

APPROVED MINUTES of the Elmont Board of Education

REGULAR MEETING
DECEMBER 4, 2017

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ELMONT, NEW YORK

BOARD OF EDUCATION

REGULAR MEETING

Minutes of the Regular Meeting of the Board of Education of the Elmont Union Free School District, Town of Hempstead, Nassau County, New York, held at the Elmont Public Library Avenue School on Monday, December 4, 2017.

BOARD MEMBERS PRESENT: Michael A. Jaime, President
Tameka Battle-Burkett, Vice President
Patrick O. Emeagwali
Karen Taylor-Bass

ROLL CALL

BOARD MEMBER ABSENT: Michael Cantara
Kevin Denehy
Anthony S. Maffea, Sr.

ADMINISTRATIVE PERSONNEL PRESENT:

Mr. Albert Harper	Superintendent of Schools
Mr. Kenneth Rosner	Director of Curriculum & Instruction
Mrs. Stephanie Muller	Director of Pupil Personnel and Special Education
Mr. David Polizzi	Director of School Facilities & Operations
Mr. Fernando DeBartolo	Director of Technology
Colum P. Nugent	School Attorney
Diana Delahanty	District Clerk

CONSULTANT PRESENT: Mr. Thomas W. Galante

EXECUTIVE SESSION

On a motion by Ms. Battle-Burkett, seconded by Mr. Emeagwali, the Board convened in Executive Session at 6:30 PM.

Yes – 4 No- 0 Abstain- 0
Motion Carried Unanimously

EXECUTIVE
SESSION

PUBLIC SESSION- AUDIT COMMITTEE

The Audit Committee met at 7:03 PM and adjourned at 7:08 PM, on a motion by Mr. Emeagwali, seconded by Ms. Taylor-Bass.

Yes – 4 No- 0 Abstain- 0
Motion Carried Unanimously

PUBLIC
SESSION-
AUDIT
COMMITTEE
MEETING

EXECUTIVE SESSION

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EXECUTIVE SESSION

Executive session reconvened at 7:09 PM on a motion by Ms. Battle-Burkett, seconded by Mr. Emeagwali.

Yes – 4 No- 0 Abstain- 0
Motion Carried Unanimously

PUBLIC SESSION

On a motion by Ms. Battle-Burkett, seconded by Mr. Emeagwali, the Board reconvened in Public Session at 7:33 PM.

Yes – 4 No- 0 Abstain- 0
Motion Carried Unanimously

Mr. Jaime called the meeting to order. Mr. Jaime led the pledge of allegiance.

On a motion by Mr. Emeagwali, seconded by Ms. Battle-Burkett, the Board approved the agenda, which was distributed to the audience, as follows:

Yes – 4 No- 0 Abstain- 0
Motion Carried Unanimously

On a motion by Mr. Emeagwali, seconded by Ms. Taylor-Bass, the Board approved the minutes of the Regular Meeting of October 10, 2017*, as follows:

Yes – 4 No- 0 Abstain- 0
Motion Carried Unanimously

*Corrected later on in the meeting: On a motion by Ms. Battle-Burkett, seconded by Ms. Taylor-Bass, the Board approved the minutes of the Regular Meeting of November 8, 2017, as follows:

Yes – 4 No- 0 Abstain- 0
Motion Carried Unanimously

AUDIENCE ON AGENDA ITEMS: None

CORRESPONDENCE: None

REPORT OF THE ATTORNEY:

Mr. Nugent had the following report for Public Session.

Earlier this evening the Audit Committee met and unanimously agreed to recommend to the Board of Education the following:

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- The selection of Nawrocki Smith LLP, as the Annual Independent Auditor, to be retained to complete the Annual Independent Audit activities for the fiscal year ending June 30, 2018.

SELECTION
OF THE
INDEPENDENT
AUDITOR FOR
FISCAL YEAR
ENDING JUNE 20,
2018

Nawrocki Smith LLP met all requirements of the Request for Proposals and satisfactorily performed the annual independent audit activities for the fiscal year ending June 30, 2017, including an audit of the District's Financial Statements, internal controls and its opinion on the District's Financial Statements.

