

Meeting of the Board of Education
Hicksville Union Free School District
Town of Oyster Bay, Hicksville, NY
Board Room, Administration Building

December 17, 2008
Recorded
Approved 01/28/09

BOARD MEMBERS PRESENT: Ms. Sommers, Ms. Garger, Mr. Edelman, Ms. Powell, Mr. Coutieri, Ms. Owens. Mr. Culhane arrived at approximately 7:30PM.

ALSO PRESENT: Maureen Bright, Supt of Schools; Brian Heyward, Asst Supt for Personnel; Marianne. Litzman, Asst Supt for Curr & Instruc; Robert Wisotzky, Interim Asst Supt. for Business; Gregory Guercio, Attorney.

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The Regular Meeting of the Board of Education was called to order by President Sommers at approximately 7:15PM.

EXECUTIVE SESSION

NO. 1 Mr. Coutieri moved, seconded by Ms. Powell, that the Board of Education recess into Executive Session to discuss personnel, special education and advice of counsel.

Voting on No. 1: 6-0. Motion carried unanimously.

The Board of Education recessed into Executive Session at approximately 7:15PM. The Board returned from Executive Session at approximately 8:23PM. No action was taken. The action meeting resumed at approximately 8:30PM.

ANNOUNCEMENTS

Mr. Edelman made the following announcements:

- A. Wednesday, January 14, 2008
 - Board of Education Committee Meetings**
Board Room, Administration Building – 7:30 PM
 - Board Budget Meeting** – 8:30PM
 - Topic: *Introduction to 2009-10 Budget Development*
Facilities Budget

- B. Wednesday, January 28, 2009
 - Regular Meeting of the Board of Education**
Executive Session – 7:00 PM
 - Action Meeting – *Approximately* 8:30 PM
 - Board Room, Administration Building

SUPERINTENDENT'S REPORT

Reports were presented as follows:

- Holiday Card Plaque Presentation

WARRANT REPORT

The Board of Education received the Warrant Report from the Claims Auditor for the period November 1, 2008 through November 30, 2008. *Filed with Official Minutes.*

GENERAL PUBLIC

MINUTES

NO. 2 Mr. Edelman moved, seconded by Ms. Powell, that the Board of Education approve the minutes of the following meetings as prepared by the District Clerk:

- Minutes of Regular Meeting of November 19, 2008
- Minutes of Audit Committee Meeting of December 10, 2008

Voting on No. 2: 7-0. Motion carried unanimously.

PERSONNEL

NO. 3 Ms. Powell moved, seconded by Mr. Coutieri, that the Board of Education, upon the recommendation of the Superintendent, approve the actions detailed in the Personnel Actions Report.

Voting on No. 3: 7-0. Motion carried unanimously.

BUSINESS & FINANCE

OMNIBUS MOTION

NO. 4 Ms. Garger moved, seconded by Ms. Owens, that the Board of Education, upon the recommendation of the Superintendent, approve the following Omnibus Motion:

1. Treasurer's Report
The Board of Education, upon the recommendation of the Superintendent, is asked to approve the Treasurer's Report for the period ending November 30, 2008. *Filed with Official Minutes*
2. Transfer Report
 - a) The Board of Education, upon the recommendation of the Superintendent, is asked to accept the Transfer Report for the period November 1, 2008 through October 31, 2008. *Attachment No. 2*

