVED, that Virginia Holloway be and hereby is appointed as Tax Collector during the school year 2012-2013.

**F. CENTRAL TREASURER - EXTRA CLASSROOM ACTIVITY ACCOUNTS (Ed. Law 2503; Comm. Reg. 172.5)**

BE IT RESOLVED, that Jill Marolla, be and hereby is appointed as Central Treasurer - Extra-Classroom Activity Accounts during the school year 2012-2013 for an annual stipend of \$5,500.

BE IT FURTHER RESOLVED, that Dennehy Accounting Services, Inc., be appointed claims auditors for the Extra-Classroom Activity Accounts during the school year 2012-2013.

**G. CLAIMS AUDITOR (Ed. Law 1709 20-A; Comm. Reg. 170.2)**

BE IT RESOLVED, that Dennehy Accounting Service, Inc., be appointed Claims Auditor for the period of July 1, 2012 through June 30, 2013 at a fee of \$17,015.00 for biweekly services or \$18,055.00 for weekly services, at the discretion of the district.

**H. EXTERNAL AUDITOR (Ed. Law 1709 20-A; Comm. Reg. 170.2)**

BE IT RESOLVED, that the firm of R.S. Abrams & Co., LLP, be appointed External Auditor for the period of July 1, 2012 through June 30, 2013 at an annual cost of \$29,000.00

**I. INTERNAL AUDITOR (Ed. Law 1709 20-A; Comm. Reg. 170.2)**

BE IT RESOLVED, that the firm of Nawrocki Smith, LLP, be appointed Internal Auditor for the 2012-2013 school year at a cost of \$17,500.00 for internal audit services in accordance with the scope of services submitted in response to the District's request for proposal.

**J. PURCHASING AGENT/DEPUTY PURCHASING AGENT (Comm. Reg. 170.2)**

BE IT RESOLVED, that Debra Hoffman be and hereby is appointed as the Purchasing Agent for the district during the school year 2012-2013 for an annual stipend of \$20,750.00 and that Gregory Hilton be and hereby is appointed as the Deputy Purchasing Agent, to serve in this capacity in the absence of the Purchasing Agent and to have all other roles in the purchasing process suspended when acting as Deputy Purchasing Agent, for no additional compensation.

**K. 2012-2013 AUDIT COMMITTEE MEMBERS**

BE IT RESOLVED, that the following individuals be and hereby are appointed to serve on the Audit Committee during the 2012-2013 school year: Michael Nofi, Diane Burke, John Lessler, Kathleen Hegggers, and Scott Reh.

**V. DESIGNATIONS**

**A. OFFICIAL BANK DEPOSITORY - ALL FUNDS**

(Ed. Law 2129, 2130; Comm. Reg. 170.2)

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 2012-2013:

- Chase Manhattan Bank
- TD Bank
- Capital One Bank
- People's United Bank
- Cooperative Liquid Assets Security System (Class) – Municipal Banking Institute

**B. REGULAR MONTHLY MEETINGS**

(Ed. Law 1708 (quarterly), 2504)

BE IT RESOLVED, that the regular business school board meetings for the 2012-2013 school year be held at 6:00 p.m. in locations to be indentified prior to date of each meeting, on the following dates:

July 12, 2012	Organizational Meeting
August 27, 2012	Regular Meeting
September 24, 2012	Regular Meeting
October 29, 2012	Regular Meeting
November 19, 2012	Regular Meeting
December 17, 2012	Regular Meeting
January 14, 2013	Regular Meeting
February 11, 2013	Regular Meeting

March 18, 2013	Regular Meeting
April 22, 2013	Regular Meeting
May 7, 2013	Public Hearing (Budget) (Ed. Law 2017 (5))
May 21, 2013	Regular Meeting and Budget Vote/Election (Ed. Law 2022-a)
June 17, 2013	Regular Meeting
July 11, 2013	2013-2014 Organizational Meeting/Regular Meeting

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

BE IT RESOLVED that pursuant to Section 2022-a of the Education Law the third Tuesday in May (May 21, 2013) 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 7<sup>th</sup> day of May, 2013, is hereby designated as the District Public Hearing date to review the proposed budget that will be voted upon on May 21, 2013.

