

BOARD OF EDUCATION,  
LEVITTOWN UNION FREE SCHOOL DISTRICT  
LEVITTOWN, L.I., NEW YORK

DATE: October 10, 2012

KIND OF MEETING: REGULAR MEETING

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**MINUTES**

**THE REGULAR BOARD MEETING OF THE BOARD OF EDUCATION**, was duly called and held on Wednesday, October 10, 2012 in the Board Meeting Room of the Levittown Memorial Education Center.

**CERTIFICATION:**

The District Clerk certified that pursuant to Section 104, Open Meetings Law, notice of meeting was sent to the local newspapers, the Public Library and posted on the district's website. Further, all members of the Board of Education had due notice of said meeting.

**PRESENT:**

**BOARD MEMBERS**

Ms. Peggy Marenghi  
Mr. James Moran  
Mr. Michael Pappas – President (excused absence)  
Mr. Peter Porrazzo – Vice President  
Mr. Kevin Regan - Secretary  
Mr. Edward Powers  
Mr. Frank Ward

**ADMINISTRATION**

Dr. James Grossane – Superintendent of Schools  
Ms. Darlene Rhatigan – Assistant Superintendent  
Ms. Debbie Rifkin – Assistant Superintendent  
Mr. Mark Flower – Assistant Superintendent

**OTHERS**

Mr. Robert H. Cohen– School Attorney  
Ms. Elizabeth Appelbaum – District Clerk  
Mr. James Reilly - Division Avenue High School Student Liaison  
Ms. Jennifer Newins - MacArthur High School Student Liaison

**I. CALL TO ORDER**

- A.** Pledge of Allegiance
- B.** Mr. Porrazzo, acting chairman, called the Regular Board Meeting to order at 6:35 PM. On a motion by Mr. Regan, seconded by Mr. Moran and approved (6-0) that the Board adjourned to Executive Session to discuss items on the Executive Session Agenda relating to schedules and litigation.
- C.** The Board reconvened in Public Session at 7:55 PM at which time Mr. Porrazzo asked everyone to stand for the Pledge of Allegiance and a moment of silence for our troops fighting overseas and for an active community member, Hurbert (Hubie) Perez, who recently passed away.

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**II. ANNOUNCEMENTS**

(none)

**III. APPROVAL OF MINUTES**

**MOTION:** Mr. Regan moved to “Make the necessary corrections and move the approval of the minutes of September 12, 2012 (Regular Meeting). “

**APPROVAL OF MINUTES**

Seconded: Mr. Powers

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

**IV. REPORTS**

A. Recognition:

1. Accomplishments  
(None)

2. Summit Lane Elementary School – “Rewards School” Status

Ms. Rifkin shared that she was very excited to honor Summit Lane which was recognized by the New York State Education Department as a “Rewards School”. She explained that in order to be identified as a Rewards School, a school must have made the most progress or had the highest achieving in the state. Ms. Rifkin read the list of criteria Summit Lane had to meet in order to receive this honor. The Board congratulated everyone from Summit Lane on this success and Dr. Evans was given a certificate. Dr. Grossane thanked the staff at Summit and remarked this an outstanding achievement.

3. General Douglas MacArthur High School – 50<sup>th</sup> Anniversary (See Res. #2)

Dr. Grossane commented that the district has another momentous occasion happening this year, the 50<sup>th</sup> Anniversary of MacArthur High School. He commented that they have a very distinguished history in terms of their achievements, and we wish to congratulate them. Mr. Porrazzo read aloud the resolution for the Board to vote on and enter into the official minutes of the meeting. Ms. Valentino came up to receive a certificate.

4. Presentation of New Employees

Ms. Rhatigan introduced the district’s new employees to the Board of Education. The Board congratulated and welcomed each of them to the district.

5. Reception for New Employees and Summit Lane Elementary School

Ms. Rhatigan directed everyone to the Panther Room for a reception.

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IV. REPORTS - Continued

6. Art Display – Wisdom Lane Middle School

Dr. Grossane thanked the students and teachers at Wisdom Lane for the outstanding art work especially the Rainbow Fish. He encouraged everyone to admire it in the hallway and Board room.

B. Superintendent:

1. Report: Action Plan

Dr. Grossane reported that the Board had requested an Action Plan in response to the District's scores and performance on the State Assessment Tests. Ms. Rifkin noted that in analyzing the data, she identified some areas that we did well in and some we know that we need improvement in. She gave a Power Point presentation of action plans. She commented that the format of the presentation recognizes three major areas we need to focus on: our current reality, what our goals are, and how we plan to reach those goals. The areas highlighted were: English Language Arts and Mathematics assessment proficiency and mastery rates in Grades 3-8; High School Regents Scores; and Advanced Placement course enrollment increases. Ms. Rifkin reported that the district's goal is by April 2013: to reduce the gap in proficiency levels between itself and neighboring districts by 50%; to increase the number of students reaching mastery by 10%; to improve Chemistry Regents passing rate to meet the Nassau County average; and to improve mastery rates on math and science Regents to meet the Nassau County average. In addition, to increase enrollment in AP courses for the 2012-2013 school year by 5%. Ms. Rifkin stated that these are the keys points that are being addressed and we are confident that this will move the district in the right direction.