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- b) The Board of Education, upon the recommendation of the Superintendent, is asked to approve the Request for Transfer of Funds in Excess of \$10,000/\$100,000 for the period November 1, 2008 through November 30, 2008. *Attachment No. 3*
3. Report of Examination
The Board of Education, upon the recommendation of the Superintendent, is asked to accept the Report of Examination prepared by the Office of the New York State Comptroller for the period July 1, 2006 through April 30, 2008. *Attachment No. 4*
4. Report/Management Letter
The Board of Education, upon the recommendation of the Superintendent, is asked to accept the District Response to Audit Report/Management Letter for fiscal year 2007-2008. *Attachment No. 5*
5. Corrective Action Plan
The Board of Education, upon the recommendation of the Superintendent, is asked to accept the Hicksville Public Schools Corrective Action Plan for fiscal year ending 2008. *Attachment No. 6*
6. Auditor's Report
The Board of Education, upon the recommendation of the Superintendent, is asked to accept the Biannual Report from the Claims Auditor. *Attachment No. 7*
7. Mileage Reimbursement
The Board of Education, upon the recommendation of the Superintendent, is asked to approve a new mileage reimbursement rate of \$.55 effective January 1, 2009. *Attachment No. 8*
8. Change Order
The Board of Education, upon the recommendation of the Superintendent, is asked to authorize the Board President to execute a change order in connection with Xtraire, Inc. Contract #5HVAC at Woodland School, SED #28-05-17-03-0-008-018 for a decrease of \$6,008 being deducted from the initial contract of \$159,000. *Attachment No. 9*
9. Change Order
The Board of Education, upon the recommendation of the Superintendent, is asked to authorize the Board President to execute a change order in connection with Locust Valley Electric, Contract #6 - Electric at Woodland School, SED #28-05-17-03-0-008-018 for a decrease of \$5,000 being deducted from the

initial contract of \$49,800. *Attachment No. 10*

10. Change Order

The Board of Education, upon the recommendation of the Superintendent, is asked to authorize the Board President to execute a change order in connection with Valco, Inc, Contract #2C – Masonry at Old Country Road School, SED #28-05-17-03-0-007-017 for a decrease of \$2,000 being deducted from the initial contract of \$134,800. *Attachment No. 11*

11. Adoption of 403(B) Retirement Plan

The Board of Education, upon the recommendation of the Superintendent, is asked to approve Hicksville Public Schools 403(b) Retirement Plan Document and Resolution as listed in the back up. *Attachment No. 12*

12. OMNI Financial Group

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the revised contract with OMNI Financial Group as the third party administrator for Tax Sheltered Annuities at a cost of \$30 per year per participant plus non-recurring fees of \$3,995 for set up and \$3,000 for plan document preparation as listed in the back up. *Attachment No. 13*

13. Transportation Contract

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the contract between Nassau BOCES and the Hicksville School District to provide transportation for outdoor education transportation services, local and long distance, for the period December 15, 2008 through June 30, 2009 in the amount of \$12,180 as listed in the backup. *Attachment No. 14*

14. Special Education Services Contract

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the special education services contracts between Oyster Bay-East Norwich School District and Hicksville School District for the period July 1, 2008 through June 30, 2009 as listed in the back up. *Attachment No. 15*

15. Federal Grant Subcontracts

The Board of Education, upon the recommendation of the Superintendent, is asked to approve contracts with Island Trees and Floral Park-Bellerose School Districts for receipt of Federal Part B Flow-Through Allocations with Approved Special Education providers pursuant to Federal 611 and 619 Flow through funds to Section 4410 for preschool and/or school age students for the 2008-2009 school year. *Attachment No. 16*

16. Obsolete Equipment

The Board of Education, upon the recommendation of the Superintendent, is

asked to approve the disposal of obsolete equipment and furniture as listed in the backup. *Attachment No. 17*

17. Dental Insurance

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the following dental insurance program with the cost of coverage coming through employee contributions less the \$180 provided by the district through contractual agreements:

	<u>2008</u>	<u>2009</u>	<u>\$Change</u>	<u>% Change</u>
Cigna-WI Schedule, Individual	227.16	236.28	9.12	4%
Cigna-WI Schedule, Dependent	598.56	622.56	24.00	4%
POMCO-Enhanced, Individual	571.92	599.04	27.12	4.7%
POMCO Dependent	1,567.08	1,641.36	74.28	4.7%
POMCO Basic	120.00	120.00	0	0
American Dental, Individual or Dependent	180.00	180.00	0	0

18. Flex Benefits

The Board of Education, upon the recommendation of the Superintendent, is asked to reaffirm the Flex Benefit offering to its staff in accordance with IRS Regulation 125. The plan will continue to be administered by the POMCO Organization for the 2009 calendar year at the rate of \$4.10, an increase of \$.10 per participating enrollee per month for the spending plan.

