

North Shore Schools
Board of Education
Regular Meeting
Minutes
February 25, 2016

The meeting was called to order by President Herman Berliner at 7:00 P.M. in the High School Library. Present were Trustee Commander, Gonzalez, Jones, Labbate, and Russo. Trustee Nightingale was absent. Also present Superintendent Dr. Edward Melnick, and Assistant Superintendents Olivia Buatsi and Robert Chlebicki.

At 7:00 pm on motion of Trustee Jones and seconded by Trustee Labbate and all in favor, the Board moved to convene an executive session in the family & consumer science room to discuss leading to the appointment, employment, discipline, suspension, dismissal or removal of a particular person or persons.

At 7:30 pm on motion of Trustee Gonzalez and seconded by Trustee Commander and all in favor, the Board moved to come out of executive session and resumed the regular meeting in the library. There were 15 people in the audience.

Pledge of Allegiance

President Berliner led the audience in the Pledge of Allegiance.

Approval of Minutes

On motion of Trustee Jones by Trustee Labbate and all in favor, the minutes of February 11, 2016 were approved.

Approval of Treasurer's Report

On motion of Trustee Jones and seconded by Trustee Labbate and all in favor, the treasurer's report of November 1, 2015 through November 31, 2015 was approved.

Report of the Superintendent

Dr. Melnick reported that students who visited Cuba, Spain and Italy during the February Break will share their experiences with the board at the March 10 meeting. He also reported that this evening students are participating in Glen Head School's "Invention Convention" – creating models of newly invented games for indoor recess. Dr. Melnick shared the news that each of the elementary schools were named as within the top 100 schools in New York State by Niche.Com. Niche also recognized our high school, which received a gold reward in almost all categories and Teacher.Org has rated North Shore as number 15 out of over 700 school districts in New York State in terms of the support we offer to our teachers. Finally he reported that the North Shore Middle School has been named a New York State and National Middle School to Watch; recognizing schools that demonstrate continuous improvement and excel in academic excellence, developmental responsiveness, social equity, and organizational structure. In addition, Principal Marc Ferris was named as the Administrator of the Year by the Council of Administrators and Supervisors.

Report of the SGO Representative

The SGO representative was not present at the meeting.

Regular Business
Superintendent Search Firm

President Berliner explained that the process for searching for a new superintendent will begin with selecting a search firm to assist with this effort. He reviewed the procedure the board will use for conducting the interviews of each firm being considered. Once each firm has made its presentation Trustees will each ask one question before there are any follow-up questions, the same question will be asked of each firm being considered to make the process more objective and to level the playing field.

There are five firms being considered. This evening, School Leadership, LLC, represented by Dr. Charles Fowler, President, Dr. Martin Brooks, Associate and Dr. Carol Choye, Associate, will make their presentation.

Dr. Fowler gave an overview of their firm and their credentials. He introduced the associates who will work directly with the board on the search. Dr. Carol Choye reviewed her background as a former superintendent and as a search consultant with school leadership. Dr. Martin Brooks reviewed his background as a former superintendent on Long Island and leader of Tri-States Consortium.

In answer to questions posed, Dr. Fowler explained that the associates assigned to North Shore will work only in the interest of their search and every candidate who shows interest in North Shore will be made known to the board. The specifications developed by the board in collaboration with all stakeholders in the district, will drive everything the firm does in the process, and only those who best fit those specifications will be brought forth. Dr. Fowler explained that if their search does not end up with an appointment, they would be willing to re-open a search, this is a scenario his firm has never faced. He added if you've gone through the entire process and it did not work out it doesn't seem prudent to go back through the same search. Dr. Fowler explained that it is important to access the stakeholders in the district; parents, students, community members. To develop specifications with as much information from those stakeholders as possible, through meetings and surveys, but once those specifications are developed, the process should be in the hands of the board as they will ultimately hire and be tasked with evaluating the superintendent. Dr. Fowler recommends that all candidates, whether internal or external, go through the same vetting process. The board will interview another two firms at their meeting of March 10.