Dr. Grossane stressed that there will be a concentrated effort in using our Principals, our Curriculum Associates, and working with the teachers to discuss data from last year's classes and to analyze the data where their students are currently functioning from the beginning of the school year. He reported that the district is working with Nassau BOCES to bring in an expert in Data Warehouse to work with us to better implement strategies. There will be periodic check points along the way to analyze the results to see if students are moving forward. In addition, in the middle schools, there will be literacy initiatives across all the disciplines.

Ms. Marengi thought the plan looked good but would like to see what the state is requiring in terms of text complexity in non-fiction. She wanted to know who was piloting the Journeys Program to see the level of text complexity.

Mr. Powers felt it was extremely important to set goals, communicate this to the district and to inform the staff of our plan to support them. In this way, everyone knows what we are striving for and what direction we are moving toward. Mr. Powers stated Ms. Rifkin did a good job and he appreciated her efforts in setting up these guidelines.

Ms. Rifkin mentioned that she had asked all of the principals to give us smart goals and share these with their staff.

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IV. REPORTS – Continued

Mr. Porrazzo questioned why the district only wanted to reduce the gap in proficiency levels between Levittown and the average of surrounding districts by 50% for Grades 3-8. He would liked to have seen a higher percent. Ms. Rifkin answered that they wanted a realistic, attainable goal. For the high school, Mr. Porrazzo asked why it was benchmarked against the County for mastery. Ms. Rifkin responded that the school report cards were not available for the surrounding districts when the data was presented.

Mr. Ward remarked that he felt the plan was great but would like to see a parent piece included. He felt it was important to educate parents on the Common Core and our goals. Ms. Rifkin reported that she was planning a Common Core Workshop for parents. Mr. Porrazzo commented that it was important for parents to know what their role is in the process. Ms. Rifkin stated that she was starting to reach out to parents. At Back to School Night, brochures was handed out from the National PTA on the Common Core Curriculum which explained to parents what was going to be taught and what they can do to help. Ms. Rifkin noted more brainstorming was needed to help get a good turnout for these parent sessions.

2. Follow-up to Prior Public Be Heard Questions  
(None)
3. Follow-up to Board Questions  
(None)

C. Board of Education:

1. Comments & Reports

Mr. Ward reported that he attended the homecomings for both high schools which were wonderful events on beautiful days. He mentioned that MacArthur is building a memorial brick way.

2. Correspondence  
(None)

3. Student Liaisons to the Board of Education

Mr. Reilly spoke about the Division Avenue High Schools homecoming. He said the attendance was good and the weather great. He reported on other happenings taking place such as the successful fund raising event for breast cancer by the girls varsity volleyball team, the fountain and sprinkler system have been installed for the Kim Foglia Memorial Garden, the Marching Band is doing well in their competitions, and the AP Government Class went to Hofstra to listen to Chris Mathews speak. Mr. Reilly was excited to announce that there is a trip planned in January to go to Washington D.C. for the Inauguration.

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**IV. REPORTS - Continued**

Ms. Newins noted that the students, faculty and staff at MacArthur have been participating at various fundraising walks such as, Light Up the Night Walk at Eisenhower Park, to bring awareness to their causes. She reported that the AP Government Class also attended the debate at Hofstra and was going to the Inauguration.

**V. PUBLIC BE HEARD**  
(Attached)

**VI. ACTION ITEMS: OLD BUSINESS**

- 1. MOTION:** Mr. Regan moved, "RESOLVED, that the Levittown Board of Education does, hereby, declare the items on the following lists obsolete and that they may be discarded and/or sold at the highest possible salvage value:

RESOLUTION #12-13-75  
Obsolete Equipment

<u>School/Building</u>	<u>Number of Items</u>	<u>Date</u>
LMEC (scanners)	12	May 14, 2012
Gardiners (computers)	4	June 14, 2012
Division (computers)	11	June 19, 2012
Abbey (tv's)	6	June 13, 2012."

Seconded: Mr. Ward

**NOTE:** Mr. Powers wanted clarification on the discarding of the scanners. Mr. Flower stated that before he came onboard, scanners were purchased to go along with the Asset 4000 Inventory Tracking System. According to the Management letter, last year, we had a significant deficiency in our ability to track our fixed assets. As a result, we changed the Board policy to bring in Cbiz on an annually bases to conduct a fiscal inventory for us and to update our assets. The scanners are no longer necessary because Cbiz will be providing their own scanners to be able to scan the asset tags on all of our items as well as tagging new items that will be purchased during the year.

