

DEER PARK UFSD
ANNUAL REORGANIZATION MEETING/WORK SESSION
TUESDAY, JULY 10, 2018
6:30 P.M. *
ADMINISTRATION BUILDING



Please note that it is anticipated that the Board will adjourn for an Executive Session at 6:30 p.m., at the conclusion of which, **the Board will reconvene in public session at approximately 7:00 p.m. to begin conducting business.*

Pledge of Allegiance

I. Roll Call - Members, Board of Education

II. Appointment of Temporary Chairperson – Ms. Lisa Brennan

III. Appointment of School District Law Firm - Frazer & Feldman, LLP

IV. Administration of Oath of Office

(A) Board Members Elect - Mrs. Donna Marie Elliott
Mr. Robert Marino

(B) Superintendent of Schools - Ms. Eva Demyen

V. Election of Board Officers and Administration of Oath

(A) President of the Board of Education

(B) Vice President of the Board of Education

VI. Appointment of District Officers

(A) District Clerk - Ms. Lisa Brennan
(B) District Internal Claims Auditor- Emkay Consulting, LLC
(C) District Treasurer - Ms. Renee Pappone
(D) Deputy Treasurer - Ms. Janet Metzler
(E) Internal Auditor- R.S. Abrams & Co. LLP

VII. Other Appointments:

- | | |
|---|---------------------------|
| (A) School District Physician - | Dr. Anthony Donatelli |
| (B) School District Auditor - | Nawrocki Smith LLP |
| (C) School District Architect - | JAG Architects |
| (D) School District Financial Advisor - | Munistat Service, Inc. |
| (E) School District Bond Counsel - | Hawkins, Delafield & Wood |
| (F) Compliance Officer - | Mr. James Cummings |
| (G) Superintendent Hearing Officer - | Mr. James Cummings |
| (H) Records Access Officer - | Ms. Lisa Brennan |
| (I) Records Access Appeals Officer - | Ms. Eva Demyen |
| (J) School Representative/Title I funds - | Dr. Danielle Sheridan |
| (K) Section 504 Appeals Officer - | Mr. James Cummings |
| (L) Title IX Coordinator - | Mr. James Cummings |
| (M) Chief Emergency Officer - | Ms. Eva Demyen |

VIII. Designations:

- (A) Official Bank Depositories (attached in file)
- (B) Regular Monthly Meetings - 4th Tuesday of each month (unless noted)
- (C) Official Newspapers - Newsday, Beacon, L.I. Business News

IX. Authorizations:

- (A) Payroll Certification - Ms. Eva Demyen
- (B) Appointments for Impartial Hearing officers - Ms. Eva Demyen
- (C) Submission of Section 211 Waivers - Ms. Eva Demyen
- (D) Purchasing Agent - Ms. Lauren Von Ende
- (E) Deputy Purchasing Agent - Ms. Marguerite Jimenez
- (F) Establishing Petty Cash Funds - \$100.00
- (G) Designation's of authorized signature on checks: President of BOE, Ms. Renee Pappone, Ms. Janet Metzler or Ms. Lynda Emig
- (H) Cell Phone List (attached in file)
- (I) Approvals for conferences/workshops/conventions - Ms. Eva Demyen with related expenses

X. Bonding of Personnel:

- (A) Bonding of Ms. Renee Pappone: \$5,000,000.00 per loss
- (B) Blanket for other school district personnel: \$5,000.00

XI. Establish mileage reimbursement rate:

Currently, .545/mile; Rate is determined by BOE

XII. Board of Education Committee Chairperson(s):

- (A) Technology – Mr. John Gouskos
- (B) Facilities & Grounds – Mr. Robert Marino & Mr. Al Centamore
- (C) Special Education – Mr. Keith Rooney & Mrs. Donna Marie Elliott
- (D) Wellness – Mrs. Donna Marie Elliott

XIII. Appointment of Audit Committee:

Mr. John Gouskos, Ms. Donna Gulli Grunseich, Ms. Kristine Rosales

XIV. Appointment of Districtwide School Safety Plan Committee:

- Ms. Marguerite Jimenez – District Office
- Mr. John Heeg – Robert Frost
- Mr. Steve Hampson – Safety Officer
- Mr. Robert Woolsey – Director of Facilities
- Ms. Kathy Ugalde – Robert Frost
- Ms. Donna Marie Elliott – Board of Education
- Mr. Dave Deprima – High School

