

**DEER PARK UFSD
BOARD OF EDUCATION
DECEMBER 16, 2025
OPEN MEETING/WORK SESSION AGENDA – 7:00 PM *
ADMINISTRATION OFFICE**



If you would like to sign up to speak during the Public Be Heard portion of the meeting, please do so in the sign-in book at the Board table. This must be done PRIOR to 8:00 p.m. Speaking time is limited to five minutes.

Please note that it is anticipated that the Board will adjourn for an Executive Session at 7:00 p.m., at the conclusion of which, **the Board will reconvene in public session at approximately 8:00 p.m. to begin conducting business.*

- I. Call to Order.
- II. Pledge of Allegiance, Roll Call, Members, Board of Education.
- III. **APPROVAL OF MINUTES**

Recommend that the Board of Education make the necessary corrections and move for the approval of the Minutes of the Open Meeting on November 25, 2025.

IV. **PRESENTATIONS:**

State of Technology
by
Mr. Jay Murphy, Executive Director of IT & Innovation

V. **NEW BUSINESS:**

1. **ACCEPTANCE OF THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025**

Recommend that the Board of Education approve the following Resolution:

RESOLVED, that the Board of Education accepts the Independent Audit Report from Nawrocki Smith, LLP for the fiscal year 2024-2025.

The information will be available at the following locations:

Administration Building, 1881 Deer Park Avenue, Deer Park, NY 11729
Deer Park Library, 44 Lake Avenue, Deer Park, NY 11729

2. **CORRECTIVE ACTION PLANS FOR THE FISCAL YEAR ENDED JUNE 2025**

Recommend that the Board of Education approve the following Resolution:

RESOLVED, that the Board of Education accept the Corrective Action Plans as a response to the external Auditors', Nawrocki Smith LLP, findings and recommendation for the fiscal year ended June 2025.

3. **DISPOSAL OF AN ICE MACHINE AT THE DPHS**

Recommend that the Board of Education approve the following Resolution:

RESOLVED, that based on the recommendation of Mr. Billy Fitzgerald, Director of Operations, the Board of Education approve the disposal of a Manitowoc ice machine Property #111674 at the DPHS. The machine is not in working condition and finding parts for it has become difficult.

VI. APPROVAL OF SCHEDULES

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

NON-INSTRUCTIONAL

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

Bailey Corcoran

Deer Park High School

Position: Lifeguard

Salary/Step: \$16.50/hr

Effective Date(s): 12/10/2025

Isabel Marcos

District Wide

Position: District Wide Float School Nurse

Salary/Step: \$54,238.18 Step 5

Effective Date(s): 1/5/2026

Salary prorated @ \$32,542.91

Michelle Wardlaw-Jackson

Transportation

Position: Transportation Aide

Salary/Step: \$20.57/hr

Effective Date(s): 12/10/2025

James Wittong

Robert Frost Middle School

Position: Day Security Guard

Salary/Step: \$22.46/hr

Effective Date(s): 12/10/2025

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

Ilham Zia

District Wide

Position: Per Diem Substitute Aide

Salary/Step: \$16.50/hr

Effective Date(s): 12/10/2025

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

Julio Castro

District Wide

Position: Per Diem Substitute Security Guard

Salary/Step:

Effective Date(s): 12/5/2025

Removal from sub list. No outstanding obligation to the district

Susan Grabhorn

Transportation

Position: Transportation Aide

Salary/Step:

Effective Date(s): 12/19/2025

Resignation for the purpose of Retirement

Gregory Julian

District Wide

Position: Per Diem Substitute Security Guard

Salary/Step:

Effective Date(s): 12/5/2025

Removal from sub list. No outstanding obligation to the district

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

Antonietta Cafiso

May Moore School

Position: 3 hr. Non-Instructional Aide

Salary/Step:

Effective Date(s): 11/13/2025 - 12/5/2025

Extension (12/2-12/5) of Unpaid Medical LOA

Leslie Sachs

Transportation

Position: School Bus Driver

Salary/Step:

Effective Date(s): 11/24/2025 - 12/23/2025

Unpaid Medical LOA (FMLA)

INSTRUCTIONAL

SCHEDULE -- CSS --CHANGE OF STATUS / SALARY (Instructional)

Patricia Katz

John F Kennedy Intermediate School

Position: Deer Park Retiree Long Term Substitute Teacher

Salary/Step: \$250/day

Effective Date(s): 12/6/2025 - 12/23/2025

Extension of salary for M. Tortorici LOA

Courtney Shannon

Deer Park High School

Position: Permanent Substitute Teacher

Salary/Step: \$150/day

Effective Date(s): 12/4/2025 - 6/30/2026

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

Caroline Kelley

May Moore School

Position: Long Term Substitute Teacher

Salary/Step: \$200/day

Effective Date(s): 1/5/2026 - 1/21/2026

J. Caputo LOA

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

Joseph Falcon

District Wide

Position: Per Diem Substitute Teacher

Salary/Step: \$125/day

Effective Date(s): 1/5/2026

SCHEDULE -- NS --PERMANENT SUBSTITUTES (Instructional)