Mr. Porrizzo remarked that in the information provided, he noticed that Asset 4000 was decommissioned in March. It was his understanding that the computer department depended on the scanners to track their own computer inventory. Mr. Flower said that the IT Department still does manage an asset system for their inventory but they were not relying on the Asset 4000 System to be able to do that. The annual service fee for that system is very expensive and they had another solution that was less costly. Ms. Rhatigan reported that the IT Department went back to tracking their inventory the way they did it prior to purchasing the Asset System. She noted they use an excel spreadsheet and perform inventory regularly. She shared that they use scan guns and issue asset tags. Mr. Porrizzo noted that a while back, the Board voted to authorize Mr. Flower to outsource this because he felt there was a better system. Mr. Porrizzo asked how much the annual licensing fees are for these systems. Mr. Flower responded that Asset Management was \$16,000 a year and Cbiz \$9,000.

Mr. Ward was not happy with the amount spent on the scanners especially their resale value.

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**VI. ACTION ITEMS: OLD BUSINESS**

Mr. Powers acknowledged that he has reviewed our fixed inventory numerous times. He pointed out that our most valuable piece of equipment is our computer equipment. He feels that we are making bad decisions. We had an asset system that was automated and mechanized for the IT group that leveraged the infrastructure that was there. We are taking a step back, in that we are disposing of \$15,000 worth of equipment that is a year old, so that we can have a consultant firm to now do what we thought we could do ourselves. The IT group is now managing their inventory on a spreadsheet. Mr. Powers was upset that money was spent on these scanners and they are now worthless.

Mr. Powers asked about the TV's at Abbey Lane. He requested that they be given away rather than thrown away. Dr. Grossane noted that he would try to find someone to give them to.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0**

**VII. ACTION ITEMS: NEW BUSINESS**

2. **MOTION:** Mr. Powers moved, "WHEREAS, the General Douglas MacArthur High School has served the Levittown community, its residents and its children with fifty years of outstanding educational programs; and

RESOLUTION # 12-13-76  
50<sup>th</sup> Anniversary of General  
Douglas MacArthur High School

WHEREAS, the General Douglas MacArthur High School is celebrating its fiftieth anniversary during the 2012-2013 school year;

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, congratulate and commend the students, parents, faculty, staff, PTA and administration upon the occasion of the fiftieth anniversary of the General Douglas MacArthur High School for the caring and dedication given to the Levittown community, its children and its parents during the past fifty years."

Seconded: Mr. Moran

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

3. **MOTION:** Mr. Powers moved, "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Claims Auditor Report prepared by Albrecht, Viggiano, Zureck & Company, P.C., for the month ending August 31, 2012."

RESOLUTION #12-13-77  
Claims Auditor Report

Seconded: Mr. Moran

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**VII. ACTION ITEMS: NEW BUSINESS**

**NOTE:** Mr. Porrizzo reported that there were 50 confirming purchasing orders in the report. He explained that a confirming purchase order is when the invoice date precedes the purchase order date of an item. He noted this should not happen because of budgetary reasons and you run the risk of overspending your budget and budget categories. He pointed out that safeguards are put into place to avoid this and we are audited twice a month by the Claims Auditor. He felt this was a high amount of confirming purchase orders and asked for an explanation. Mr. Flower responded that the purchase orders for the months July, August and September are related to the budgeting process within the district. He explained that you cannot create a new purchase order until the new budget is in effect which is July 1<sup>st</sup> of every year. As a result, we as a district will often get invoices for renewal of services prior to the July 1<sup>st</sup> date, such as our insurance bill and magazine subscriptions. Mr. Flower remarked that because these invoices dates are prior to July 1<sup>st</sup>, the Auditors are claiming those to be confirming purchase orders. Mr. Flower shared that he has been working with our Internal Auditors who have a different take on this. They feel these invoices should not be considered confirming purchase orders because goods and services have not been received prior to the purchase order being put into place. Mr. Flower is looking into this difference in definitions. Another problem on some of the purchase orders, is that the requisition dates were all prior to the actual invoice date, but in the summer, the administration that is part of approval process is on vacation. Therefore, it can take several weeks to get approval and as a result, by the time it gets converted to a purchase order, its date is now after the invoice date. Mr. Flower is working with the auditors to be able to look back at the requisition dates because the district did make the effort to try to put the request in place prior to the invoice coming in. This spike in the number of invoices usually happens at the beginning of the year. Hopefully as the year progresses, the number will decrease significantly. Mr. Flower suggested bringing some of the confirming purchase orders to the Board to make a decision on payment. In this way, if the Board denies payment it will send a message that this can't continue. Mr. Porrizzo was not sure this would work since you should pay a vendor for a service performed. He commented that going further we will put the Claims Audit on the agenda and discuss it in public.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

4. **MOTION:** Mr. Powers moved, "WHEREAS, all claims, warrants and charges against the School District have been reviewed by the Internal Claims Auditor and have been certified by the Internal Claims Auditor for payment,

RESOLUTION # 12-13-78  
Warrants

NOW, THEREFORE, BE IT RESOLVED, that the September 2012 report of the Internal Claims Auditor be accepted."