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

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 2012-2013 school year.

**VI. OTHER APPOINTMENTS**

**A. SCHOOL ATTORNEYS**

BE IT RESOLVED that the law firm of Hamburger, Maxson, Yaffe, Knauer and McNally, LLP, be appointed to serve as General and Labor Counsel for the 2012-2013 school year at a yearly retainer fee of \$26,000.00 and a per hour fee of \$195.00 for litigation services.

**B. BOND ATTORNEY**

BE IT RESOLVED that the law firm of Hawkins, Delafield & Wood, LLP, be appointed to serve as Bond Counsel for the 2012-2013 school year, as per the attached fee schedule.

**C. PUBLIC INFORMATION OFFICER**

BE IT RESOLVED, that Gregory Hilton be appointed to serve as Public Information Officer during the school year 2012-2013.

**D. FAMILY EDUCATION RIGHTS & PRIVACY ACT OFFICER**

BE IT RESOLVED, that Susan Wilson be appointed to serve as Family Education Rights & Privacy Act Officer during the school year 2012-2013.

**E. INCARCERATED YOUTH/DESIGNATED EDUCATIONAL OFFICIAL**

BE IT RESOLVED, that Susan Wilson be appointed to serve as the Incarcerated Youth/Designated Educational Official during the school year 2012-2013.

**F. LIAISON FOR HOMELESS CHILDREN AND YOUTH**

BE IT RESOLVED, that Jennifer Zaffino be appointed to serve as Liaison for Homeless Children and Youth during the school year 2012-2013.

**G. SCHOOL PHYSICIANS/CHIEF MEDICAL OFFICERS**

BE IT RESOLVED, that Rocky Point Medical Care, P.C. (Dr Gil) and Sound Family Medicine, P.C. (Dr. George Ruggiero) and concussion specialists Jennifer Semel, MD, Jennifer Gray, DO, Anuja Korlipara, MD, Yu Jen Lai, MD, Irene Patrylo, MD, Jun Zhang, MD, Philip Schrank, MD, and Hayley Queller, MD of the St. Charles Hospital ImPACT Program be appointed to serve as School Physicians/Chief Medical Officers during the school year 2012-2013.

**H. CONSULTING SCHOOL DENTIST (S)**  
(Ed. Law 902)

BE IT RESOLVED, that Drs. Mark Cherches and Harlan Taub, be appointed to serve as Consulting School Dentists during the school year 2012-2013.

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

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 2012-2013 school year:

Chairperson	Deborah De Luca
Chairperson	Andrea Moscatiello
Chairperson	Terrence Reilly
Chairperson	Beth Apostoli
Chairperson	Paul Walia
Alternate Chairperson	Jo-Ann Tavano-Foss
Alternate Chairperson	John Haggerty
Alternate Chairperson	Juliet Williams
Alternate Chairperson	Meredith Picone
Alternate Chairperson	Marc Muchnik
Student's Teacher	as per Education Law 4402
Alternate Parent Member	Jenny Andersson
Alternate Parent Member	Regina Bonello
Alternate Parent Member	Nancy Collins
Alternate Parent Member	Betina Ferreira
Alternate Parent Member	Janine Fisher
Alternate Parent Member	Christine Fitzgerald
Alternate Parent Member	Colleen Hamilton
Alternate Parent Member	Julie Holter
Alternate Parent Member	Geneva Laccesaglia
Alternate Parent Member	Wendy Libonati
Alternate Parent Member	Jodie Lomas
Alternate Parent Member	Betty Loughran
Alternate Parent Member	Carol MacCarthy
Alternate Parent Member	Laurie Maxwell
Alternate Parent Member	Amy Maza
Alternate Parent Member	Pat Noto
Alternate Parent Member	Jennifer Olszewski
Alternate Parent Member	MaryAnne Palmese
Alternate Parent Member	Amy Perri
Alternate Parent Member	Francine Pisano
Alternate Parent Member	Maria Quaglio
Alternate Parent Member	Suzanne Roman
Alternate Parent Member	Tracey Sasek
Alternate Parent Member	Patti Stewart
Alternate Parent Member	Elizabeth Stone
Alternate Parent Member	Jaime Weismiller
Alternate Parent Member	Theresa Wind
School Psychologist	Jo-Ann Tavano-Foss
School Psychologist	John Haggerty
School Psychologist	Juliet Williams
School Psychologist	Meredith Picone