Guidance Review Report

Dr. Melnick gave an overview of the guidance review which began in November 2014 with a District Committee consisting of Rob Chlebicki, Assistant Superintendent for Instruction, Mr. Cousins & Dr. Ferris, two Board of Education Trustees, two middle school, and two high school parents. The committee collected data from student and parent listening sessions, an alumni interview group, and an online student & parent survey. In December 2015, Dr. Martin Brooks was contracted to complete the review. Dr. Brooks reviewed all the data that had been collected and spent 2 days in district holding follow-up meetings and meeting with the guidance staff. In his report, Dr. Brooks found at the middle school level that the guidance program is responsive to the needs of students and synchronous with its vision statement; counselors focus on academic difficulties as well as social/emotional issues and know their students well. Recommendations include placing more emphasis on post-secondary school planning; re-examine how the 3 guidance counselors are deployed; additional social worker & secretarial assistance. On the high school level Dr. Brooks found the guidance program to be comprehensive and well-regarded with counselors devoting much of their time to the college application process; course selections; resolving scheduling issues; dealing with academic difficulties; and intervening with social/emotional problems. He found that counselors have a caseload of approximately 220 students and 99% of graduates attend college with over 50% of the last 2 graduating classes being accepted to highly selective colleges. Recommendations include finding ways in which counselors can connect with all students in their caseloads, particularly those who do not seek them out; the timing of written communication to provide information when it is specifically needed; consider

sending out reminders via social networking (Facebook, Twitter); consider a senior family college night early in the school year; counselors to meet their incoming students & parents individually; counselors to meet students individually or in small groups at least twice per year; consider adding a counselor and/or communicator at the high school; and improve aesthetics of the high school guidance office.

The board discussed the report. There was some difference of opinion in regard to what age students should start thinking about planning for post-secondary education. Concern over students who do not seek support from the guidance department was raised and thoughts of how to address this issue were discussed. It was noted that enrollment has risen significantly while the number of counselors has not. The idea of hiring another counselor or a communicator/public relations person to help reach out to colleges and do a better job of communicating and highlighting the strengths of our students was suggested. Dr. Brooks explained that the staff feels giving middle school kids the opportunity to focus on their strengths at an early age gives them time to think about what they want to do down the road, but this can cause stress in some kids when thinking about what college they want to get into at an early age. He feels it's important to listen to the staff and leadership on this issue. Dr. Brooks also noted that he is sure North Shore can put in a process whereby guidance counselors can see every student one on one at least once every year and the staff has good ideas of how to do this. Dr. Melnick will meet with Toni MacDonald and the guidance staff about the concerns and suggestions. He noted that Dr. Brooks is not just suggesting to increase personnel but to also look at the systems in place. Dr. Melnick will take the report and put it into a long term plan with a series of recommendations and deadlines for the board. Trustee Commander suggested coordinating the guidance & athletic review report. She also suggested when looking for the addition of a counselor that it be someone trained to work not only in the area of guidance but with the athletics and arts departments as well.

Comments from the Public

Larry Ruisi, Glen Head, spoke in regard to the issue of students who do not seek guidance support. He suggested a student profile and check list for tracking students to ensure they are getting the information they need from the guidance department. In regard to the superintendent search, Mr. Ruisi said he feels it is important to include a community focus group to stay and engage with the process to ensure the community is continually linked in..

Dave Ludmar, Glenwood Landing, said he was part of the guidance review committee and wondered if information was received from graduates to see if they felt they were well placed in the colleges they attended. Dr. Melnick responded, a study was done several years ago that indicated the completion rate among our students was very impressive. Trustee Russo added she is not sure data was received on this review; graduates that came in spoke about their experience but none had graduated college yet. Dr. Melnick added often students who do not have the right match come back to our guidance counselors who will help them find another school. Dr. Brooks agreed, there was an instance during the review that a graduate explained assistance by their former high school guidance counselor in finding an alternate to their original college choice.

Rob Mazzella, Glen Head, said he agrees that the Middle School is the perfect time to teach kids to think in aspirational ways; even if they don't succeed it will not adversely affect them, it is a very low risk time in a child's life. Mr. Mazzella noted that during the snowstorm, children walking to the middle school on the Sea Cliff side were walking in the street. He wondered if there was something that could be done about that as it seemed dangerous. Finally he asked why the amount budgeted for health insurance has been significantly higher than the amount actually expended over the last five years. Dr. Melnick explained that the numbers are given to us by NYSHIP. Ms. Buatsi explained we must budget for every employee who is eligible for health insurance whether or not they opt to take it as they can at any point during the year opt into the program. Also, when budgeting, they are projecting out 15 months ahead and therefore must plan for a potential increase.

Budget Review

The review of the budget was completed at the previous meeting. There were no further questions from the board in regard to the budget.