Seconded: Mr. Moran

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

5. **MOTION:** Mr. Powers moved, "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Treasurer's Report for the month ending August 31, 2012, and place same on file.

RESOLUTION # 12-13-79  
Treasurer's Report

Seconded: Mr. Moran

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

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**VII. ACTION ITEMS: NEW BUSINESS**

6. **MOTION:** Mr. Powers moved, "WHEREAS, in compliance with with New York State Government Accounting practices, the attached list of budget transfers dated October 10, 2012 has been prepared and is recommended by the Assistant Superintendent for Business & Finance.

RESOLUTION #12-13-80  
Budget Transfers

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, approve the attached list of budget transfers."

Seconded: Mr. Moran

**MOTION CARRIED. Six members present voting yes.**

**APPROVED 6-0.**

7. **MOTION:** Mr. Powers moved, "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Appropriation and Revenue Status Reports for the period ending August 31, 2012."

RESOLUTION #12-13-81  
Appropriation and Revenue  
Status Reports

Seconded: Mr. Moran

**MOTION CARRIED. Six members present voting yes.**

**APPROVED 6-0.**

8. **MOTION:** Mr. Ward "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached 'Purchasing Policy & Procedures Manual' for the 2012-2013 school year.

RESOLUTION #12-13-82  
Purchasing Policy & Procedure  
Procedure Manual

**NOTE:** Dr. Grossane reported that the Manual was unchanged from last year. Mr. Porrazzo had some suggestions that were found to be covered in the policy.

Seconded: Ms. Marengi

**MOTION CARRIED. Six members present voting yes.**

**APPROVED 6-0.**

9. **MOTION:** Mr. Ward moved, "RESOLVED, that the Levittown Board of Education does, hereby, appoint Mr. Regan of the Board of Education, as legislative liaison for the 2012-2013 school year."

RESOLUTION #12-13-83  
Legislative Liaison

Seconded: Mr. Powers

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0**



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**VI. ACTION ITEMS: NEW BUSINESS**

- 10. MOTION:** Mr. Ward moved, "RESOLVED, that the Levittown Board of Education does, hereby, appoint the four individuals on the attached list dated October 5, 2012 as the Citizens Budget Advisory Committee for the 2013-2014 school budget development, with William Bogdanowich as temporary chairperson; and

RESOLUTION #12-13-84  
Citizens Advisory Committee  
for 2013/2014 Budget.

BE IT FURTHER RESOLVED, that this committee and its members shall abide by the policies of the school district and adhere to any guidelines established by the Board of Education for this committee."

Seconded: Ms. Marengi

**NOTE:** Mr. Porrazzo asked the District Clerk to alert the individuals that they have been approved for appointment to the committee.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

- 11. MOTION:** Mr. Moran moved, "RESOLVED, that the Levittown Board of Education does, hereby, appoint the thirteen people on the attached list to the Levittown School District Food Service Committee for the 2012-2013 school year."

RESOLUTION #12-13-85  
Food Service Committee-  
2012-2013 School Year

Seconded: Mr. Regan

**NOTE:** Mr. Porrazzo notices the names had not changed to serve on the committee. He had hoped to rotate new people on.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

- 12. MOTION:** Mr. Powers moved, "WHEREAS, the Levittown School District has undertaken a review and update of all existing Levittown Board policies; and

RESOLUTION # 12-13-86  
Approval of Policies

WHEREAS, the Levittown Board of Education has completed its review of policies 6000 through 6320 of the Personnel Policy series with all appropriate parties and revised same as necessary;

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Personnel Policy Series 6000 through 6320."

Seconded: Mr. Moran

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0**

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**VII. ACTION ITEMS: NEW BUSINESS– Continued**

- 13. MOTION:** Ms. Marengi moved, “RESOLVED, that the Levittown Board of Education does, hereby, declare the items on the following lists obsolete and that they may be discarded and/or donated as possible:
- RESOLUTION # 12-13-87**  
**Obsolete Equipment**

<u>School/Building</u>	<u>Number of Items</u>	<u>Date</u>
LMEC (computers)	1	July 27, 2012
LMEC (computers)	37	July 30, 2012
LMEC (computers)	7	August 17, 2012.”

Seconded: Mr. Ward

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

- 14. MOTION:** Mr. Regan moved, “RESOLVED, that the Levittown Board of Education does, hereby, accept with thanks the following gifts:
- RESOLUTION #12-13-88**  
**Gifts to Schools**

- a. school supplies (600 items) for kindergarten through grade 2 students, given by Dollar Tree Store #3042, 3767 Hempstead Turnpike, Levittown, NY 11756;
- b. checks for the following schools in the indicated amounts, given by Target Take Charge of Education, Mail Stop 2A-O, P.O. Box 59214, Minneapolis, MN 55459-0214
- |               |           |             |           |
|---------------|-----------|-------------|-----------|
| Abbey Lane    | \$ 708.12 | Summit Lane | \$ 426.30 |
| East Broadway | 1, 794.26 | Salk        | 573.93    |
| Gardiners     | 647.71    | Division    | 507.48    |
| Lee Road      | 779.52    | MacArthur   | 2,258.55  |
| Northside     | 704.25;   |             |           |
- c. \$500 worth of books for the Northside library, given by Target Books for Schools Award;
- d. a 2000 Hyundai Elantra (VIN KMHJF35F1YU959912) to be used by the GCTech Automotive Technology class, given by Christopher McAniss, 533 Gardiners Avenue, Levittown, NY 11756;
- e. a 1994 Mercury Villager (VIN 4M2DV11W1RDJ40568) to be used by the GCTech Automotive Technology class, given by EMJ Kings Park Auto Repair, Inc., 753 East Main Street, Kings Park, NY 11754.

