

A REGULAR MEETING of the Board of Education of the West Babylon Union Free School District, of the Town of Babylon, Suffolk County, New York was held on MONDAY, November 7, 2011, in the Board Room of the Administration Building adjacent to the West Babylon Senior High School.

Those present: Trustees James F. Bocca, Wendy DeGaetano, Patrick Farrell, Cathy Gismervik, Kathleen Jennings, Diane Klein (left at 9:15), Peter Scarlatos and Diane Thiel.

Trustee Carmine Galletta was absent

Also present: Mr. Anthony Cacciola, Superintendent of Schools; Dr. Dominick Palma, Assistant Superintendent for Curriculum and Student Services; Mrs. Yiendhy Farrelly, Assistant Superintendent for Human Resources; Mrs. Jennifer Buscemi, Executive Director for Finance and Operations; Mrs. Amy E. Jones, District Clerk; Mr. William C. Morrell, Attorney; and residents.

The President opened the meeting at 7:02 pm and led those present in the Pledge to the Flag.

PRESENTATION: SCHOOL BOARD RECOGNITION

The Trustees were presented citations by Senator Johnson, Legislator Horsley, and Babylon Town Councilman Martinez. WBAA President James Lynch,; WBTA Elementary VP Lori Pascucci; Student Association Secretary Chris Roberto, and PTA Council President Kathrine Campbell offered their thanks to the trustees. Superintendent Anthony Cacciola thanked the trustees on behalf of himself and the administration. He presented the trustees with certificates from Western Suffolk BOCES. Musical performances were offered by students Sam Kross, Matthew DiGeloromo, Paul Chiappone, Daniella Randazzo, Elijah Horton, David Villacis, Zach Burns and Fernando Sanchez. Student artwork was displayed in the Board room. Refreshments provided by PTA Council and the individual PTAs were enjoyed by all. Flowers were provided by the WBTA and the Student Association presented a gift to the trustees.

Mr. Cacciola thanked Grades 9-12 Music and Art Chairperson Barbara Kelly and Grades K-8 Music and Art Chairperson Bill Doran for arranging the entertainment and the artwork for the evening.

Trustee Thiel seconded by Trustee Klein made a motion to executive session for personnel and legal matters at 7:53 p.m.

The motion was **CARRIED** by all present

The public portion reconvened at 8:17 p.m.

Trustee Scarlatos seconded by Trustee Gismervik made a motion to approve the minutes of the regular meeting of October 25, 2011.

The motion was **CARRIED** by all present

Statement of the Superintendent and/or Board of Education:

Mr. Cacciola noted that earlier in the evening Board of Education Recognition was celebrated. Mr. Cacciola introduced and welcomed incoming Executive Director for Finance Jennifer Buscemi. He noted that Ms. Buscemi was one of the auditors who performed the district's state audit last year. Mr. Cacciola said that Saturday evening's high school performance of "Wait Until Dark" was absolutely wonderful.

Review of School Lunch, Transportation and Risk Assessment – Lisa Hart and Alexandria Battaglia, RS Abrams & Co., LLC

Mr. Cacciola introduced the internal auditors. The auditors shared a PowerPoint Presentation of their report which is on file in the District Clerk's office. There was a discussion about the charge lunch policy in which only students in grades K-8 are listed as being able to charge lunch. Trustee DeGaetano said that she would like to expand the policy to include grades 9 through grade 12. Trustee Thiel recommended looking into ways of making the lunch department more sustainable. After further discussion the following motion was made:

Trustee Thiel seconded by Trustee DeGaetano made a motion to have the facilities committee review the sustainability of the school lunch program.

The motion was **CARRIED** by all present

Trustee Jennings said that the committee will meet on November 17 and provide a timeline by December 13. As the school lunch does not impact the general fund, Mr. Cacciola said that the information will not effect the budget cycle. He also requested that Ms. Buscemi look into districts' whose lunch departments are operating in the black and perhaps find out what practices they have in place.