Caroline Kelley

May Moore School

Position: Permanent Substitute Teacher

Salary/Step: \$150/day

Effective Date(s): 12/17/2025 - 12/23/2025

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

Erin Bloodnick

May Moore School

Position: Probationary Teaching Assistant

Salary/Step:

Effective Date(s): 12/8/2025

Resignation, no outstanding obligation to the district

Daniella Cornelia

District Wide

Position: Per-Diem Substitute Teacher

Salary/Step:

Effective Date(s): 12/5/2025

Removal from sub list. No outstanding obligation to the district

Maddison Feraca

Robert Frost Middle School

Position: Permanent Substitute Teacher

Salary/Step:

Effective Date(s): 12/23/2025

Resignation

Harrison Finnerty

District Wide

Position: Per Diem Substitute Teacher

Salary/Step:

Effective Date(s): 12/5/2025

Removal from sub list. No outstanding obligation to the district

Melanie Mannino

John Quincy Adams School

Position: Permanent Substitute Teacher

Salary/Step:

Effective Date(s): 12/8/2025

Resignation, no outstanding obligation to the district

Sean Saporito

Robert Frost Middle School

Position: Permanent Substitute Teacher

Salary/Step:

Effective Date(s): 12/12/2025

Resignation

Darcie Wallace

District Wide

Position: Per Diem Substitute Teacher

Salary/Step:

Effective Date(s): 12/5/2025

Removal from sub list. No outstanding obligation to the district

SCHEDULE -- P --TENURE APPOINTMENTS (Instructional)

Katie Cestaro

John Quincy Adams School

Position: Teaching Assistant

Salary/Step:

Effective Date(s): 1/18/2022 - 1/17/2026

TENURE DATE: January 18, 2026

Susan Fichter

May Moore School

Position: Teaching Assistant

Salary/Step:

Effective Date(s): 1/10/2022 - 1/9/2026

TENURE DATE: January 10, 2026

Shalay Ward-Rutherford

May Moore School

Position: Teaching Assistant

Salary/Step:

Effective Date(s): 1/10/2022 - 1/9/2026

TENURE DATE: January 10, 2026

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

Ellen Bello

May Moore School

Position: Teaching Assistant

Salary/Step:

Effective Date(s): 10/30/2025 - 12/22/2025

Extension (11/27-12/22) of Unpaid LOA (WC)

Kayla Brusca

John F Kennedy Intermediate School

Position: Probationary Special Education Teacher

Salary/Step:

Effective Date(s): 5/16/2026 - 6/26/2026

Paid Maternity LOA (FMLA)

Jessica Caputo

May Moore School

Position: Special Education

Salary/Step:

Effective Date(s): 1/6/2026 - 1/21/2026

Paid Medical LOA (FMLA)

Elizabeth Gramble

May Moore School

Position: Probationary Teaching Assistant

Salary/Step:

Effective Date(s): 5/11/2026 - 6/19/2026

Maternity LOA (FMLA); Paid 5/11-5/18; Unpaid 5/19-6/19

Eileen Muller

May Moore School

Position: Probationary Teaching Assistant

Salary/Step:

Effective Date(s): 12/3/2025 - 1/14/2026

Changed to: Paid 12/3-12/9; Unpaid 12/10-1/14 Medical LOA (FMLA)

Katelyn O'Brien -Pastore

Deer Park High School

Position: Science Teacher

Salary/Step:

Effective Date(s): 4/29/2026 - 6/10/2026

Paid Maternity LOA (FMLA)

Marie Tortorici

John F Kennedy Intermediate School

Position: Elementary Teacher

Salary/Step:

Effective Date(s): 8/27/2025 - 12/23/2025

Extension (12/6-12/23) of Paid Medical LOA

Beth Wallace

Robert Frost Middle School

Position: Teaching Assistant

Salary/Step:

Effective Date(s): 11/20/2025 - 12/11/2025

Change of LOA dates to return early; Paid Medical LOA (FMLA)

Suzanne Wright

John F Kennedy Intermediate School

Position: Teaching Assistant

Salary/Step:

Effective Date(s): 1/5/2026 - 3/31/2026
Paid 1/5-3/18; Unpaid 3/19-3/31 Medical LOA (FMLA)

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

Kelly Manzella
May Moore School
Position: Probationary Teaching Assistant
Salary/Step: \$32,615.72
Effective Date(s): 12/10/2025 - 12/9/2029
Salary prorated @ \$21,689.45

SCHEDULE -- TTPA --TEMPORARY ASSIGNMENT (Instructional)

Jake Cosentino
John F Kennedy Intermediate School
Position: Orchestra
Salary/Step: \$4771.76 Step 1/8 Units
Effective Date(s): 9/1/2025 - 6/30/2026

Jake Cosentino
John F Kennedy Intermediate School
Position: Chamber Orchestra
Salary/Step: \$2385.88 Step 1/4 Units
Effective Date(s): 9/1/2025 - 6/30/2026