On motion of Trustee Commander and seconded by Trustee Labbate and all in favor, it was:
PERSONNEL

Increment for Advanced Study

Resolved: To approve an increment for advanced study for Linda Burgos, Elementary, from Step 8 of the MA salary schedule, to Step 8 of the MA+15 salary schedule, effective February 1, 2016

Resolved: To approve an increment for advanced study for Allison Loring, Elementary, from Step 17 of the MA+60 salary schedule, to Step 17 of the MA+75 salary schedule, effective February 1, 2016.

Resolved: To approve an increment for advanced study for Mia Ramirez, Elementary, from Step 21 of the MA+60 salary schedule, to Step 21 of the MA+75 salary schedule, effective February 1, 2016

Resolved: To approve an increment for advanced study for Donna Rice, Library Media Specialist, from Step 12 of the MA+30 salary schedule, to Step 12 of the MA+45 salary schedule, effective February 1, 2016

Approval of a Leave of Absence for Child Rearing Purposes - Certified

Resolved: To approve a leave of absence for child-rearing purposes for Lina Onufrock, Spanish (FLES), effective March 7, 2016 through June 30, 2016

Regular Substitute (Leave Replacement) Appointment - Certified

Resolved: To approve a regular substitute (leave replacement) appointment for Nancy Lin, Mathematics, on Step 6 of the MA+60 salary schedule, effective March 2, 2016 through March 31, 2016

Resolved: To approve a regular substitute (leave replacement) appointment for Emily Whelan, Social Studies, on Step 1 of the MA salary schedule, effective March 7, 2016 through May 9, 2016

Part-time Appointment – Certified

Resolved: To approve a part-time (.7) appointment for Dalia Rosen, Spanish (FLES), on Step 6 of the MA salary schedule, effective March 11, 2016 through June 30, 2016

Approval of Teacher Overage

Resolved: To approve the following overages:

Nancy Lin, Mathematics, (.2) effective January 11, 2016 through March 31, 2016

Samara Weitz, Science (.16), effective March 7, 2016 through June 15, 2016

Approval of SEVIS Site Director

Resolved: To approve Elizabeth Ciampi as the SEVIS Site Director effective July 1, 2015 through June 30, 2016 at an annual stipend of \$2,000

Termination – Non-Certified

Resolved: To approve the termination of Jo Ellen Cadman, Teacher Aide @North Shore High School, effective February 22, 2016

Part-time Appointments – Non-Certified

Resolved: To approve the appointment of Steven Curcio, part-time Security Aide, High School, effective March 1, 2016

Resolved: To approve the appointment of George Skaee, part-time Security Aide, High School, effective March 1, 2016

Resolved: To approve the appointment of Joseph Petrone, part-time Security Aide, High School, effective March 1, 2016

Approval of Additions to the Per Diem Substitute List

Resolved: To approve of the following names to the per diem substitute list:

Joan Neugeborn	Teacher Substitute
Anthony Imburgia	Teacher Substitute
Paul Salerno	Security Ade

Approval of Extra-Curricular Activity Advisor & Coaches

Resolved: To approve the following extra-curricular activity advisor and coaches:

High School

Tech Director Spring Musical	Robert Weissman	Step 1
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Coaches

Men's Baseball:

Varsity	Scott Lineman	Step II
Varsity Asst.	Robert Gates	Step I
Junior Varsity	Harrison Berglin	Step I
Middle School (8 th)	Kevin Carpenter	Step I
Middle School (7 th)	Philip Como	Step I
Middle School (7 th)	Andrew Siegel	Step I

Women's Softball:

Varsity	Toni Kolb Pappetti	Step I
Varsity Asst.	Tom Granieri	Step II
Junior Varsity	Tracy Iacovelli	Step I
Middle School (7/8)	Lauren Gotta	Step II
Middle School (7/8)	Keith Slack	Step II

Middle School Gymnastics:

7/8 Coach	Melissa Vassallo	Step II
7/8 Coach	Cassandra McNamara	Step II

Men's Lacrosse:

Varsity	Aaron Kozlowski	Step II
Var. Assistant	Christopher Vitucci	Step II
Junior Varsity	Anthony Facchini	Step I
Middle School (8 th grade)	Francis Tloczkowski	Step I
Middle School (7 th grade)	Michael Lennon	Step I