In response to trustee Thiel's question, Mr. Cacciola said that he does not recall ever seeing a resolution regarding the transportation inventory which should be done prior to the school year beginning. However, in the future it will be on an agenda before the year starts. In addition, aging out of students and enrollment information, etc. needs to be reported to the transportation department.

In the Risk Assessment summary it was noted that most of the internal audit control processes in the district have been assessed at a low control risk.

The proposed audits for 2011 will be in the areas of benefits and eligibility, retiree health insurance and STAC filing.

<u>Statement of West Babylon Teachers Association:</u>	None
<u>Statement of West Babylon Administrators' Association:</u>	None
<u>Statement of CSEA Representative:</u>	None
<u>Statement of Student Association Representative:</u>	None
<u>Statement of PTA Council Representative:</u>	None
<u>Statement of Residents:</u>	None
<u>Superintendent's Report/Educational Presentation:</u>	

Transportation mileage limits – Henry Bianco, School Transportation Supervisor

Mr. Bianco offered a PowerPoint presentation comparing the savings of changing from the current transportation limits of .5 miles for elementary students and .8 miles for JHS and HS students to the state limits or to 1.5 miles which would still be able to receive state aid. If the district moved to the state limits there would be a savings of \$449,075 and if the district moved to 1.5 miles the savings would be \$210,583. The savings per household would be \$47.15 or \$22.11 respectively. After discussing the pros and cons of the changes and discussing the confusion surrounding the last survey, Trustee DeGaetano suggested doing a survey to clarify whether or not community wants to consider the changes and have a vote. After further discussion the following motion was offered:

Trustee Thiel seconded by Trustee DeGaetano made a motion to do a Connect Ed survey to parents in district to see if they want to have a referendum to change the transportation mileage to 1.5 miles.

Voting Yes: Trustees DeGaetano, Gismervik, Jennings, Klein Scarlatos and Thiel

Voting No: Trustees Bocca and Farrell

The motion was **CARRIED**.

In response to Mr. Cacciola's question, the trustees agreed that no further information was needed from Mr. Bianco at this time.

Analysis and Discussion of Field Trips- Anthony Cacciola, Superintendent

Mr. Cacciola shared the cost analysis of the 2010 field trips with the trustees. There were discussions about parents funding trips to allow each grade to have field trips and the possible inequity of doing so. Trustee Scarlatos said that he was not aware that all field trips with the exception of 5th, 8th and 12th grade would be cancelled. Trustee DeGaetano said that she had been concerned about trips like science Olympiads, or academics and tonight she is learning that these types of trips are falling under an umbrella of a competition or academics they are still permitted. Mr. Cacciola said that he has also approved trips that are scheduled for Friday, Saturday and Sunday. She requested revisiting the cancellation of the Boston trip, adding that it is a rite of passage for the students. In response to Trustee Scarlatos question about doing a fundraiser or asking parents for an additional \$20 for field trips, Mr. Cacciola said he would have no problem with that, but it would be taken in as revenue. After further discussion, Mr. Cacciola said it would have to be a separate committee raising the funds, not the PTA. Dr. Palma and Mrs. Farrelly noted that inequity would still be an issue. In addition, Mrs. Farrelly said that this would open the door to many more requests. Trustee Jennings said she would want this brought back to the management team so as not to disregard their decision. Mr. Cacciola said that he will bring the matter back to the management team for further discussion and recommendations.

Trustee Scarlatos seconded by Trustee Gismervik made a motion to change the wording in Policy 4531 Field Trips and Excursions from: The Superintendent of Schools or his designee will determine the frequency and content of class field trips. To: The Board of Education will determine the frequency and content of class field trips.