Alternate Parent Member	Wendy Libonati
Alternate Parent Member	Jodie Lomas
Alternate Parent Member	Betty Loughran
Alternate Parent Member	Carol MacCarthy
Alternate Parent Member	Laurie Maxwell
Alternate Parent Member	Amy Maza
Alternate Parent Member	Pat Noto
Alternate Parent Member	Jennifer Olszewski
Alternate Parent Member	MaryAnne Palmese
Alternate Parent Member	Amy Perri
Alternate Parent Member	Francine Pisano
Alternate Parent Member	Maria Quaglio
Alternate Parent Member	Suzanne Roman
Alternate Parent Member	Tracey Sasek
Alternate Parent Member	Patti Stewart
Alternate Parent Member	Elizabeth Stone
Alternate Parent Member	Jaime Weismiller
Alternate Parent Member	Theresa Wind

School Psychologist	Jo-Ann Tavano-Foss
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)

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.

**K. SURROGATE PARENT:**

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 2012-2013 school year to serve as a Surrogate Parent: Ms. Nancy Collins, who resides at 56 Freya Road, Rocky Point, NY 11778.

**L. SECTION 504 COORDINATOR:**

BE IT RESOLVED, that in accordance with Federal Regulations, (Subpart D. of the Handicapped Children's Act), the following building principals are recommended for Board of Education approval for the 2012-2013 school year to serve as Section 504 Coordinators: John DeBenedetto, Principal, High School; Scott O'Brien, Principal, Middle School; Linda Towlen, Principal, Joseph A. Edgar School; Virginia Kelly-Gibbons, Principal, Frank J. Carasiti Elementary School; (Subpart D. of the Handicapped Children's Act). The overall Section 504 Coordinator is Andrea Moscatiello, Director of Special Education.

**M. TITLE IX COORDINATORS**

BE IT RESOLVED that Susan Wilson, Anja Groth, Scott O'Brien, Gregory Hilton and District General Council will serve as the District's Title IX Coordinators for the 2012-2013 school year.

**N. COMPLAINT OFFICERS**

BE IT RESOLVED that Susan Wilson, Gregory Hilton, Anja Groth, Scott O'Brien and District General Counsel will serve as the District's Complaint Officers for the 2012-2013 school year.

**O. AMERICANS WITH DISABILITIES ACT (ADA) COORDINATOR  
(Pursuant to 28 CFR 35.107)**

BE IT RESOLVED that Deborah De Luca serves as the Americans with Disabilities Act (ADA) Coordinator for the 2012-2013 school year.

**P. (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)**

IT IS HEREBY RESOLVED, that pursuant to a 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.

**P. (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.

**P. (3) 2012-2013 COMPENSATION SCHEDULE FOR IMPARTIAL HEARING OFFICERS**

BE IT FURTHER RESOLVED, that the Rocky Point Board of Education approves the 2012-2013 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 2012-2013 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.

**Q. RECORDS MANAGEMENT OFFICER**

BE IT RESOLVED, that Gregory Hilton be appointed to serve as Records Management Officer for the school year 2012-2013.

BE IT FURTHER RESOLVED, by the Rocky Point Union Free School District of Rocky Point, New York, that Records Retention and Disposition Schedule ED-1, issued pursuant to Article 57-A of the Arts & Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

BE IT FURTHER RESOLVED, that in accordance with Article 57-A, (a) only those records will be disposed of that are described in Records Retention and Disposition Schedule ED-1 after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

**R. RECORDS ACCESS OFFICER**

BE IT RESOLVED, that Gregory Hilton be appointed to serve as Records Access Officer during the 2012-2013 school year.