On a motion by Mr. Emeagwali, seconded by Ms. Battle-Burkett, the Board approved the selection of Nawrocki Smith LLP, as the Annual Independent Auditor for the fiscal year ending June 30, 2018, as recommended by the Audit Committee.

Yes – 4 No- 0 Abstain- 0
Motion Carried Unanimously

This concluded the report of the attorney.

Mr. Jaime turned the meeting over to Mr. Harper for the Report of the Superintendent.

REPORT OF THE SUPERINTENDENT

REPORT OF THE
SUPERINTENDENT

Mr. Harper said good evening to the audience and welcomed everyone to the December Board of Education Meeting. Mr. Harper wished everyone Happy Holidays. Mr. Harper stated he had one item he wanted to announce before he gave the Superintendent's Report.

Mr. Harper introduced Ms. Rita Johnson and read the following:

RESOLVED, that in compliance with the provisions of Section 3012 of the Education Law and Part 30.3 of the Rules of the Board of Regents, the Superintendent presents to the Board the following probationary teacher who was appointed to such position by resolution of this Board, for tenure consideration.

TENURE
RECOMMENDATION

Mr. Harper recommended Ms. Rita Johnson for tenure. Ms. Johnson is an English to Speakers of Other Languages Teacher.

Mr. Harper then gave the report of the Superintendent.

On a motion by Mr. Emeagwali, seconded by Ms. Battle-Burkett, the Board approved the following Professional Change in Family and Medical/District Child Rearing Leave of Absence:

PROFESSIONAL
CHANGE IN
FAMILY AND
MEDICAL/
DISTRICT CHILD
REARING LEAVE

ROSELLE, VOULA- *Area of Employment:* Special Education Teacher; *Building Assignment:* Covert Avenue School; *Effective Date:* From: 11/22/17- 2/28/18, unpaid* To: 11/10/17-2/13/18, unpaid*; *Reason:* District Child Rearing Leave

*Includes Family and Medical Leave from 11/10/17-2/13/18

Note: Leave of Absence was originally approved by the Board on 11/8/17

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The Board also approved the following Professional Extension of Family and Medical/District Child Rearing Leave:

PROFESSIONAL
EXTENSION OF FAMILY
AND MEDICAL/
DISTRICT CHILD
REARING LEAVE

HO, SYLVIA- *Area of Employment:* Elementary Education Teacher; *Building Assignment:* Currently on District Child Rearing Leave; *Effective Date:* From: 5/2/16-1/31/18, unpaid* To: 5/2/16-5/8/18, unpaid*; *Reason:* District Child Rearing Leave

Note: Leave of Absence was originally approved by the Board on 4/5/16; a change was approved on 5/3/16; an extension was approved on 4/5/17

The Board further approved the following Professional Appointment:

PROFESSIONAL
APPOINTMENT

MANNA, VICTORIA- *Tenure Area (Not Eligible):* Literacy Specialist; *Salary:* \$42,000 (pro-rated from start date 12/5/17-6/19/18; \$240 daily for additional 5 days beyond 6/19/18); *Certification:* Childhood Education 1-6 (Initial)/ Literacy B-6 (Initial); *Effective Date:* 12/5/17-6/26/18; *Initial Assignment:* Covert Avenue School; *Probationary Period:* No probation and no tenure involved

The Board further approved the following Professional Change in Compensation:

PROFESSIONAL
CHANGE IN
COMPENSATION

HERNANDEZ, JENNIFER- *Area of Employment:* Permanent Substitute Teacher (English to Speakers of Other Languages); *Building Assignment:* Alden Terrace School/Stewart Manor School; *Change:* Pro-rated Salary and Effective Date; *Salary:* From: \$21,045 (pro-rated from \$63,454 MA Step 1) To: \$63,454; *Effective Date* 9/5/17-6/30/18; *Reason:* Extended assignment to end of school year

The Board approved the following Professional Change in Status:

PROFESSIONAL
CHANGE IN STATUS

RESOLVED, that in compliance with the provisions of Section 3012 of the Education Law and Part 30.3 of the Rules of the Board of Regents, the Superintendent presents to the Board the following probationary teacher who was appointed to such position by resolution of this Board, for tenure consideration. She holds a valid New York State Certificate to teach in the designated tenure area. It further having been shown that her probationary period to teach in this district will expire on the date specified, the Superintendent recommends that the Board of Education of the Elmont Union Free School District grant tenure and appoint her to tenure, effective on the date indicated, to the position in the tenure area as defined.