As no trustees other than Trustees Scarlatos and Gismervik voted in favor of the motion:

The motion was **DEFEATED**

Trustee Jennings seconded by Trustee Thiel made a motion to approve the **Consent Agenda and addenda #BE-2**

The motion was **CARRIED** by all present

BOARD OF EDUCATION

#BE-1

RESOLVED: that the West Babylon Board of Education approves the following agency to provide Health and Special Education Services to parentally-placed West Babylon School District resident students with disabilities for July 1, 2011 through August 31, 2011 and September 1, 2011 through June 30, 2012:

Developmental Disabilities Institute

#BE-2

RESOLVED: that the following Junior High School clubs are approved for the 2011-2012 school year:

JUNIOR HIGH SCHOOL CLUBS	ADVISOR	STUDENT PRESIDENT	STUDENT TREASURER/ SECRETARY
Cheerleading	Autumn Matthews	Juliette Morrison	Victoria Ballone
Community Service	Lorraine Zemba	Amber Bier	Emily Voigt
School Store	RoseLyn Cipparulo	Payton Galinson	Justine Buquicchio
Yearbook	Jennifer Tomeo	Alexandra Capobianco	Jessica Capobianco

#BE-3

RESOLVED: that the West Babylon Board of Education hereby approves the following individuals as piano accompanists for the music department rehearsals and concerts at an hourly rate of \$27.58:

Kayla Agtuca
David Ferro
Christopher Roselli

PERSONNEL

#PE-1

RESOLVED: that the following schedules, as attached, are approved:

11-P-9 Professional Personnel
11-C-9 Civil Service Personnel

SCHEDULE 11-P-9 Professional Personnel Schedule

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Meadows, Dana	Music Tchr.	HS		10/31/11 -	Family Medical Leave
DeLuca, Jill	Speech Tchr.	SB		11/17/11 — end of first semester	Leave of Absence [date change]

Salary Adjustment Corrections:

Doran, William To: Step A-9-17/
\$106,794. 9/1/11

Jonasson, Christopher To: Step A-3-3/
\$57,214. 9/1/11

SCHEDULE 11-P-9 Professional Personnel Schedule

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Before/After School Physical Education Program:					Carol M. White PEP Grant
Richert, Danielle	Program Head		\$5,000.	10/1/11 - 9/30/12	
Bullying Prevention Team:					WB Wellness Organization Grant
Birr, Heidi			\$75./hr.	7/20/11, 7/21/11	6 hrs.
Gibbs, Kathleen					6 hrs.
Mensch, Cassandra					6 hrs.
Powers, Julia					6 hrs.
Read Feryo, Michele					6 hrs.
A.C.T Proctors:					
Dombo, Stephen			\$21.97/hr.	10/22/11	5 hrs.
Iaquinto, Christine					5.5 hrs.
McArdle, Patrick					5.5 hrs.
Shaffer, Donna					5.5 hrs.
Satriano, Paul	Test Coordinator				6.5 hrs.
Thomas, Stephanie	Test Coordinator				6.5 hrs.
Clubs & Advisors:					
Cascio Plezia, Deborah	Drama Club	JH	\$1,674.	2011-2012	
Prendergast, Beverly	Drama Club Asst.		\$1,134.		
Coaches:					
Delesia, Benjamin	Varsity Asst.	Wrestling	\$5,737.	Winter, 2011- 2012	
Tonini, Nicholas	JV Head	Wrestling	\$5,737.		
Bachety, John	Varsity Head	Basketball	\$7,017. (prorate)	11/23/11-1/23/12	[repl. K. Dorsey]
Student Teachers/Observers:					
Gofs, Kristie	Mathematics/Science	JH		Fall, 2011	
Licari, Angelique	Special Ed./Elementary	JH			
Yeomans, Nicholas	Science	HS			
Per Diem Substitutes:					
Kern, James		DW	\$90./day	2011-2012	
Tonini, Nicholas					

SCHEDULE 11-C-9 Civil Service Personnel Schedule

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Hurley, Marc	Custodial Worker I	HS		10/24/11 -	Family Medical Leave [continuance]
Conlon, Joseph	Custodial Worker I	SB		11/3/11 -	Family Medical Leave
Sofia, Jennifer	Occupational Therapist Asst.	SA/DW		11/14/11 -	Family Medical Leave
Cody, Cathy	Food Service Worker 'B'	HS		11/8/11-6/30/12	Leave of Absence

SCHEDULE 11-C-9 Civil Service Personnel Schedule

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Cooper, Maryann	Paraprofessional (school monitor)	HS		1/1/12	Resignation to Retire
Per Diem Substitutes:		DW	\$12./hr.	2011-2012	Bus Drivers
Fox, Gregg					
Messina, Victoria					
Per Diem Substitute:		DW	\$9./hr.	2011-2012	Paraprofessional
Cooper, Maryann					

CURRICULUM

#CU-1

RESOLVED: that the West Babylon Board of Education declares 321 books, located in the Forest Avenue School library, obsolete. The information in certain books is no longer relevant or correct. Some materials are damaged and others have not been checked out of the library during the last five years.

