

**DEER PARK UFSD  
BOARD OF EDUCATION  
JANUARY 24, 2012  
OPEN MEETING AGENDA – 8:00 PM  
JOHN QUINCY ADAMS ELEM. SCHOOL**



- I. Call to Order.
- II. Roll Call: Members, Board of Education & Administration
- III. **APPROVAL OF MINUTES**

Recommend that the Board of Education make the necessary corrections and move for the approval of the Minutes from the Open Meeting on December 20, 2011 and the Work Session of January 10, 2012.

IV. **PRESENTATIONS**

Congratulations to  
Varsity Girls Basketball player  
**Andrea Desvignes**  
on  
the accomplishment of making her  
1,000<sup>th</sup> point as a Deer Park Falcon

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Ms. Grossman, JQA ESL Teacher  
will give a presentation on  
the ESL Program at JQA

V. **NEW BUSINESS**

1. **ACCEPTANCE OF MONETARY DONATION TO JFK**

*Recommend that the Board of Education approve the following resolution:*

RESOLVED, that the Board of Education accepts a check for \$866.70 from the "Box Tops for Education" program.

BE IT FURTHER RESOLVED, that this check will be deposited into the JFK Spirit Account.

2. **DISPOSAL OF MATH BOOKS AT THE H.S.**

*Recommend that the Board of Education approve the following resolution:*

RESOLVED, that the Board of Education authorize the disposal of math books and workbooks (list attached in file) which are obsolete and/or damaged.

3. **ACCEPTANCE OF SED CEP PLAN**

*Recommend that the Board of Education approve the following resolution:*

RESOLVED, that the Board of Education accepts the SED Comprehensive Education Plan (CEP) and it is

FURTHER RESOLVED, that the President of the Board of Education is authorized to sign such Plan.

4. **FIRST READING – POLICIES #6700, #6700-R, 6700-E.1, 6741 & #6720-R**

*Recommend that the Board of Education approve the following resolution:*

RESOLVED, that the Board of Education approve the revisions to the below noted policies:

- #6700 – Purchasing
- #6700-R – Purchasing Regulation
- #6700-E.1 – Purchasing Exhibit
- #6741 – Contracting for Professional Services
- #6720-R – Competitive Bidding Procedures Regulation

VI. **APPROVAL OF SCHEDULES**

*Recommend that the Board of Education approve the following schedules collectively:*

**NON-INSTRUCTIONAL**

**SCHEDULE -- CS --CHANGE OF SALARY/ STATUS (Non-Instructional)**

**Jeanne Cognato**

Transportation

Position: 1.0 Non-Instructional Aide

Salary/Step: \$12.72/hr Step 2

Effective Date(s): 9/1/2011

Change from .5 to 1.0

**SCHEDULE -- NN --APPOINTMENTS (Non-Instructional)**

**Jaclyn Papeo**

John F Kennedy Intermediate School

Position: Non-Instructional Cafeteria Aide (2 1/2 hr)

Salary/Step: \$12.34 per hour

Effective Date(s): 1/3/2012

**SCHEDULE -- NNPS --PER DIEM SUBSTITUTES (Non-Instructional)**

**Steven Gassert**

Transportation  
Position: Substitute Bus Driver  
Salary/Step: \$20.82/hr  
Effective Date(s): 1/11/2012

**Anthony Macaluso**

Transportation  
Position: Substitute Bus Driver  
Salary/Step: \$20.82/hr  
Effective Date(s): 1/11/2012

**Juan Reyes**

Transportation  
Position: Substitute Bus Driver  
Salary/Step: \$20.82/hr  
Effective Date(s): 1/11/2012

**Martin Schwartz**

Transportation  
Position: Substitute Bus Driver  
Salary/Step: \$20.82/per hour  
Effective Date(s): 1/11/2012

**SCHEDULE -- OO --RESIGNATIONS / RETIREMENTS / REMOVALS /  
TERMINATIONS (Non-Instructional)**

**Hervin Fearon**

Transportation  
Position: Bus Driver  
Salary/Step:  
Effective Date(s): 12/16/2011  
(Changed to) RESIGNATION. No outstanding obligation to the district.

**Ellen Hick**

Transportation  
Position: Substitute Bus Driver  
Salary/Step:  
Effective Date(s): 12/3/2011  
Resignation. No outstanding obligation to the district.