<u>PROBATIONER</u>	<u>DATES OF PROBATIONARY APPOINTMENT</u>	<u>TENURE AREA</u>	<u>TYPE OF CERT</u>	<u>TENURE DATE</u>
Johnson, Rita	12/10/14 – 1/31/18	English to Speakers of Other Languages	Professional	2/1/18

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

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On a motion by Mr. Emeagwali, seconded by Ms. Taylor-Bass, the Board approved the following Civil Service Appointments:

CIVIL SERVICE
APPOINTMENTS

GRECH, JANET - *Area of Employment:* Typist Clerk 10 months; *Salary:* \$29,663 annually; *Building Assignment:* Clara H. Carlson School; *Effective Date:* 11/27/17; *Probation:* 26 weeks from Civil Service approval; *Replacing:* Margaret Schroeder

METZ, MAURA - *Area of Employment:* Typist Clerk 10 months; *Salary:* \$29,663 annually; *Building Assignment:* Dutch Broadway School; *Effective Date:* 12/4/17; *Probation:* 26 weeks from Civil Service approval; *Replacing:* Carolyn Ungaro

The Board approved the following Civil Service Substitute Appointment:

CIVIL SERVICE
SUBSTITUTE
APPOINTMENT

WILSON, JUSTIN - *Area of Employment:* Cleaner Part-time Substitute; *Salary:* \$13.65 hourly; *Building Assignment:* District-wide; *Effective Date:* 12/5/17 pending Civil Service and medical approval

The Board further approved the following Civil Service Changes in Status:

CIVIL SERVICE
CHANGES IN STATUS

HODGE DELORIS- *Area of Employment:* From: Bus Attendant Part-time Substitute To: Bus Attendant 10 months; *Salary:* \$20.16 hourly; *Probation:* 26 weeks from Civil Service approval; *Building Assignment:* Transportation; *Effective Date:* 12/5/17 pending Civil Service approval

MCAULIFFE, DANIEL- *Area of Employment:* From: Bus Attendant Part-time Substitute To: Bus Attendant 10 months; *Salary:* \$20.16 hourly; *Probation:* 26 weeks from Civil Service approval; *Building Assignment:* Transportation; *Effective Date:* 12/5/17 pending Civil Service approval

WASHINGTON-FORD, JOYCE- *Area of Employment:* From: Bus Driver Part-time Substitute To: Bus Driver 10 months; *Salary:* \$23.75 hourly; *Probation:* 26 weeks from Civil Service approval; *Building Assignment:* Transportation; *Effective Date:* 12/5/17 pending Civil Service approval

TOYO, FEKER- *Area of Employment:* From: Bus Driver Part-time Substitute To: Bus Driver 10 months; *Salary:* \$23.75 hourly; *Probation:* 26 weeks from Civil Service approval; *Building Assignment:* Transportation; *Effective Date:* 12/5/17 pending Civil Service approval

RIVERA, JON- *Area of Employment:* From: Bus Driver Part-time Substitute To: Bus Driver 10 months; *Salary:* \$23.75 hourly; *Probation:* 26 weeks from Civil Service approval; *Building Assignment:* Transportation; *Effective Date:* 12/5/17 pending Civil Service approval

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The following Civil Service employee will complete her probationary period and is recommended for permanent status on the dates indicated:

CIVIL SERVICE
CHANGE IN STATUS

<u>Name</u>	<u>Classification</u>	<u>End Probation</u>	<u>Effective</u>
Patricia Abela	Senior Typist Clerk	12/11/17	12/12/17

The Board approved the Termination of the following Civil Service employees effective 12/5/17 due to no service to the District:

CIVIL SERVICE
TERMINATIONS

Danica Bellevue
Fior Henriquez
Yvrose Jean Jacques
Jeffrey Thwaites
Camishiana Vaz
Amber Virk
Rana Zain

Lastly, the Board approved the following Civil Service Retirement:

CIVIL SERVICE
RETIREMENT

FRITZ, CATHY ANN- *Area of Employment: Teacher Aide; Building Assignment: Covert Avenue School; Effective Date: 12/1/17; Service to District: 14 years, 11 months*

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Ms. Taylor-Bass, seconded by Ms. Battle-Burkett, the Board received the Committee on Special Education and Preschool Special Education designations and program placements for the Evaluation Placements, Reviews of Program and I.E.P. Modifications of students and 504 Committee recommendations.

COMMITTEE ON
SPECIAL EDUCATION/
PREK SPECIAL
EDUCATION AND 504
COMMITTEE
RECOMMENDATIONS

Motion Carried Unanimously

On a motion by Ms. Taylor-Bass, seconded by Mr. Emeagwali, the Board approved the following:

COMPENSATORY TIME

COMPENSATORY
TIME

The approved compensatory time for Cheryl Goldstein, Clinical Social Worker, to supervise Marjorie Cavalluzzo and Amy Gamrat. The compensation shall not exceed 40 hours for the school year

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SATURDAY LITERACY AND MATH ENRICHMENT/ WORLD LANGUAGE ACADEMY (All appointments are pending enrollment)

SATURDAY
LITERACY AND
MATH ENRICHMENT/
WORLD LANGUAGE
ACADEMY
PRINCIPAL

Principal

The Board approved the employment of the following principal for The Saturday Literacy and Math Enrichment/World Language Academy at Clara H. Carlson School. The compensation rate will be as per contract for a maximum of 4 hours for 5 days each.

Cynthia Qasim Covert Avenue School

Teachers

TEACHERS

The Board also approved the employment of the following teachers for The Saturday Literacy and Math Enrichment/World Language Academy at Clara H. Carlson School. The compensation rate will be \$50.00 per hour for a maximum of 5 days, as per teachers' contract.

Shona Beldo	Alden Terrace School
Jerone Pettus	Alden Terrace School
Mary Delahanty	Clara H. Carlson School
Xavier Rodriguez	Covert Avenue School
Samantha Leone	Covert Avenue School
Jessica Baumgartner	Covert Avenue School
Rita Johnson	Covert Avenue School
Lizbeth Garcia	Covert Avenue School
Kaitlin Driscoll	Covert Avenue School
Margaret Parks	Covert Avenue School
Monica Fernandez	Dutch Broadway School
Anthony Pino	Gotham Avenue School

Teacher (Building Substitutes/PreK Teachers)

TEACHERS
(BUILDING
SUBSTITUTES/ PREK
TEACHERS)

The Board further approved the employment of the following Building Substitutes/PreK Teachers for The Saturday Literacy and Math Enrichment/World Language Academy at Clara H. Carlson School. The compensation rate will be \$40.00 per hour for a maximum of 5 days, as per teachers' contract.

Meredith Rothstein	Alden Terrace School
Patricia Obanhein	Clara H. Carlson School
Eric Ligon	Clara H. Carlson School
Jessica Yuricic	Covert Avenue School
Dorene Cartwright	Dutch Broadway School
Laura Healey	Gotham Avenue School
Lauren Pontrello	Gotham Avenue School
Sharon Giblin	Stewart Manor School
Jessica Mastrangelo	Stewart Manor School

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Teacher Aides

TEACHER AIDES

The Board also approved the employment of the following personnel as support staff at Clara H. Carlson School, as per contractual rate for maximum of 5 days. (Contingent on enrollment).