STUDENT SERVICES

#SS-1

RESOLVED: that the recommendations of the Committee on Special Education are approved.

ADDENDUM PERSONNEL

#PE-2

RESOLVED: that the attached personnel schedule is approved:

11-P-9A(a) Professional Personnel

SCHEDULE 11-P-9A Professional Personnel Schedule

ADDENDUM (a)

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Coaches:				Winter, 2011- 2012	
Pinola, Jonathan	Varsity Head	Wrestling	\$7,017.		
Palazzo, Samantha	JHS Head	Volleyball(G)	\$4,077.		[resignation]
Martelo, Jr., Jose	JHS Head	Volleyball(G)	\$4,077.		[repl. S. Palazzo]
Club & Advisor:		JH		2011-2012	
Rosselli, Christopher	Music Director		\$1,276.		

POLICY

Trustee Thiel noted that changes had been made to some of the fiscal policies at Mrs. Buscemi's recommendation. They were noted in Bold or Italics in the policies. She added that it was the recommendation of the policy committee that they move forward with the adoption of the policies as changed.

Trustee Thiel seconded by Trustee Bocca made a motion to add the wording "and on the website" to Policy 8115 Pesticide and Pest Mgt.

The motion was **CARRIED** by all present

Trustee Jennings seconded by Trustee Thiel made a motion to adopt agenda items A through DD with the changes to the policies as revised.

The motion was **CARRIED** by all present

- A. Board Review - Fiscal Management Goals (Third Time Adoption) (File:6000)
- B. Board Review - Budget Planning (Third Time Adoption) (File:6110)
- C. Board Review - Budget Transfers (Third Time Adoption) (File:6150)
- D. Board Review - Investments (Third Time Adoption) (File:6240)
- E. Board Review - Investments Regulation (Third Time Adoption) (File:6240-R)
- F. Board Review - Gifts and Grants (Third Time Adoption) (File:6255)
- G. Board Review - Authorized Signatures (Third Time Adoption) (File:6410)
- H. Board Review - Fiscal Accounting and Reporting (Third Time Adoption) (File:6600)
- I. Board Review - Inventories (Third Time Adoption) (File:6640)
- J. Board Review - Claims Auditor (Third Time Adoption) (File:6650)
- K. Board Review - Independent/External Audits (Third Time Adoption) (File:6660)
- L. Board Review - Independent/External Audits Exhibit (Third Time Adoption) (File:6660-E)
- M. Board Review - Petty Cash/Petty Cash Accounts (Third Time Adoption) (File:6670)
- N. Board Review - Petty Cash/Petty Cash Accounts Regulation (Third Time Adoption) (File:6670-R)
- O. Board Review - Internal Audit Function (Third Time Adoption) (File:6680)
- P. Board Review - Medicaid Compliance (Third Time Adoption) (File:6685)
- Q. Board Review - Audit Committee (Third Time Adoption) (File:6690)
- R. Board Review - Audit Committee Exhibit (Third Time Adoption) (File:6690-E)
- S. Board Review - Purchasing (Third Time Adoption) (File:6700)
- T. Board Review - Purchasing Regulation (Third Time Adoption) (File:6700-R)
- U. Board Review - Purchasing Authority (Third Time Adoption) (File:6710)
- V. Board Review - Purchasing Procedures (Third Time Adoption) (File:6740)
- W. Board Review - Purchasing Procedures Regulation (Third Time Adoption) (File:6740-R)
- X. Board Review - Contracting for Professional Services (Third Time Adoption) (File:6741)
- Y. Board Review - Payroll Procedures (Third Time Adoption) (File:6800)
- Z. Board Review - Expense Reimbursement (Third Time Adoption) (File:6830)
- AA. Board Review - Expense Reimbursement Regulation (Third Time Adoption) (File:6830-R)
- BB. Board Review - Retiree Benefit Procedures (Third Time Adoption) (File:6850)
- CC. Board Review - Disposal of District Property (Third Time Adoption) (File:6900)
- DD. Board Review - Agenda Format (Third Time Adoption) (File:2350)