**SCHEDULE -- QQ --LEAVES OF ABSENCE (Non-Instructional)**

**Joyce Alvino**

Transportation

Position: Bus Driver

Salary/Step:

Effective Date(s): 11/30/2011 - 12/13/2011

Unpaid Leave of Absence (FMLA)

**Nat DiFanzo**

Transportation

Position: Bus Driver

Salary/Step:

Effective Date(s): 12/17/2011 - 1/2/2012

Extension of unpaid medical Leave of Absence (FMLA)

**Joseph Merlino**

Transportation

Position: Bus Driver

Salary/Step:

Effective Date(s): 1/5/2012 - 3/1/2012

1/5/12-1/7/12 Paid medical Leave of Absence 1/8/12-3/1/12 Unpaid leave (FMLA)

**Vincent Mongelli**

Transportation

Position: Bus Driver

Salary/Step:

Effective Date(s): 10/24/2011 - 1/13/2012

Unpaid medical Leave of Absence(FMLA)

**SCHEDULE -- TPA --TEMPORARY ASSIGNMENT (Non-Instructional)**

**Susan Grabhorn**

Transportation

Position: Health Aide

Salary/Step: \$3.25/hr stipend

Effective Date(s): 9/6/2011 - 6/30/2012

2 hours/day

## **INSTRUCTIONAL**

### **SCHEDULE -- LR --LONG TERM SUBSTITUTE / LEAVE REPLACEMENT (LR) APPOINTMENTS (Instructional)**

#### **Kimberly Kokolakis**

John F Kennedy Intermediate School  
Position: Long Term Substitute (LR) Elementary  
Salary/Step: \$64,915 MA/Step 5  
Effective Date(s): 1/3/2012 - 1/27/2012  
Salary prorated at \$5,842

#### **Jodi Simet**

John F Kennedy Intermediate School  
Position: Long Term Substitute (LR) Elementary  
Salary/Step: \$62,432 MA/Step 4  
Effective Date(s): 1/28/2012 - 6/30/2012  
Salary prorated at \$31,840

### **SCHEDULE -- NPS --PER DIEM SUBSTITUTES (Instructional)**

#### **Sandra Stueber**

District Wide  
Position: Per Diem Substitute Teacher  
Salary/Step: \$100/per day  
Effective Date(s): 1/11/2012  
Certification secondary business.

### **SCHEDULE -- NS --REGULAR SUBSTITUTES (Instructional)**

#### **Christina Pellechia**

John F Kennedy Intermediate School  
Position: Permanent Substitute  
Salary/Step: \$115/day  
Effective Date(s): 1/30/2012 - 5/31/2012

### **SCHEDULE -- O --RESIGNATIONS / RETIREMENTS / REMOVALS / TERMINATIONS (Instructional)**

#### **Kathleen Walsh**

Robert Frost Middle School  
Position: Permanent Substitute  
Salary/Step:  
Effective Date(s): 1/2/2012  
Resignation to accept position as a Teaching Assistant in the district.

**SCHEDULE -- Q --LEAVES OF ABSENCE (Instructional)**

**Laura Gioia**

Robert Frost Middle School

Position: Health Teacher

Salary/Step:

Effective Date(s): 11/29/2011 - 12/14/2011

CHANGE of paid medical Leave of Absence (FMLA) - Returned early

**Michelle Kwon**

Robert Frost Middle School

Position: English Teacher

Salary/Step:

Effective Date(s): 3/19/2012 - 6/30/2012

3/19/12 - 5/2/12 Maternity Sick Leave (paid FMLA) 5/3/12-6/15/12

Remainder of FMLA (unpaid)

6/16/12 - 6/30/12 Child Rearing Leave (unpaid)

**Christine MacQuarrie**

John F Kennedy Intermediate School

Position: Elementary Teacher

Salary/Step:

Effective Date(s): 1/3/2012 - 1/27/2012

Extension of unpaid child rearing Leave of Absence

**Wendy Massaro**

John F Kennedy Intermediate School

Position: Elementary Teacher

Salary/Step:

Effective Date(s): 1/28/2012 - 6/30/2012

Extension of unpaid child rearing Leave of Absence

**Nadine Paduano**

John Quincy Adams School

Position: Teaching Assistant

Salary/Step:

Effective Date(s): 1/23/2012 - 3/30/2012

Change of dates for academic leave of absence 1/23/12-1/31/12 paid

2/1/12-3/30/12 unpaid

**Shvonne Romanitch**

John Quincy Adams School

Position: Elementary Teacher

Salary/Step:

Effective Date(s): 2/13/2012 - 3/30/2012

Maternity Sick paid Leave of Absence (FMLA)

**Viviane Tzoumas**

Robert Frost Middle School  
Position: ELA Teacher  
Salary/Step:  
Effective Date(s): 4/3/2012 - 5/28/2012  
Maternity Sick paid Leave of Absence (FMLA)

**SCHEDULE -- TA --PROBATIONARY TEACHING ASSISTANT (Instructional)**

**Kristin Thompson**

Robert Frost Middle School  
Position: Long Term Sub(LR) Teaching Assistant  
Salary/Step: \$25,133  
Effective Date(s): 1/3/2012 - 5/31/2012  
Salary prorated at \$12,566

**Joseph Verdicchio**

Robert Frost Middle School  
Position: Probationary Teaching Assistant  
Salary/Step: \$25,133  
Effective Date(s): 1/28/2012 - 9/5/2014  
Temporary TA to probationary. Salary prorated at \$12,817.83

**Kathleen Walsh**

John F Kennedy Intermediate School  
Position: Probationary Teaching Assistant  
Salary/Step: \$25,133  
Effective Date(s): 1/3/2012 - 1/2/2015  
Salary prorated at \$15,080. Position split between RF/JFK

**SCHEDULE -- TR --TRANSFERS (Instructional)**

**Carol Curley**

John F Kennedy Intermediate School  
Position: Teaching Assistant  
Salary/Step:  
Effective Date(s): 1/28/2012  
Transfer from Robert Frost to JFK

**Susan Ortega**

Abraham Lincoln School  
Position: Teaching Assistant  
Salary/Step:  
Effective Date(s): 1/11/2012  
Transfer from JFK to Lincoln/HS



**SCHEDULE -- TTPA --TEMPORARY ASSIGNMENT (Instructional)**

**Robert D'Agostino**

Deer Park High School  
Position: Driver Education Instructor  
Salary/Step: \$47.50/hr  
Effective Date(s): 9/1/2011 - 6/30/2012

**Noemi Herles**

Robert Frost Middle School  
Position: Health Aide  
Salary/Step: \$3.25/ hr stipend  
Effective Date(s): 1/3/2012 - 6/30/2012

**SCHEDULE 11/BP- 723- SCHEDULE OF BILLS PAYABLE**

|                 |                      |            |                |
|-----------------|----------------------|------------|----------------|
| **FEDERAL FUND  | #1                   | 7/31/2011  | \$101,703.67   |
| *WORKERS' COMP. | Daily Check Register | 12/19/2011 | \$10,185.46    |
| *WORKERS' COMP. | Daily Check Register | 12/22/2011 | \$17,424.91    |
| *WORKERS' COMP. | Daily Check Register | 1/3/2012   | \$10,325.46    |
| *WORKERS' COMP. | Daily Check Register | 1/3/2012   | \$22,042.23    |
| *TRUST & AGENCY | #6                   | 1/4/2012   | \$2,874,526.92 |
| *FEDERAL FUND   | #17                  | 1/4/2012   | \$0.00         |
| *GENERAL FUND   | #24                  | 1/4/2012   | \$3,213.43     |
| *WORKERS' COMP. | Daily Check Register | 1/5/2012   | \$4,704.75     |
| *CAPITAL FUND   | #6                   | 1/10/2012  | \$39,710.00    |
| *SCHOOL LUNCH   | #9                   | 1/10/2012  | \$44,993.96    |
| *FEDERAL FUND   | #18                  | 1/10/2012  | \$63,443.29    |
| *GENERAL FUND   | #26                  | 1/10/2012  | \$1,739,666.69 |
| WORKERS' COMP.  | Daily Check Register | 1/17/2012  | \$10,185.46    |
| WORKERS' COMP.  | Daily Check Register | 1/18/2012  | \$4,352.60     |
| RESERVE FUND    | #3                   | 1/24/2012  | \$43,082.64    |
| CAPITAL FUND    | #7                   | 1/24/2012  | \$8,765.00     |
| SCHOOL LUNCH    | #10                  | 1/24/2012  | \$126,654.02   |
| FEDERAL FUND    | #19                  | 1/24/2012  | \$10,411.73    |
| GENERAL FUND    | #27                  | 1/24/2012  | \$2,261,792.71 |

**SCHEDULE R12-D-001- REBUILT TRANSMISSION FOR 1992 GMC VEHICLE**

Bids for Bid # BDP11-010 Rebuilt Transmission for 1992 GMC Vehicle were received and opened at 11:00 am on December 15, 2011.