XV. Dignity Act Coordinators (DACs):

- James Cummings – District Dignity Act Coordinator
- Craig Evans & Sandra Polichron – – High School
- Philip Paniccia & Kescha Correa – Robert Frost
- Shaun Mcleod & Carol Miller-Douglas – John F. Kennedy
- Chris Molinelli & Francine Fair – John Quincy Adams
- Alicia Konecny & Andrea Nelson Williams – May Moore

XVI. Disclosure of Board Of Education Employers:

- Mr. Al Centamore - Jomark Construction & Timberpoint Homes
- Mrs. Donna Marie Elliott – Safety & Environmental Solutions, Inc.
- Mr. John Gouskos – JP Morgan/Chase
- Ms. Donna Gulli Grunseich - Retired
- Mr. Robert Marino – Verizon
- Mr. Keith Rooney – National Grid
- Mrs. Kristine Rosales - Queens College – City University of NY

XVII. Authorization for Petty Cash

John Quincy Adams School	Mr. Christopher Molinelli	\$ 100.00
May Moore School	Ms. Alicia Konecny	\$ 100.00
John F. Kennedy School	Ms. Susan Bonner	\$ 100.00
Robert Frost School	Dr. Eliana Levey	\$ 100.00
High School	Mr. Charles Cobb	\$ 100.00
Superintendent's Office	Ms. Eva Demyen	\$ 100.00
Asst. Supt. Business	Ms. Marguerite Jimenez	\$ 100.00
Asst. Supt. PPS	Mr. James Cummings	\$ 100.00
District Admin. for H.R.	Ms. Mary Reynolds	\$ 100.00
District Clerk	Ms. Lisa Brennan	\$ 100.00
Transportation	Ms. Pat Shea	\$ 100.00
Buildings and Grounds	Mr. Robert Woolsey	\$ 100.00
Social Skills Program	Mr. James Cummings	\$ 300.00 (as needed)

XVIII. NEW BUSINESS:

1. COMMITTEE ON SPECIAL EDUCATION, SUBCOMMITTEE ON SPECIAL EDUCATION AND COMMITTEE ON PRESCHOOL SPECIAL EDUCATION MEMBER RECOMMENDATIONS

Recommend that the Board of Education approve the following resolution:

Committee on Special Education
2018/2019

WHEREAS, the Deer Park Board of Education realizes its responsibility to provide instruction for children with disabilities in accordance with School District Policy #5230 and the Regulations of the Commissioner, Part 200 and

WHEREAS, the Committee on Special Education has the responsibility of making its recommendations available to the Board of Education regarding the identification and program placement to its children with disabilities residents age 5-21.

Now, Therefore, Be It

RESOLVED, that the members of the Committee on Special Education for the 2018/2019 school year include the following personnel and residents.

Chairperson:

Chairpersons and School Psychologist: Mr. James Cummings
Member (Rotational) Mr. David Renahan
Mr. David DePrima
Ms. Theresa Ceruti
Dr. Michelle Cangelosi
Dr. Iris Marchon

Dr. Kara Micucci
Ms. Susan Pawluk
Mr. Scott Agnew
Ms. Amanda Luciano
Ms. Mary Reynolds

School District Physician:

Dr. Anthony Donatelli

Building Administrators:

Mr. Charlie Cobb
Mr. Craig Evans
Ms. Kristen Anisis
Mr. Sean O'Brien
Ms. Eliana Levey
Mr. Phillip Paniccia
Mr. Gary Ramonetti
Ms. Susan Bonner
Ms. Kelly Benson
Mr. Shaun McLeod
Mr. Christopher Molinelli
Ms. Alicia Konecny
Ms. Heather Levine

School Social Workers:

Ms. Sandra Polichron
Ms. Kescha Correa
Ms. Carol-Miller Douglas
Ms. Francine Fair
Ms. Chenoa Mattila
Ms. Andrea Nelson Williams
Mr. James Petti

Committee on Special Education
2018/2019

Parent Members and Surrogates

Upon Request

The Committee will also include the following representatives of the student and of the School District

- A Special Education Teacher
- A Regular Education Teacher
- The parent(s) or legal guardian(s)
- Any related services providers
- The student (when appropriate)

Subcommittee on Special Education
2018/2019

WHEREAS, the Deer Park Board of Education realizes its responsibility to provide instruction for the children with disabilities in accordance with School District Policy #5230 and the regulations of the Commissioner, Part 200, and

WHEREAS, the Committee on Special Education has the responsibility of making its recommendations available to the Board of Education regarding the identification and program placement of its children with disabilities residents age 5-21.