Seconded: Mr. Ward

**NOTE: Mr. Porrazzo, thanked everyone for their donations to the district. Mr. Ward shared that you can sign up for the Target Take Charge of Education online.**

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

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VII. ACTION ITEMS: NEW BUSINESS– Continued

15. **MOTION:** Mr. Moran moved, “RESOLVED, that the pursuant to Commissioner’s Regulations of the New York State Education Law, the Levittown Board of Education does, hereby, approve the attached transportation contract between Island Trees U.F.S.D. and the Levittown U.F.S.D. for the 2012-2013 school year.”
- RESOLUTION #12-13-89  
Transportation Contract with Island Trees U.F.S.D.

Seconded: Mr. Powers

**NOTE:** Mr. Powers asked what was different about this contract from last year. Mr. Flower replied that this year we are picking up a student from Island Trees that lives near one of our transfer points and bringing him to Friends Academy. We are charging Island Trees \$2,000 for that student to ride our bus.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

16. **MOTION:** Mr. Regan moved, “RESOLVED, that the Levittown Board of Education does, hereby, enter into a Cross Contract with Eastern Suffolk BOCES for an agreement with Syntax Communication for communication services for the 2012-2013 school year.”
- RESOLUTION #12-13-90  
Agreement with Syntax Communication

Seconded: Mr. Moran

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

17. **MOTION:** Ms. Marengi moved, “RESOLVED, that the Levittown Board of Education does, hereby, rescind the appoint of Nixon Peabody as Bond Counsel for the Levittown School District for the 2012 – 2013 school year.”
- RESOLUTION #12-13-91  
Rescinding of Appointment of Bond Counsel – Nixon Peabody

Seconded: Mr. Moran

**NOTE:** Mr. Flower explained that we currently have \$15,000,000 worth of bonds from 2003 and 2006 that are callable. We can refinance these bonds at a much lower interest rate which can save the district \$900,000 over the remaining life of these bonds. Mr. Flower noted that part of the process is to hire a Bond Counsel to review the documents we are refinancing. He reported that our previous Bond Counsel, Nixon Peabody, gave us an estimate of \$205,000 to \$30,000 to represent the district. Most school districts on Long Island use Hawkins Delafield & Wood as their Bond Counsel and they came in with a price quote of \$12,000. Therefore, Mr. Flower was recommending rescinding Nixon Peabody who we appointed in the Reorganization Meeting and appoint Hawkins Delafield & Wood as our Bond Counsel. Mr. Porrazzo asked if the bonds were fully callable. Mr. Flower remarked that not all of 2006 were but the portion that is callable, we are going to call. Mr. Porrazzo stated that school districts must take advantage of market conditions and refinance their bonds at a rate similar to their building aid or they wind up with a negative situation. He noted this is a positive step.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

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**VII. ACTION ITEMS: NEW BUSINESS– Continued**

**18. MOTION:** Ms. Marenghi moved, “RESOLVED, that the Levittown Board of Education does, hereby, appoint Hawkins Delafield & Wood LLP as Bond Counsel for the Levittown School District for the 2012 – 2013 school year.”

RESOLUTION #12-13-92  
Appointment of Bond Counsel -  
Hawkins Delafield & Wood LLP

Seconded: Mr. Moran

**NOTE:** Mr. Cohen, district legal counsel, commented that he had worked with this firm and found them to be very competent and responsible.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

**19. MOTION:** Mr. Moran moved, “To approve the following Schedules:

RESOLUTION# 11-12-93  
Schedules

Schedule 12-G-5 (Resignation/Termination – Certified Personnel).”	1001	
Schedule 12-GG-5 (Resignation/Termination-Non-Instructional Personnel).”	1002	
Schedule 12-H-6 (Appointments – Certified Personnel).”	1003	
Schedule 12-H-6a (Appointments – Administrators).”	1004	
Schedule 12-H-6al (Appointments – Salary Change, Instructional Personnel).”	1005	
Schedule 12-H-6c (Designation - Consultants).”	1006	
Schedule 12-H-6g (Designation – Coaches).”	1007	
Schedule 12-H-6h (Appointments – Extra-Curricular).”	1008	
Schedule 12-HH-6 (Appointments – Non-Instructional Personnel).”	1009	
Schedule 12-HH-6al (Appointments, Salary Change, Non-Instructional Personnel).”	1010	
Schedule 12-K-4 (Leave of Absence – Certified Personnel).”	1011	
Schedule 12-O-4 (Students with Disabilities).”	1012	<b>PULLED</b>