Bids were advertised in Newsday. Forms and specifications were processed in accordance with Section 103 of the General Municipal Law and bids were solicited from vendors on the standard bid list of the District as well as on the Long Island Bid System at www.LongIslandBidSystem.com.

Bids were received from the following vendors:

|                                                                     |           |
|---------------------------------------------------------------------|-----------|
| Donna Sue Transmission Service Corp. D/B/A/ Lee Myles Transmissions | \$2045.00 |
| Jasper Engine and Transmissions                                     | \$1980.00 |
| Transaxle LLC                                                       | \$1695.00 |

Present at bid opening: Lauren von Ende, Purchasing Agent; Concetta Bertelle, Recorder; and Patricia Shea, Transportation Supervisor. There were no vendors in attendance.

It is recommended that the bid be rescinded from the following vendor as the lowest responsible bidder meeting specifications:  
Transaxle LLC

The reason for the bid rescind is that we were given a price from Gabriel Tire of \$1295.00, with whom we currently have a Maintenance and Repair Contract. This information was only recently provided by Michael Trapani of Gabriel Tire.

**SCHEDULE R12-D-002 – FOOD SERVICE MANAGEMENT CONSULTANTS**

RFP's for RFP # RDP2011-002 Food Service Management Consultant were received and opened at 11:00 AM on January 5, 2012.

RFP's were advertised in Newsday. Forms and specifications were processed in accordance with Section 103 of the General Municipal Law and bids were solicited from vendors on the standard RFP list of the District as well as on the Long Island Bid System at www.LongIslandBidSystem.com.

Proposals were received from the following vendors:

|                          |           |
|--------------------------|-----------|
| H.M.B. Consulting        | \$9000.00 |
| The Rochelle Group, Ltd. | \$4950.00 |

All above noted proposals were received by the due date and time of January 5, 2012 at 11:00 AM.

It is recommended that the RFP be awarded to the following vendor meeting specifications:

H.M.B. Consulting

We recommend H.M.B. Consulting for their expertise and previous positive relationship with the School District. In addition, their proposal includes all costs and expenses. Moreover, the cost of the fee will be covered in the guaranteed return to the School District from the vendor selected as the Food Service Contractor.

**SCHEDULE 11-E-347 - TRANSFER OF BUDGETARY FUNDS**

#T6, T7 & T8

**SCHEDULE 11-F-193 & 194 - CONTRACT REPORT**

**SCHEDULE 1-H-12 - HOME TEACHING (regular & special)**

(Confidential)

**SCHEDULE 1-S-12 - SPECIAL TRANSPORTATION**

(confidential)

**SCHEDULE 12-SE-1 - COMMITTEE RECOMMENDATIONS**

(confidential)

**VII. RECEIPT OF SCHEDULES**

*Recommend that the Board of Education approve the following receipt of schedules collectively:*

**SCHEDULE 11-A- 393 - TREASURER'S REPORT**

|                         |                     |          |
|-------------------------|---------------------|----------|
| Statement of Revenues - | General Fund -      | December |
|                         | Federal Fund -      | December |
|                         | School Lunch Fund - | December |

|                    |          |
|--------------------|----------|
| Treasurer's Report |          |
| -                  | December |

|             |          |
|-------------|----------|
| Cash Flow - | December |
|-------------|----------|

|                            |                                    |
|----------------------------|------------------------------------|
| Listing of Check Numbers - | January 5, 2012 - January 19, 2012 |
|----------------------------|------------------------------------|

## **SCHEDULE 11-B-723 - APPROPRIATION BUDGET STATUS REPORT**

|                                    |                                                                                                                                                                      |                      |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Appropriation Budget Status Report | General Fund -<br>Capital Fund (Regular/Bond) -                                                                                                                      | December<br>December |
|                                    | Federal Fund -<br>School Lunch Fund -                                                                                                                                | December<br>December |
| Extra-Classroom Activities Funds   | High School -<br>Robert Frost -                                                                                                                                      | December<br>December |
| Trial Balance<br>(December)        | General Fund<br>School Lunch<br>Workers' Comp. &<br>Unemployment<br>Federal Fund<br>Capital Projects<br>Trust & Agency<br>Private Purpose Trust<br>Flexible Benefits |                      |

### **VIII. PUBLIC BE HEARD**

### **IX. QUESTIONS/COMMENTS/CONCERNS, Board of Education**

### **X. ADJOURN**