Trustee DeGaetano seconded by Trustee Jennings made a motion to change Policy 8505 Charging School Meals to reflect that students in grades K-12 may charge meals instead of K-8.

The motion was **CARRIED** by all present

Trustee Scarlatos seconded by Trustee Galletta made a motion to move agenda items EE through MM — with the changes.

The motion was **CARRIED** by all present

- EE. Board Review - Facilities Planning (Second Time Discussion) (File:7100)
- FF. Board Review - Support Services Goals (Second Time Discussion) (File:8000)
- GG. Board Review - School Building Safety (Second Time Discussion) (File:8110)
- HH. Board Review - Pesticides and Pest Management (Second Time Discussion) (File:8115)
- II. Board Review - Unsafe School Transfer (Second Time Discussion) (File:8140)
- JJ. Board Review - Buildings and Grounds Maintenance and Inspection (Second Time Discussion) (File:8220)
- KK. Board Review - Authorized Use of District Owned Materials and Equipment (Second Time Discussion) (File:8330)
- LL. Board Review - Idling Prohibition for Buses and Other School Vehicles (Second Time Discussion) (File:8414.6)
- MM. Board Review - Charging School Meals (Second Time Discussion) (File:8505)

Trustee Thiel read the minutes of the November 1, 2011 Policy Committee meeting. She also addressed policies 0300 Accountability and 0310 Board Self

Evaluation. The evaluation is of the Board as a whole, not an individual Board member. There was concern about the process causing animosity amongst Board members. After discussion and Mr. Morrell's statement that it is not necessary to pull the policies, yet Mr. Cacciola said he will share models that NYSSBA has for the evaluation process to enable the Board to make a determination of how they want to proceed.

Trustee Thiel seconded by Trustee DeGaetano made a motion to waive reading agenda items NN through VVV - under Policy and moved them to second time discussion.