Seconded: Ms. Marenghi

SEPARATE VOTE ON Schedule 12-HH-6al

**MOTION CARRIED. Four members voting yes.  
Two members abstaining (Mr. Powers and Mr. Ward)**

**APPROVED 4-0-2.**

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VII. **ACTION ITEMS: NEW BUSINESS**– Continued

VOTE ON ALL OTHER SCHEDULES:

**AMEND AS FOLLOWS:** Schedule 12-O-4 - **PULLED**

**MOTION CARRIED. Six members voting yes.**

**APPROVED AS AMENDED 6-0.**

20. **Ad Hoc –**

a. Policy Series Review – Personnel 6410 – 6552 – 2<sup>nd</sup> read

Ms. Rhatigan remarked that this was the second reading for these policies and there were no changes.

b. Policy Series Review – Administration 4100-4420 – 1<sup>st</sup> read

Dr. Grossane went over the new policies. He noted that there would be changes to Policy #4211 and he would review Policy #4240 with legal counsel.

c. DAHS Money Reallocation (brick walkway)

Dr. Grossane noted a Board member had requested information on this subject, specifically how the money was raised. He reported that after looking through documents from the Central Treasury, advisors receipts and checks written it was determined that all funds were raised through student fundraising efforts and the sale of bricks. The district never spent any of their money.

d. School Lunch Size

Dr. Grossane remarked that quite a bit has been said regarding the size of school lunches. He commented that this is a repercussion of the change in Federal guidelines. Dr. Grossane mentioned that we can't change portion sizes. Mr. Flower reported that he was working with Chartwells on possible solutions, such as increasing the number of chicken Mc Nuggets and using larger rolls. He pointed out that unfortunately, the amount of protein is limited. Mr. Flower shared that Chartwells will be selling an additional hot entrée item and additional meat on the sandwich as an ala carte item, to be able to increase the serving size of the sandwich. The Board had questions and suggestions on some of these issues such as offering an additional half sandwich. Mr. Porrazzo acknowledged that the district is doing everything it can to help this situation but that this is really a federal problem.

Mr. Ward asked about if all the vending machines were installed. Mr. Flower responded that the majority of the machines were in but that there was an issue at Salk for the snack machine because they don't have a location big enough. He reported that My Healthy Things was having problems with their vendor on delivery of machines, therefore some of the teachers lounges were waiting for their machines.

Mr. Porrazzo inquired if we had a report on sales. Mr. Flower answered that the report was due in any day now.

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VII. ACTION ITEMS: NEW BUSINESS– Continued

Mr. Powers said he assumed that the majority of the problem with lunch size was mainly with the bigger children in middle school and high school and most of the solutions mentioned were for the high school students. Mr. Flower responded that unfortunately, the elementary schools don't have as much of an ala carte option and it is more difficult for them. Mr. Ward asked if we could add more ala carte items on the elementary level. Mr. Flower answered that he would look into this but the challenge is to figure out how to charge for this. Mr. Powers reported that there were a lot of complaints on the lunch size and he commended all of Mr. Flower's efforts. He suggested that we communicate with the students and parents all the options that are available. Mr. Flower noted that the participation rate is declining significantly and will have an impact on our revenue stream.

e. Capital Projects/Recommendation

Dr. Grossane remarked that there was much discussion regarding renovation plans, the roofing and masonry project that our engineers had recommended we do and plans for the renovation of the cafeterias at the high schools. Since we know from experience that the approval process takes a long time, I am recommending that we move forward with making decisions on these projects. Dr. Grossane is looking for guidance on how the Board would like to proceed. He felt the roofing and masonry projects can be put forth on an emergency basis to be completed within eighteen months. The turnaround time for approval on this project, should be quick since emergency projects are given priority. We could use money from the Unappropriated Fund Balance to pay for it. He commented that although the Board has concerns with some of the design for facial work and reconstruction, he feels this project should be done as it would benefit our buildings. Additionally, Dr. Grossane is suggesting having our architectural firm put forth an application for the MacArthur cafeteria renovation as well. These projects could be funded through our existing Capital Fund. Both our legal counsel and bond counsel agree this is an appropriate use of these funds since it is for building renovations. Dr. Grossane commented that we were given a large scope and sequence of projects ongoing throughout the district. In order to complete all of these projects we need to establish a Capital Reserve Fund. Once this is done, we can put forth a vote to the community. Dr. Grossane feels as homeowners, residents will support and understand the need to maintain our buildings as a good investment. If the Capital Reserve Fund is established prior to the Budget Vote, we can then ask for voter approval for other projects to be done in logical sequence. Dr. Grossane stressed that it is crucial we move forward.