**S. RECORDS APPEALS OFFICER**

BE IT RESOLVED, that Dr. Michael F. Ring be appointed to serve as District Records Appeals Officer during the 2012-2013 school year.

**T. FEDERAL CHILD NUTRITION PROGRAM HEARING OFFICIAL**

BE IT RESOLVED, that Suzanne Cottingham be appointed to serve as the Federal Child Nutrition Program Hearing Official during the 2012-2013 school year.

**U. FEDERAL CHILD NUTRITION PROGRAM REVIEWING OFFICIAL**

BE IT RESOLVED, that Suzanne Cottingham be appointed to serve as the Federal Child Nutrition Program Reviewing Official during the 2012-2013 school year.

**V. FEDERAL CHILD NUTRITION PROGRAM VERIFICATION OFFICIAL**

BE IT RESOLVED, that Suzanne Cottingham be appointed to serve as the Federal Child Nutrition Program Verification Official during the 2012-2013 school year.

**W. ASBESTOS OFFICER**

BE IT RESOLVED, that Peter Wagenhauser and Gregory Hilton be appointed to serve as District Asbestos Officers during the 2012-2013 school year.

**X. CHEMICAL HYGIENE OFFICER**

BE IT RESOLVED, that Peter Wagenhauser and Gregory Hilton be appointed to serve as District Chemical Hygiene Officers during the 2012-2013 school year.

**Y. SCHOOL PESTICIDE OFFICER**

BE IT RESOLVED, that Peter Wagenhauser and Gregory Hilton be appointed to serve as District School Pesticide Officers during the 2012-2013 school year.

**Z. ATTENDANCE OFFICER (Ed. Law 1709)**

BE IT RESOLVED, that Susan Wilson be appointed to serve as District Attendance Officer during the 2012-2013 school year.

**AA. DIGNITY ACT COORDINATORS (ED. LAW 801)**

BE IT RESOLVED, that in accordance with Commissioner's Regulations, Part 100, each Board of Education shall appoint at least one (1) Dignity Act Coordinator for each school in the district in accordance with the provisions of the Education Law, Section 801 {a}. The following people are recommended for Board of Education approval for the 2012-2013 school year:

Rocky Point High School: John DeBenedetto, Principal  
Susann Crossan, Assistant Principal  
Michael Gabriel, Assistant Principal  
Rocky Point Middle School: Scott O'Brien, Principal  
James Moeller, Assistant Principal  
Joseph A. Edgar School: Linda Towlen, Principal

Joseph Tapler, Assistant Principal  
 Frank J. Carasiti School: Virginia Kelly-Gibbons, Principal  
 Courtney Herbert, Assistant Principal  
 District-Wide: Anja Groth Director of Instruction  
 Susan Wilson, Executive Director for Educational Services  
 Gregory Hilton, School Business Official  
 Deborah De Luca, Assistant Superintendent

**VII. AUTHORIZATIONS**

**A. AUTHORIZATION FOR CHIEF SCHOOL OFFICER TO CERTIFY PAYROLLS (Ed. Law 1720, 2523; Comm. Reg. 170.2)**

BE IT RESOLVED, that Dr. Michael F. Ring, Chief School Officer, be hereby authorized to certify payrolls of the district for the 2012-2013 school year.

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

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 2012-2013 school year.

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

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 2012-2013 school year.

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

BE IT RESOLVED, that the Administration be authorized to establish petty cash funds for the 2012-2013 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

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

BE IT RESOLVED, that Virginia Holloway, School District Treasurer, be authorized to sign checks for the 2012-2013 school year, and that Linda Bilski, Deputy School District Treasurer, and Gregory Hilton, School Business Official, and Dr. Michael F. Ring, Superintendent of Schools and Joel Palmer, substitute School District Treasurer be authorized to sign checks for the 2012-2013 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

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

BE IT RESOLVED, that Michael Ring, Chief School Officer be authorized to approve budget transfers up to \$1,000,000 per occurrence and that Gregory Hilton, School Business Official be authorized to approve budget transfers up to \$100,000 per occurrence, during the 2012-2013 school year.