19. Benefits Administration

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the POMCO Organization as the Plan Administrator for the 2009 calendar year at the rate of \$3.97 per month per employee, no increase for dental claims administration and \$.44 per month per employee, an increase of \$.02 for COBRA Administration. *Attachment No. 18*

20. Parentlink Agreement

The Board of Education, upon the recommendation of the Superintendent, is asked to authorize the Board President to enter into an Agreement with Nassau BOCES for Parentlink, a school-to-home communication system at a cost of \$11,736.25 for the period ending June 30, 2009 per the attached backup. *Attachment No. 19*

Voting on No. 4: 7-0. Motion carried unanimously.

NEW BUSINESS

OMINUBUS MOTION

NO. 5 Mr. Coutieri moved, seconded by Mr. Edelman, that the Board of Education, upon the recommendation of the Superintendent, approve the following Omnibus Motion:

1. Committee on Special Education
Resolved, that the Board of Education hereby accepts, and shall through the Administration, arrange for the provision of the appropriate special education programs and services for students enumerated in the CSE reports. *Filed with Official Minutes*
2. Committee on Preschool Special Education
Resolved, that the Board of Education hereby accepts, and shall through the Administration, arrange for the provision of the appropriate special education programs and services for students enumerated in the CPSE reports. *Filed with Official Minutes*
3. Section 504
Resolved, that the Board of Education hereby accepts, and shall through the Administration, arrange for the provision of the appropriate special education programs and services for students enumerated in the Section 504 reports. *Filed with Official Minutes*
4. Resolution
The Board of Education is asked to authorize the Board President to execute a certain Stipulation of Agreement regarding the Advisors for the Middle School Intramural Program. *Filed with Official Minutes*
5. New Scholarship
The Board of Education, upon the recommendation of the Superintendent, is asked to approve the following new scholarships to be added to the 2009 Local Scholarship Directory:
 - Hicksville Gardens Civic Association Community Service Scholarships (2)
 - Elliot Paisner Memorial Scholarship increased from \$1,000 to \$1,500
 - Hicksville Congress of Teachers Commitment to Community Service Award *Attachment No. 20*

6. Resolution to Authorize Joint Application for Efficiency Grant

WHEREAS, Nassau County, the Board of Cooperative Educational Services (BOCES) of Nassau County, the Hicksville School District, and other school districts within the county desire to create and implement plans for consolidation of school district support services to improve operating efficiencies and save tax dollars, and to seek to implement such plans as may be having great potential for saving tax dollars, and

WHEREAS, it is understood that, notwithstanding the approval of this resolution in support of a grant application, the participation of any school district in any portion of this effort to consolidate support services will be strictly voluntary, and

WHEREAS, the Hicksville School District would like to join in submitting an application for a Twenty-First Century Demonstration Project Grant under the New York State Local Government Efficiency Grant Program.

NOW, THEREFORE, BE IT RESOLVED as follows that the Board of Education of the Hicksville School District (“the Board”):

1. Authorizes the lead applicant contact person to submit an application on behalf of the Board for financial assistance to the 2008-09 Local Government Efficiency Grant Program, and to execute all financial and administrative processes and instruments relating to the grant program.
2. Authorizes BOCES of Nassau County to act as the “Lead Applicant” for the grant application, and Tom Stokes, Deputy County Executive for Budget and Finance, to act as the “Lead Applicant Contact Person” on the grant application form.
3. Agrees to act as a “Co-Applicant” and hereby authorizes the Superintendent of Schools to execute all financial and administrative processes and instruments relating to the grant program. Other co-applicants will include Nassau County, Nassau BOCES and a majority of the school districts within Nassau County. A list of all participating school districts will be included in the grant application.
4. Joins in a grant application to be submitted for a Local Government Efficiency Grant award that would enable the applicant and co-applicants to identify and implement cooperative back office functions that allow school districts to save money while maintaining high quality educational programs. The project will provide for shared or consolidated back office functions in several areas, including information technology and

telecommunications, cooperative purchasing, audit services, and non-public pupil transportation. The project name is the “Nassau School and Municipal Savings Initiative.”