Mr. Porrizzo agreed that we have discussed this issue at length and we need to bring closure and decide how to proceed. He questioned Mr. Flower on an item in the draft of the Audit Report regarding the Excel Project. Mr. Flower commented that we are still seeking feedback from our external auditor on a bond from July 2011 but that there is no need for further borrowing. Mr. Porrizzo asked questions on monies available. Mr. Flower explained that we have six million in the Capital Fund for renovations and miscellaneous repairs throughout the district. What we need is six million to be appropriated out of the existing Fund Balance for emergency projects. Mr. Porrizzo commented that he is personally in favor of this since it will have no impact on the tax payer because it is part of money already in the bank.

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**VII. ACTION ITEMS: NEW BUSINESS– Continued**

**20. Ad Hoc –Continued**

Mr. Regan remarked he was in support of doing this because it needs to be done. Our buildings are old and need to be worked on. He commented that our cafeterias are in terrible shape and it is our job to make this decision.

Mr. Powers wanted to know what was expected of the Board. Dr. Grossane stated that he wanted a consensus from the Board to move forward with the projects and have the architects make an application to SED. Mr. Flower shared that he wanted to move forward and put resolutions on the Agenda to declare the masonry and roofing projects as emergency projects and for the allocation of the money out of the Unappropriated Fund Balance to pay for this. Mr. Powers stated that he would have liked to have funded it differently. The consensus of the Board was to move forward.

Dr. Grossane reported that there had been a question on the billing on some projects that we received from our architects. He noted that our legal counsel has given us guidance on that. Mr. Cohen explained that he recommended they be paid not based on a percentage of the total Project, but on an hourly rate for time and material. Dr. Grossane noted he would meet with Lucchesi Engineering in the morning. Mr. Porrizzo mentioned to Mr. Flower that the Capital Project Plan Book that was assembled should be dissected and allocated to the projects as costs to the project and he would like to see that come out of the percentage they are being paid.

f. MSG Varsity/Verizon FIOS

Dr. Grossane recommended that we move forward with both companies. The Board agreed.

g. Follow up on Policies

Ms. Rhatigan clarified some of the questions the Board had on the Dignity for All Policy and Concussion Policy. Regarding the Concussion Policy, she noted that “return to play” meant the same as “return to learn.” Considering the 300 free bees for baseline testing, she reported that Mr. Snyder had selected the spring La Cross players to be tested. Ms. Rhatigan pointed out that Mr. Cohen had reviewed the policy regarding the comments from the Board and reported it was fine. Additionally, the district physicians checked the policy and stated it looked good. Regarding the Dignity for All Policy, Ms. Rhatigan passed out packets with information. She noted that there has been ongoing training, committees formed and rubric reviewed.

h. Legislative Grant

Mr. Porrizzo reported that this year, districts received an unexpected Legislative Grant. Levittown received approximately \$58,000 which was not budgeted for. He noted that this money can be spent at the discretion of the Board. He was recommending that we allocate this money to each of our schools with \$9,000 going to each high school, \$9,000 to each middle schools and \$3,000 to each

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VII. **ACTION ITEMS: NEW BUSINESS– Continued**

20. **Ad Hoc –Continued**

of the elementary schools since these feed into the middle schools. Mr. Porrazzo stated it could be used at the Principal's discretion to fund a special project. He asked for Board members comments.

Mr. Ward liked the idea of an equal payout but would like to see more money go to the elementary schools.

Mr. Regan wanted to see some restrictions put on how the money is to be used.

Ms. Marenghi remarked that often when splits are made of money it is not equal because some schools have a different number of students. She personally felt this is unfair but agreed to the special projects.

Mr. Powers liked the idea of a centralized project for each school.

Mr. Flower suggested doing a budget transfer to the Special Aid Fund. He noted that the money is revenue so it has to be reported in the general fund but by transferring it, we can create budget accounts for the principals to use.

Dr. Grossane thanked Mr. Porrazzo for this great idea. He remarked he liked the concept of special projects and would have each principal submit a special project proposal. Since all Board members were in agreement, Dr. Grossane asked Mr. Flower to start on the budget transfer and he will craft a memo to the principals.

VIII. **ADJOURN**

**MOTION:** Ms. Marenghi moved, seconded by Mr. Regan to adjourn the public meeting 10:15 PM.

**ADJOURNMENT**

Respectfully submitted

Elizabeth Appelbaum  
District Clerk

**NOTE: TAPES OF THE MEETING ARE AVAILABLE FOR REVIEW AT THE LEVITTOWN LIBRARY**



**ATTACHMENTS TO BOARD OF EDUCATION MINUTES**

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**V. PUBLIC BE HEARD**

**PLEASE NOTE: COPIES OF ATTACHMENTS SUBMITTED ARE GIVEN TO THE BOARD OF EDUCATION AND THEN KEPT WITH THE OFFICIAL MINUTES IN THE DISTRICT CLERK'S OFFICE.**

**The guidelines pertaining to Public Be Heard were read. Dr. Grossane and/or Board members will respond to questions, after the last speaker is heard.**