Marian Frias-Walsh	Alden Terrace School
Jacqueline Smith Edwards	Alden Terrace School
Ebonee Ranselle	Alden Terrace School
Tetrie Persaud	Clara H. Carlson School
Aletra Babb	Clara H. Carlson School
Laytoya Willis	Clara H. Carlson School
Donna Jean Serra	Clara H. Carlson School
Jacqueline Hall	Covert Avenue School
Pasqualina Sicignano	Covert Avenue School
Tammy Nieves	Dutch Broadway School
Chanei Patterson	Dutch Broadway School
Esther George	Dutch Broadway School
Swabera Baksh	Gotham Avenue School
Corrine Balgobin	Gotham Avenue School
Ellen Barone	Gotham Avenue School

Support Staff

SUPPORT STAFF

The Board approved the employment of the following personnel as support staff at Clara H. Carlson School, as per contractual rate, for maximum of 5 days. (Secretary/ Hall Monitor)

Nancy Soevyn	PPS
Veronica Geever	Elmont Road
Kathy Harsch	Curriculum
Marilyn Cirillo	Curriculum
Karin Filippi	Alden Terrace School
Lucia Peragino	Alden Terrace School

HEARING OFFICER

HEARING OFFICER

The Board authorized the following hearing officer to hear and determine residency hearings and impartial hearings when deemed necessary by the District, at a rate of \$2,000 per hearing session.

Justin Imperato

BOCES REPRESENTATIVE

BOCES
REPRESENTATIVE

The Board appointed Michael A. Jaime, as a representative to the Nassau BOCES Budget Review Committee to assist in the development of their 2018-2019 Budget.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

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ITEMS NOTED FOR THE MINUTES

ITEMS NOTED FOR THE
MINUTES

USE OF FACILITIES

USE OF FACILITIES

Request for Use of Facilities that have been approved by the Superintendent of Schools since the last Board Meeting are enclosed in the backup pages of the Board Book of December 4, 2017.

WORKERS' COMPENSATION

WORKERS'
COMPENSATION

Employees who are on a leaves of absence due to Workers' Compensation cases still pending are enclosed in the back-up pages of the Board Book of December 4, 2017.

FAMILY AND MEDICAL LEAVES OF ABSENCE

FAMILY AND
MEDICAL LEAVES
OF ABSENCE

The following employees are on leaves of absence under the Family and Medical Leave Act:

<u>Name</u>	<u>Position</u>	<u>Duration of Leave</u>
Louis Beverly	Maintainer	8 days
Diansankar Rambarran	Cleaner	12 weeks
Nicole Termini	Teaching Assistant	7-10 days
Antonella Modruson	Speech Teacher	11 days
Joy Levinn	Special Education Teacher	Intermittent Leave up to 12 weeks

BUDGETARY TRANSFERS UNDER \$5,000

BUDGETARY TRANSFERS
UNDER \$5,000

Requests for Budget Transfers under \$5,000 that have been approved by the Superintendent of Schools since the last Board meeting are enclosed in the backup pages of the Board Book of December 4, 2017.

On a motion by Ms. Battle-Burkett, seconded by Ms. Taylor-Bass, the Board approved the following:

BUDGETARY TRANSFERS OVER \$5,000

BUDGETARY TRANSFERS
OVER \$5,000

The Board authorized budgetary transfers over \$5,000, as per backup pages in the Board Book of December 4, 2017.

The Board accepted bid award number 15-17/18, (Surplus obsolete vehicle 1997 Ford F-250 Pickup with plow VIN# 3FTHF26H1VMA67785 to Avalon/Harry Auto Repair and Collision, 401 Hempstead Turnpike Elmont NY 11003), for the sum of \$1099.00, as per backup pages in the Board Book of December 4, 2017.

BID AWARD 15-17/18

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

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SCHEDULE OF DISBURSEMENTS AND WARRANTS

SCHEDULE OF
DISBURSEMENTS
AND WARRANTS

On a motion by Ms. Battle-Burkett, seconded by Ms. Taylor-Bass, the Board approved the backup booklet entitled “Schedule of Disbursements and Warrants # 17; 9; 7; 7; 15-16; and 4” which is filed in the “bulky” document file.

Motion Carried Unanimously

TREASURER’S REPORT

TREASURER’S
REPORT

On a motion by Mr. Emeagwali, seconded by Ms. Battle-Burkett, the Board also received the Report of the Treasurer for the General Fund, Capital Fund, the Lunch Fund, the Trust and Agency Fund, Payroll, Special Aid Fund and Capital Bond Fund as of October 31, 2017.