The motion was **CARRIED** by all present

NN.	Board Review - Facilities Development Goals (First Time Reading) (File:7000)
OO.	Board Review - Construction Safety (First Time Reading) (File:7365)
PP.	Board Review - Construction Safety Exhibit (First Time Reading) (File:7365-E)
QQ.	Board Review - Accident Prevention and Safety Procedures (First Time Reading) (File:8120)
RR.	Board Review - School Safety Plans and Teams (First Time Reading) (File:8130)
SS.	Board Review - Use of Cell Phones (First Time Reading) (File:8332)
TT.	Board Review - Use of Credit Cards (First Time Reading) (File:8334)
UU.	Board Review - Computer Resources and Data Management (First Time Reading) (File:8630)
VV.	Board Review - Computer Resources and Data Management Regulation (First Time Reading) (File:8630-R)
WW.	Board Review - Information Security Breach (First Time Reading) (File:8635)
XX.	Board Review - Information Security Breach Regulation (First Time Reading) (File:8635-R)
YY.	Board Review - Personnel Goals (First Time Reading) (File:9000)
ZZ.	Board Review - Conflict of Interest (First Time Reading) (File:9120.1)
AAA.	Board Review - Meals and Refreshments (First Time Reading) (File:9170)
BBB.	Board Review - Probation and Tenure (First Time Reading) (File:9265)
CCC.	Board Review - Drug Free Workplace (First Time Reading) (File:9320)
DDD.	Board Review - Drug Free Workplace Regulation (First Time Reading) (File:9320-R)
EEE.	Board Review - Compensation and Benefits Regulation (First Time Reading) (File:9500-R)
FFF.	Board Review - Child Abuse in an Educational Setting (First Time Reading) (File:9620)
GGG.	Board Review - Child Abuse in an Educational Setting Exhibit/Definitions (First Time Reading) (File:9620-E.1)
HHH.	Board Review - Child Abuse in an Educational Setting Exhibit/Reporting Requirements (First Time Reading) (File:9620-E.2)
III.	Board Review - Disclosure of Wrongful Conduct (First Time Reading) (File:9645)
JJJ.	Board Review - Staff Development (First Time Reading) (File:9700)
KKK.	Board Review - Accountability (First Time Reading) (File:0300)
LLL.	Board Review - Board Self Evaluation (First Time Reading) (File:0310)
MMM.	Board Review - Board Operational Goals (First Time Reading) (File:2000)
NNN.	Board Review - School Board Legal Status (First Time Reading) (File:2100)
OOO.	Board Review - Board Member Qualifications (First Time Reading) (File:2121)
PPP.	Board Review - Broadcasting and Taping of Board Meetings (First Time Reading) (File:2382)
QQQ.	Board Review - Goals and Objectives for Administration (First Time Reading) (File:3000)
RRR.	Board Review - Student Health Services (First Time Reading) (File:5420)
SSS.	Board Review - Student Health Services Regulation (First Time Reading) (File:5420-R)
TTT.	Board Review - Allergy/Anaphylaxis (First Time Reading) (File:5420.1)
UUU.	Board Review - Allergy/Anaphylaxis Regulation (First Time Reading) (File:5420.1-R)
VVV.	Board Review - Allergy Policy Exhibit (First Time Reading) (File:5420.1-E)

The aforementioned policies are available in hard copy in the District Clerk's office or on the district website through the following link:

http://www.wbschools.org/UserFiles/Servers/Server_8570224/File/2011-2012%20Agendas/Policy%20for%20Nov%207%20with%20October%2025%20and%20Oct%2011.pdf

COMMITTEES:

Trustee Thiel said that the policy committee report was covered earlier under policy and will be on file in the District Clerk's office.

STRATEGIC PLAN UPDATE:

OLD/NEW BUSINESS:

Trustee Thiel seconded by Trustee Jennings made a motion to receive an update on the district's Parent Portal.

The motion was **CARRIED** by all present

Mr. Cacciola discussed the budget calendar which he said he would like the Board to adopt at the November 21st meeting. He suggested having a Special Board meeting on November 29 and a forum on December 6 to get feedback from the community. This would enable the trustees and administrators to have more budget information before the forum. Information to be addressed would include long range use of revenues and setting a target tax rate. He said that at the December 13th regular meeting the discussion of a target tax rate would continue, as well as discussing the tax levy. Mr. Cacciola shared the timeline with the trustees.

Mr. Farrell announced that on Sunday, November 13 the Hope for the Warrior Run will be held from 109 and Great East Neck Road and continue to Hoffman Avenue. Sections of the road will be closed for the run for approximately 20 minutes at a time.

STATEMENT OF RESIDENTS

Residents Dawn Conboy, Donna DiMuro, Cheryl Slatky and Lisa DiGeloromo spoke in support of field trips. Mentioned was the city trip that high school students with special needs take had previously taken annually. The importance of the social and emotional benefit of the trip was also noted. Suggestions for funding trips included adding the price of paying the substitutes to the cost of the trip.

Resident Janice Nolan spoke of her concern with a breach of security incident on a school bus recently. Lisa DiGeloromo expressed concern about a security issue at a recent game at the JHS Field. She said she appreciates the work of security. However, security was in the parking lot instead of near the stands when an incident occurred.

Trustee Scarlatos seconded by Trustee Bocca made a motion to Executive Session for matters of Negotiations and personnel at 10:50 pm.

The motion was **CARRIED** by all present

Trustee Bocca seconded by Trustee DeGaetano made a motion to adjourn at 11:35 p.m.

The motion was **CARRIED** by all present

Attested to: _____
District Clerk