Now, Therefore, Be It

RESOLVED, that the members of the Committee on Special Education Subcommittee shall include:
Subcommittee Chairpersons/School Psychologists:

Mr. David Renahan
Ms. Theresa Ceruti
Dr. Michelle Cangelosi
Dr. Iris Marchon
Dr. Kara Micucci
Ms. Susan Pawluk
Mr. David DePrima
Ms. Amanda Luciano
Ms. Mary Reynolds
Mr. Scott Agnew

School District Physician:

Dr. Anthony Donatelli

Building Administrators:

Mr. Charlie Cobb
Mr. Craig Evans
Ms. Kristen Anisis
Mr. Sean O'Brien
Ms. Eliana Levey
Mr. Phillip Paniccia
Mr. Gary Ramonetti
Ms. Susan Bonner
Ms. Kelly Benson
Mr. Shaun McLeod
Mr. Christopher Molinelli
Ms. Heather Levine
Ms. Alicia Konecny

Social Workers:

Ms. Sandra Polichron
Ms. Kescha Correa
Ms. Carol Miller-Douglas
Ms. Francine Fair
Ms. Chenoa Mattila
Ms. Andrea Nelson Williams
Mr. James Petti

Subcommittee on Special Education
2018/2019
Parent Members

Upon request

The Committee will also include the following representatives of the student and of the School District

- A Special Education Teacher
- A Regular Education Teacher
- The parent(s) or legal guardian(s)
- Any related services providers
- The student (when appropriate)

Committee on Preschool Special Education
2018/2019

WHEREAS, the Deer Park Board of Education realized its responsibility to provide a Committee on Preschool Special Education for its preschool children with disabilities in accordance with Chapter 243 and the amended Regulations of the Commissioner, Part 200, and

WHEREAS, the Committee on Preschool Special Education has the responsibility of making its recommendations available to the Board of Education regarding the identification and program placement of preschool children with disabilities residents Age 3 and 4.

Now, Therefore, Be it

RESOLVED, that the members of the Committee on Preschool Special Education for the 2018/2019 school year include the following personnel and residents:

District Administration
Chairperson: School Psychologist

Mr. David Renahan
Mr. David DePrima
Ms. Sue Pawluk
Ms. Theresa Ceruti
Ms. Amanda Luciano
Mr. Scott Agnew

Parent Members and Surrogates

Upon Request

The CPSE Committee will also include the following:

- Regular Education Teacher or Related Services Provider (of the student)
- Representative from local education agency
- The Parent(s) or legal guardian(s) of the child
- If appropriate, a representative from the Department of Mental Health (not required for a quorum)
- Representative from Early Intervention (if appropriate)
- Individual who can interpret evaluation results (may be selected from individuals listed above)

2. **2018-2020 SPECIAL EDUCATION DISTRICT PLAN**

Recommend that the Board of Education approve the following resolution:

RESOLVED, that the Deer Park School District is committed to the development and implementation of an appropriate education plan for students with disabilities who reside in the Deer Park School District (Pre-K to grade 12) and,

RESOLVED, that the Deer Park Board of Education adopt this Special Education Plan for the 2018-2020 school years, and

BE IT FURTHER RESOLVED, that the President of the board of Education shall sign this plan.

3. **2018-2019 PROFESSIONAL DEVELOPMENT PLAN**

Recommend that the Board of Education approve the following resolution:

RESOLVED, that the Board of Education of the Deer Park Union Free School District approve the planning and implementing of the Deer Park Professional Development Program as an ongoing endeavor shared by the Deer Park Teachers' Association, its' constituents, administration, higher education representatives and parents, and

FURTHER RESOLVED, that the Superintendent of Schools shall sign the Statement of Assurances for this plan to become effective immediately.

4. **2018-2019 DISTRICT WIDE SCHOOL SAFETY PLANS & BUILDING LEVEL EMERGENCY RESPONSE PLANS**

Recommend that the Board of Education approve the following Resolution:

RESOLVED, that the Board of Education approve the planning and implementing of the districtwide safety plans and building level emergency response plans.

5. **CODE OF CONDUCT**

Recommend that the Board of Education approve the following Resolution:

RESOLVED, that the Board of Education approve the Code of Conduct as accepted and adopted by the Board of Education and placed in the Board of Education policy manual.

6. **SPECIAL EDUCATION PERSONNEL - POLICY #4321.14**

Recommend that the Board of Education approve the following resolution:

RESOLVED, that the Board of Education approve the Special Education Personnel policy and that it be included in the Board of Education policy manual.