Motion Carried Unanimously

ITEMS NOTED FOR THE MINUTES:

ITEMS NOTED FOR
THE MINUTES

Analysis of Revenue – for the month of October 2017, appear in the backup pages of the Board Book of December 4, 2017.

ANALYSIS OF
REVENUE

General Fund Schedule of Receivables - General Fund Schedule of Receivables for the month of October 2017 appear in the backup pages of the Board Book of December 4, 2017.

GENERAL FUND
SCHEDULE OF
RECEIVABLES

Monthly Budget Status Report - General, Capital and Special Aid Fund Budget Status Reports for the period ending October 31, 2017 appear in the backup pages of the Board Book of December 4, 2017.

MONTHLY
BUDGET STATUS
REPORT

Various Fund Trial Balances- Trial Balance Reports, General, Capital, Trust & Agency, Expendable Trust, Special Aid, and Non-Expendable Trust for the period ending October 2017 appear in the backup pages of the Board Book of December 4, 2017.

VARIOUS FUND
TRIAL BALANCES

General Fund Cash Flow Statement- General Fund Cash Flow as of October 31, 2017 and Cash Flow Projection as of November 30, 2017 appear in the backup pages of the Board Book of December 4, 2017.

GENERAL FUND
CASH FLOW
STATEMENT

General Fund – Fund Balance Estimate- Estimated General Fund Balance as of November 30, 2017 appear in the backup pages of the Board Book of December 4, 2017.

GENERAL FUND-
FUND BALANCE
ESTIMATE

Collateral Analysis- Collateral Analysis for period ending October 2017 appear in the backup pages of the Board Book of December 4, 2017.

COLLATERAL
ANALYSIS

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School Meals Profit and Loss Statement- School Lunch Profit and Loss Statement for the period ending October 2017 appear in the backup pages of the Board Book of December 4, 2017.

SCHOOL MEALS PROFIT
AND LOSS STATEMENT

Custodial/Transportation Overtime

CUSTODIAL/
TRANSPORTATION
OVERTIME

Breakdown Custodial/Transportation Overtime:

Cust./Trans. Overtime – November 30, 2017	\$ 8,450.16
Overtime paid Year to Date	\$ 33,664.92
Cust./Trans.Overtime - July, 2016 - June, 2017	\$105,438.91

VANDALISM TALLIES FOR NOVEMBER 2017

VANDALISM TALLIES

Alden Terrace	\$ 0
Clara H. Carlson	\$ 0
Covert Avenue	\$ 0
Dutch Broadway	\$ 0
Gotham Avenue	\$ 0
Stewart Manor	\$ 0
PPS	\$ 0
Elmont Road	\$ 0
	<hr/>
	\$ 0
Year-to-Date	\$ 0
Previous Year-to-Date	\$ 75

Mr. Harper completed the report of the Superintendent.

COMMITTEE REPORTS AND INFORMATIONAL ITEMS: None

COMMITTEE REPORTS
AND INFORMATIONAL
ITEMS

OLD BUSINESS: None

OLD BUSINESS

NEW BUSINESS: None

NEW BUSINESS

LEGISLATIVE ITEMS: None

LEGISLATIVE ITEMS

AUDIENCE ITEMS: None

AUDIENCE ITEMS

ANNOUNCEMENTS: None

ANNOUNCEMENTS

NEXT MEETING:

NEXT MEETING

Mr. Jaime announced that the next Board of Education Meeting will be Wednesday, January 3, 2018, at the Alden Terrace School @ 8:00 PM.

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ADJOURNMENT:

ADJOURNMENT

On a motion by Mr. Emeagwali, seconded by Ms. Battle-Burkett, the Board adjourned the meeting at 7:44 PM.

Motion Carried Unanimously

Mr. Jaime wished everyone a Happy Holiday and Happy New Year. Mr. Jaime invited the audience to join the Board and Mr. Harper in the auditorium for the District Holiday Concert.

Submitted by,

February 13, 2018
Date Approved

Diana Delahanty
District Clerk