5. Agrees that the amount of the grant applied for shall not exceed \$1,000,000, with a maximum local match of up to \$111,111.
 6. Understands that it is anticipated that the local match sum referenced in Item 5, above, will be funded via already-existing grant funds, and if such funds should for any reason not become available, the maximum local match to be requested from the Board, for participation in the grant activities, shall not exceed \$1000 and such sum shall not be due and payable unless the Board shall pass an enabling resolution.
 7. Will work with the lead applicant and other co-applicants to prepare and execute any necessary intermunicipal agreements setting forth individual responsibilities related to Nassau School and Municipal Support Services Partnership. *Attachment No. 21*
7. New York State School Superintendent’s Conference
The Board of Education is asked to approve the attendance of the Superintendent at the New York State Council of School Superintendents’ 2009 Mid-Winter Conference on January 10, 2009 through January 11, 2009. Expenses to be paid include registration, housing accommodations, transportation and meals. Total expenditures not to exceed \$550. *Attachment No. 22*

Voting on No. 5: 7-0. Motion carried unanimously.

POLICY

Adoption

NO. 6 Mr. Edelman moved, seconded by Ms. Powell, that the following policies are presented to the Board of Education for adoption:

- | | |
|----------|---|
| # 9242 | Long-Term and Regular Substitute Teachers |
| # 9242R | Long-Term Substitutes: Administrative Regulations |
| # 9280 | Professional Staff Development |
| # 9310.5 | Support Staff Positions |

Voting on No. 6: 7-0. Motion carried unanimously. *Attachment No. 23*

Reading

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The following policies are presented to the Board of Education for reading:

- # 8123 Accident Reports
- # 8210R Regulations on Security of School Facilities *Attachment No. 24*

CURRICULUM

Textbook Adoption

- NO. 7 Ms. Owens moved, seconded by Ms. Garger, that the Board of Education adopt the following new textbooks:

Government in America: People, Politics and Policy
Making Music
Algebra 2 and Trigonometry

Voting on No. 7: 7-0. Motion carried unanimously. *Attachment No. 25*

Curriculum Writing

- NO. 8 Ms. Owens moved, seconded by Mr. Coutieri, that the Board of Education approve the following curriculum writing documents:

Algebra 2/Trigonometry
Algebra 2/Trigonometry Honors

Voting on No. 8: 7-0. Motion carried unanimously.

Summer Curriculum Writing

- NO. 9 Ms. Owens moved, seconded by Ms. Powell, that the Board of Education approve the following summer curriculum writing documents:

Photography II Curriculum Guide

Voting on No. 9: 7-0 Motion carried unanimously

GENERAL PUBLIC

ADJOURNMENT

- NO. 10 Mr. Culhane moved, seconded by Ms. Garger, that the Board of Education Meeting be adjourned.

Voting on No. 10: 7-0. Motion carried unanimously.

RECOMMENCE

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- NO. 11 Mr. Edelman moved, seconded by Mr. Culhane, that the Board of Education Meeting be reconvened.

Voting on No. 11: 7-0. Motion carried unanimously.

The meeting reopened at approximately 8:40PM.

GENERAL PUBLIC

ADJOURNMENT

- NO. 12 Mr. Coutieri moved, seconded by Ms. Owens, that the Board of Education Meeting be adjourned.

Voting on No. 12: 7-0. Motion carried unanimously.

The meeting adjourned at approximately 9:00PM

Helen Murray
District Clerk