7. **STUDENT ATTENDANCE POLICY - POLICY#5100**

Recommend that the Board of Education approve the following resolution:

RESOLVED, that the Board of Education approve the Student Attendance policy and that it be included in the Board of Education policy manual.

8. **DISCLOSURE OF WRONGFUL CONDUCT - POLICY #9645**

Recommend that the Board of Education approve the following resolution:

RESOLVED, that the Board of Education approve the Disclosure of Wrongful Conduct (whistleblower policy) policy and that it be included in the Board of Education policy manual.

9. **ADOPTION OF BYLAWS AND STATEMENTS OF POLICY**

Recommend that the Board of Education approve the following resolution:

RESOLVED, that the Bylaws and Statements of Policy of the Board of Education, of the Deer Park Union Free School District, Deer Park, NY, as presented, be and hereby adopted and approved, effective July 1, 2018 through June 30, 2019, subject to such amendment as may be ordered by the Board.

10. **2018-2019 HOMELESS LIASONS**

Recommend that the Board of Education approve the following resolution:

RESOLVED, that the following staff are approved as Homeless Liasons for the 2018-2019 school year:

Mr. James Cummings – Asst. Superintendent for PPS
Mr. Jim Petti – District Attendance Teacher
Ms. Andrea Nelson- Williams & Ms. Chenoa Ludwig – High School Social Workers
Ms. Kescha Correa – Robert Frost Social Worker
Ms. Carol Miller-Douglas – John F. Kennedy Social Worker
Ms. Francine Fair – John Quincy Adams Social Worker
Ms. Sandra Polichron – May Moore Social Worker

11. JOINT MUNICIPAL COOPERATIVE BIDDING PROGRAM FOR GENERAL SERVICES AND SUPPLIES (2018-2019)

Recommend that the Board of Education approve the following Resolution:

WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

WHEREAS, the Deer Park Union Free School District, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.

BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

BE IT FURTHER RESOLVED that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

BE IT FURTHER RESOLVED that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

12. **CORRECTIVE ACTION PLAN**

Recommend that the Board of Education approve the following resolution:

RESOLVED, that the Board of Education approve the Corrective Action Plan for the Risk Assessment update for the fiscal year ended June 30, 2017.

13. **DONATION TO THE S/E DEPARTMENT AT JFK SCHOOL**

Recommend that the Board of Education approve the following resolution:

RESOLVED, that the Board of Education approve the following donation of the following equipment from Realty Direct NY to be used in the S/E Department at JFK school.

- Two (2) fitter sitter
- Four (4) pedals

14. **MONETARY DONATION TO JOHN QUINCY ADAMS FROM STOP & SHOP**

Recommend that the Board of Education approve the following resolution:

RESOLVED, that the Board of Education approve a donation of \$2,025.15 from the A+ rewards program from Ahold.

15. **DISPOSAL OF I.T. EQUIPMENT**

Recommend that the Board of Education approve the following resolution:

RESOVLED, that the Board of Education approve the disposal of the following equipment as it is outdated and/or beyond repair.

- 86 computer, 6 laptops, 20 monitors, 86 keyboards, 86 mouse, 23 printers, 4 cash registers, 2 televisions, 21 projectors, 2 smart tables and 4 boxes of wires

16. **DISPOSAL OF ENL TEXTBOOKS**

Recommend that the Board of Education approve the following resolution:

RESOVLED, that the Board of Education approve the disposal of obsolete textbooks from the ENL department (list in file) as they are outdated, not useable and no longer support curriculum initiatives.

XVIII. APPROVAL OF SCHEDULE

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

SCHEDULE D – BID AWARD

Bids for Bid # BDP18-013 Athletic Uniforms, Equipment and Supplies Additional Items were received and opened at 11:00 AM on July 5, 2018.

Bids were advertised in Newsday. Forms and specifications were processed in accordance with Section 103 of the General Municipal Law and bids were solicited on the Empire State Purchasing Group website at www.EmpireStateBidSystem.com.

Bids were received from the following vendors:

BSN Sports, Passon’s Sports and US Games
Port Jefferson Sports
Riddell Sports Group Inc.
Scholastic Sports Sales, Ltd.

Present at bid opening: Lauren von Ende, Purchasing Agent and Linda Melendez, Recorder.
There were no vendors present.

It is recommended that the bid be awarded to the following vendors as the lowest responsible bidders meeting specifications (see attached pricing in file):

BSN Sports, Passon’s Sports and US Games
Port Jefferson Sports
Riddell Sports Group Inc.

XX. CONCERNS, COMMENTS, QUESTIONS, MEMBERS, BOARD OF EDUCATION

XXI. ADJOURN