Oscar Villalobos
District Wide
Position: Document Translator
Salary/Step: \$82.35/hr
Effective Date(s): 1/1/2026 - 5/31/2026

SCHEDULE 25/BP-887 - SCHEDULES OF BILLS PAYABLE

General*	# 22	11/30/2025
General*	# 26	12/31/2025
Federal*	# 11	11/30/2025
Federal*	# 12	12/31/2025
School Lunch*	# 10	12/31/2025
Workers' Comp.*	Daily Check Register	11/21/2025
Workers' Comp.*	Daily Check Register	11/25/2025
Workers' Comp.*	Daily Check Register	12/2/2025

SCHEDULE D – BID AWARDS

Bids for Bid # BDP25-020 School, Facilities, Security, Admin and Technology Shirts, Sweatshirts, Jackets, Vests, Sweaters and Hats were received and opened at 11:00 AM on December 3, 2025.

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.BidnetDirect.com.

Bids were received from the following vendors:

BSN Sports, LLC	Signature Imagewear Inc.
Empire Printing, LLC (Non Responsive)	Woods Mens and Boys Clothing
Hanover Uniform	Bluemark Inc (Non Responsive)
Dreissig Apparel (Non Responsive)	Metro Team Sports (Non Responsive)
Mini Wing USA	Promo Solutions (Non Responsive)
Uniform and Accessories Warehouse	

Present at bid opening: Concetta Bertelle, Purchasing Agent and Tracy McGarty, 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):

Signature Imagewear Inc.

Bids for Bid # BDP25-021 Vehicle Mini-bid were received and opened at 11:00 am on November 25, 2025

Bids were emailed to vendors from the NYS Contract PC70440, Award 23166/Group 40440. Forms and specifications were processed in accordance with Section 103 of the General Municipal Law and NYS Mini-bid requirements. The mini-bid was solicited from vendors on the NY State bid list.

Bids were received from the following vendors:

All American Ford of Paramus d/b/a Paramus Ford	\$68,963.00
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Present at bid opening: Concetta Bertelle, Purchasing Agent; Tracy McGarty, Recorder; and no vendors were present.

It is recommended that the bid be awarded to the following vendor as the lowest responsible bidder

meeting specifications:

All American Ford of Paramus d/b/a Paramus Ford \$68,963.00
SCHEDULE 25-E-508 - EXPLANATION OF BUDGETARY TRANSFERS
#T9 & T10

SCHEDULE 25-F-489 - CONTRACT REPORT

<u>Category</u>	<u>Fund</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Dates</u>	<u>Amount</u>
Admin	G	Mallory Martilla	Color Guard Designer	7/1/2025-6/26/2025	\$1,000.00
Admin	G	Kelly Neary	Color Guard Instructor	7/1/2025-6/26/2025	\$1,750.00
Admin	G	Michael Reed	Marching Band Brass Instructor	7/1/2025-6/30/2026	\$500.00
Admin	G	Nathan Soric	Marching Band Percussion Instructor	7/1/2025-6/30/2026	\$1,000.00
Admin	G	Andrew Warren	Marching Band Percussion Instructor	7/1/2025-6/30/2026	\$1,250.00
Admin	G	Lindsay Williams	Woodwind Instructor	7/1/2025-6/30/2026	\$1,750.00
Spec Ed	F & G	Horizon Healthcare Staffing and Staffing Solutions	Special Ed Services	12/1/2025-6/30/2026	WSB RFP 22-23-04P-E51-LH

SCHEDULE 12-H-25 – HOME TEACHING (regular & S/E)
(confidential)

SCHEDULE 12-S-25 – SPECIAL TRANSPORTATION
(confidential)

SCHEDULE 12-SE-25 – COMMITTEE RECOMMENDATIONS
(confidential)

VII. RECEIPT OF SCHEDULES

Recommend, that the Board of Education approve the following Receipt of Schedules collectively:

SCHEDULE 25-A-547 – TREASURERS REPORT

Statement of Revenues

-	General Fund -	July-October
	Federal Fund -	July-October
	Special Revenue	
	Fund -	July-October
	School Lunch Fund -	July-October

SCHEDULE 25-B-865 – APPROPRIATION BUDGET STATUS REPORT

Appropriation Budget Status Report	General Fund -	July-October
	Capital Fund -	July-October
	Federal Fund -	July-October
	Special Revenue Fund -	July-October
	School Lunch Fund-	July-October
Extra-Classroom Activities Funds	High School -	July-October
	Robert Frost -	July-October
Trial Balance (July - October)	General	
	School Lunch	
	Special Revenue Fund	
	Workers' Comp & Unemployment	
	Federal	
	Capital	

VIII. DISCUSSION/APPROVAL

- Draft 2026-2027 School Holiday Calendar
- Fieldtrip – HS boys winter track – New Haven, Ct. - 1/9/26 (Mr. Agostino)
- Fieldtrip – HS trip to Sacred Heart – 4/16/26 (Ms. Kraus)

IX. PUBLIC BE HEARD

X. QUESTIONS/COMMENTS/CONCERNS, Board of Education

XI. ADJOURN