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

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.

**H. AUTHORIZATION TO INVEST DISTRICT FUNDS**

BE IT RESOLVED, that Virginia Holloway, District Treasurer, during the school year 2012-2013, 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).

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

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 2012/2013 at

an estimated cost of \$6,000,000.00.

**VIII. OTHER ITEMS**

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

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.

**B. 2012-2013 BUDGET DEVELOPMENT CALENDAR**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the 2012-2013 Budget Development Calendar as attached.

**C. *Second Reading: Review and Re-Adoption of Board of Education Policies***

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby moves the re-adoption of Board of Education Policy Numbers (*second reading*):

- 3410 Code of Conduct on School Property
- 4210 Administrative Organization and Operation
- 4211 Organizational Chart
- 5220 District Investments
- 5410 Purchasing
- 5681 School Safety Plans
- 7110 Comprehensive Attendance Plan
- 8271 Children's Internet Protection Act
- 6170 Fingerprinting of Prospective School Employees
- 1338 Duties of the School Physician/Nurse Practitioner
- 5110 Budget Planning and Development
- 5120 School District Budget Hearing
- 5130 Budget Adoption
- 5150 Contingency Budget
- 7554 Dignity for All Students
- 8442 Civility, Citizenship and Character Education/Interpersonal Violence Prevention Education

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

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.

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

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 2012-2013 school year.

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

BE IT RESOLVED, that the Board of Education establish the following substitute rate of pay schedule for the 2012-2013 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. 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).

**G. ROCKY POINT SCHOOL DISTRICT CRISIS PLAN – REVISED JUNE 2012**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and adopts the Rocky Point School District Crisis Plan – Revised June 2012.

**H. ADOPTION OF PURCHASING MANUAL**

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

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

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 the banking needs of the district.

**J. TREASURER’S REPORTS**

BE IT RESOLVED, that the Board of Education accepts the Treasurer’s Reports for the month of June 2012 as presented.

**K. INTERNAL CLAIMS AUDIT REPORT – JUNE 2012**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the June 2012 Internal Claims Audit Report.

**L. STUDENT ACTIVITY CONTRACTS**

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.

**M. PSYCHIATRIC CONSULTANT SERVICES CONTRACT EXTENSION**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Superintendent of Schools to enter into a Consultant Services Contract with Dr. Randall Solomon for psychiatric services, as per the attached rate schedule.

**N. MEDICAID CONSULTANT SERVICES CONTRACT EXTENSION FOR 2012-2013**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education renews the agreement with Cost Management Services, Inc. for the 2012-2013 fiscal year at no additional cost as per the attached.

**O. SPECIAL EDUCATION 2012 SUMMER CONTRACT – DDI**

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 Developmental Disabilities Institute, Inc. for a special education student's summer 2012 services, under applicable Individual Educational Programs, applicable law, and or district policy.

**P. SPECIAL EDUCATION 2012-2013 CONTRACT – DDI**

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 Developmental Disabilities Institute, Inc. for a special education student's services for the 2012-2013 school year, under applicable Individual Educational Programs, applicable law, and or district policy.

**Q. POWER OF ATTORNEY – INDUSTRIAL U.I. SERVICES**

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 grant limited power of attorney for the handling of unemployment insurance matters to Industrial U.I. Services, as per the attached.

**R. BID AWARD #13-06 PIZZA – 2012-2013**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education awards Bid #13-06 Pizza to Domino's in Rocky Point, the lowest responsible bidder meeting bid specifications at \$6.50 per pie as per the attached.