Women's Lacrosse

Varsity Head Coach	Megan McCormack	Step II
Varsity Assistant Coach	Jeffrey Butt	Step II
JV Coach	Stephanie De Bonis	Step II
Middle School (8 th)	Jean Hodermarsky	Step II
Middle School (7 th)	Michelle Patane	Step I
Middle School (7/8)	Kellie Huggins	Step II

Women's Spring Track

Varsity/ JV	Neal Levy	Step II
Varsity/JV Asst.	Clifton Schultz	Step II

Men's Spring Track

Varsity/JV	Ed Corona	Step II
Varsity/JV Asst.	Jason Millard	Step II
Middle School M/W	Keith Freund	Step I
	Donna Jean Welch	Step II

Golf

Women's Varsity	Michele Cochrane	Step II
Men's Varsity	Andrew Richter	Step II

Men's Tennis

Varsity	Brian Kline	Step II
Junior Varsity	Craig Roslund	Step II

On motion of Trustee Labbate and seconded by Trustee Jones and all in favor, it was:

Approval of Budget Transfers

Resolved: To approve budget transfers in the amount of \$30,000 to cover teacher assistants effective February 25, 2016

On motion of Trustee Russo and seconded by Trustee Labbate and all in favor, it was:

Approval to Dispose of Inventory

Resolved: To approve of the disposal of the following inventory items:

20 Netbooks @Glen Head School

On motion of Trustee Russo and seconded by Trustee Jones and all in favor, it was:

Approval of a Transportation Contract with First Student

Resolved: To approve an emergency 30 day transportation contract with First Student to transport one resident student as per NYSED law

On motion of Trustee Labbate and seconded by Trustee Jones and all in favor, it was:

Approval of Agreement with Learner-Centered Initiatives (LCI)

Resolved: To approve the agreement with Learner-Centered Initiatives (LCI) to provide 2 days of professional development in shared valued outcomes at a cost of \$6,300

On motion of Trustee Commander and seconded by Trustee Labbate and all in favor, it was:

Approval of Agreement with Sophia Demetri

Resolved: To approve an agreement with Sophia Demetri who will provide students with personal accounts of the genocide in Cambodia in the 1970s, on March 15, 2016 for a fee of \$75

On motion of Trustee Russo and seconded by Trustee Labbate and all in favor, it was: Approval of Health Services Contract

Resolved: That the Board of Education enter into a contract for Health Services with Syosset CSD for 9 students residing within the North Shore School District and attending non-public schools within the Syosset CSD for the 2015-2016 school year at a cost of \$886.62 per student as provided under the Education Law of the State of New York

Committee and Conference Reports

Trustee Russo reported on a meeting of the Construction Steering Committee. The Sea Cliff boilers project has been approved by SED and will hopefully be installed this summer; the Viking Foundation is looking to fund a 21st century classroom-Trustees Russo and Jones, along with Mr. Chlebicki and Ms. Buatsi visited a classroom in Bronxville which gave a look at some possibilities in this area; outdoor lighting has been installed; there will be a meeting on March 11 to discuss the landscape plan for the high school entry.

Trustee Commander reported on a meeting of the Wellness Committee. They are reviewing model policies and are almost ready to bring a finalized version to the board.

Comments from the Public

There were no comments from the public.

Old Business

Trustee Labbate reported that the legislative breakfast being hosted by the SuperLac group comprised of Garden City, Manhasset and North Shore, is scheduled for Friday, March 4@9:30 a.m. in the Garden City Library. Senators Kemp Hannon and Jack Martins and Assemblymembers Chuck Lavine, Ed Ra, and Michelle Schimmel have committed to attend. The group is hopeful that Senator Marcellino will be able to attend as well. Assemblymember Montesano is unable to attend. Trustee Labbate extended the invitation to any member of the board who is available and asked that they rsvp to either Ms. Beyer or herself.

Trustee Russo noted that Mr. Chlebicki has forwarded a report to the board on FLES as requested; she has not yet reviewed it. Trustee Russo also noted that although she received a response to her request for implementation of additional AP courses, she would like to continue the conversation to ensure there is a full understanding of the concerns of parents. Dr. Melnick will set up a time to meet with Trustee Russo, Mr. Chlebicki and Mr. Cousins and invited any other board members who are interested in the meeting.

New Business

There was no new business discussed.

Adjournment

At 9:20 p.m. on motion of Trustee Gonzalez and seconded by Trustee Jones and all in favor, the meeting was adjourned.

Elizabeth Ciampi
District Clerk