**S. CAPITAL IMPROVEMENT PROGRAM, PHASE 2, RP HIGH SCHOOL SED NO.: 58-02-09-02-0-005-025 ASBESTOS ABATEMENT & CEILING REPLACEMENT-UNITECH CHANGE ORDER NO. 1.**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools,

the Board of Education accepts and approves the attached change order in reference to the Capital Improvement Program, Phase2, Rocky Point HS, and authorizes the President of the Board of Education to execute said change order.

**T. CAPITAL IMPROVEMENT PROGRAM, PHASE 2, RP HIGH SCHOOL  
SED NO. 58-02-09-02-0-005-025 LIGHTING REPLACEMENT- MADISON  
AVENUE CONSTRUCTION CHANGE ORDER NO. 1**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts and approves the attached change order in reference to the Capital Improvement Program, Phase 2, Rocky Point HS, and authorizes the President of the Board of Education to execute said change order.

**U. REQUEST FOR APPROVAL TO ADOPT THE ROCKY POINT UFSD 2012-  
2015 ANNUAL PERFORMANCE REVIEW PLAN**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Rocky Point Union Free School District does hereby adopt, effective July 1, 2012, the Annual Professional Performance Review (APPR) Plan in compliance with Education Law Section 3012-c, 8 N.Y.C.R.R. 30-2 and 8 N.Y.C.R.R. 100.2; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools is directed to file the foregoing documents in the office of the District Clerk and post the attached documents on the website.

**V. CERTIFICATION OF QUALIFIED LEAD EVALUATORS FOR  
TEACHERS AND PRINCIPALS**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby certifies Susan Wilson, Linda Towlen and Dr. Deborah De Luca as Qualified Lead Evaluators of classroom teachers and building principals, having successfully completed the necessary training requirements prescribed in 8 NYCRR §30-2.9(b):

- (1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- (4) Application and use of the State-approved rubrics selected by the school

district for use in the evaluation of classroom teachers and building principals, including training on the effective application of such rubric to observe a classroom teacher's/building principal's practice;

(5) Application and use of the assessment tools that the school district utilizes to evaluate its classroom teachers and building principals, including, but not limited to observations and structured portfolio reviews, etc.;

(6) Application and use of the State-approved locally selected measures of student achievement used by the school district to evaluate its classroom teachers and building principals;

(7) The scoring methodology utilized by the Department and the school district to evaluate a classroom teacher and building principal under 8 NYCRR §30-2, including:

(a) How scores are generated for each subcomponent and the composite effectiveness score of classroom teachers and building principals, and

(b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of classroom teachers and building principals and their subcomponent ratings; and

(8) Specific considerations in evaluating classroom teachers and building principals of English language learners and students with disabilities.

Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training.

This certification has been issued in accordance with the process for certifying lead evaluators described in the district's annual professional performance review plan.

**IX. COMMITTEES ON SPECIAL EDUCATION/PRESCHOOL SPECIAL EDUCATION RECOMMENDATIONS**

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 7-12-12A and Schedule 7-12-12-B.

**X. ABOLISHMENT OF TEACHER AND TEACHING ASSISTANT POSITIONS**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education, in accordance with Section 3013 of New York State Education Law, hereby abolishes the following positions in their respective tenure areas:

- One (1.0) position in the tenure area of Cosmetology Occupations
- One (1.0) position in the tenure area of Teaching Assistant

BE IT RESOLVED, that the employment of those having the least seniority in the system within the tenure area of the positions abolished shall be discontinued effective June 30, 2012.

BE IT FURTHER RESOLVED, that the excessed teacher and teaching assistant whose positions have been abolished shall be placed on a preferred eligible list in accordance with Section 3013 of the New York State Education Law.

**XI. PERSONNEL**

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

On behalf of the trustees of the Board of Education, Mr. Nofi extended his congratulations and best wishes to both Mr. Michael Yannucci and Mr. Christian Bowen upon their administrative appointments.

**ADJOURNMENT**

Upon a motion made by Diane Burke and seconded by Kathleen Hegggers, the Board of Education adjourned the meeting at 6:17 p.m.

All in favor – Motion carried 5-0

Respectfully submitted,

Patricia Jones  
District Clerk