**Kenneth Borne Jr.                      28 Rainbow Lane**

Mr. Borne reported that his daughter, a kindergarten student at Abbey Lane, has severe allergies. He talked about her condition. He stated that her Allergist recommended that an epi-pen be available at all times. Mr. Borne noted that the staff at Abbey Lane have been wonderful and put together a health plan for his daughter. Mr. Borne's concern is with bus transportation since she is in the bus route with a Bowman bus driver, not a Levittown school district bus driver. He explained that Bowman bus drivers are not trained to use or carry an epi-pen. Mr. Borne noted he had spoken to the Assistant Superintendent for Business, Mr. Flower, regarding this problem. He acknowledged that Mr. Flower has been very helpful and told him the Board was voting on replacing a retired bus driver this evening. He expressed his gratitude for all the help the district has given him and how he is comforted to know that his daughter is covered no matter where she goes.

**Jane Finkelstein                      848 Mayer Drive, Wantagh, NY**

Ms. Finkelstein was speaking tonight on issues with the Office of Curriculum and Instruction. In regards to the Action Plan for improving student assessment and Regents results, she noted that she had seen plans before but they never go anywhere. Ms. Finkelstein's major concern was why there were no vocabulary books at Salk. She reported that there was a lot of confusion between administration and parents on this subject. She remarked that students were told by teachers that there wasn't any money for books. The teachers are making copies for their classes because there are no workbooks. Ms. Finkelstein inquired as to what other materials the students across the board are missing. Another question asked was if the students are being taught vocabulary by isolation. She felt vocabulary should be taught in context. Ms. Finkelstein commented that dissemination of information to the faculty and parents is lacking.

**Kevin Brady                              51 Bobolink Lane, Levittown, NY**

Mr. Brady, from the Levittown Property Owners Association, spoke about the victory the community had against the condos that were supposed to be built in the north end of Levittown. They would have changed the zoning laws and allowed for dense projects to go up against single family homes. Mr. Brady stated this victory was achieved by the efforts of a lot of citizens especially the PTA's of Northside and Summit Lane and the local parents.

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**Mari-Anne Cafarelli                      891 Alan Dr., Wantagh, NY**

Ms. Cafarelli's concern was with the lack of books in some of the classes, specifically in Marine Science. She noted that the teachers are confused about what happened to them. She remarked that students are copying notes from the blackboard or dittos. Ms. Cafarelli feels this wastes time that the students could be using to listen to the teacher and learn the material. Additionally, she is worried about the confusion with the vocabulary books. Ms. Cafarelli was informed by a teacher that she could purchase a book on line for her daughter.

**RESPONSES:**

**In response to Mr. Borne's comments:**

Dr. Grossane thanked Mr. Borne for his comments and was glad we could resolve his situation.

Mr. Porrazzo wanted more information regarding the replacement bus driver. Mr. Flower reported that a bus driver had retired over the summer and a new one is being hired.

Ms. Marengi commented that Levittown bus drivers are trained in the use of epi-pens but Bauman bus drivers are not. If Mr. Borne's daughter is on a Bauman bus, Ms. Marengi wants to look into alternatives to drive her to school. She feels it is important that since we have the validation of the severity of her allergies, we go the extra mile to make sure she has the support she needs on the bus.

Mr. Flower explained that our bus drivers pick their routes at the beginning of the school year. Unfortunately this route was not picked and from a contractual stand point, we could not reassign the route. Therefore, the route went to a Bauman driver. Mr. Flower reported that the Borne's were offered to have a special needs bus transport their daughter but they declined. We worked out a compromise with the Borne's, in that when the new driver is hired, we would replace the Bauman bus with a district run bus.

Mr. Power wanted to know if this solution accounts for all contingencies including if the bus driver is absent. Mr. Flower replied that all district drivers are trained in the use of the epi-pen. He remarked that the problem with Bauman drivers is we do not know from day to day who the driver is or who would have the epi pen. Therefore we could not rely on them.

Mr. Ward asked if Bauman was the only company that has drivers not trained in epi-pens. Mr. Flower answered that Bauman won the bid for regular school transportation and we are using seven of their buses.

**ATTACHMENTS TO BOARD OF EDUCATION MINUTES**

**In response to Mr. Brady's comments:**

Dr. Grossane thanked Mr. Brady for his kind words.

**In response to Ms. Finkelstein inquiry:**

Dr. Grossane responded that he was unaware of any problems with vocabulary books. He remarked that the district does not teach vocabulary in isolation. Therefore, there should be no vocabulary book. Dr. Grossane stated that he would be in touch with the English Department to find out what the concerns are.

Mr. Powers reported that every year, during the first week of school, he hears issues about books. He commented that it's a big district and we are dealing with a large amount of books. Mr. Powers noted that he waits until the second week to address these issues if he is still receiving inquiries. He remarked that no one has contacted him about recurring issues.

Mr. Ward commented that teachers should not be telling students or parents that the district does not have money for books. Dr. Grossane stated that these comments are erroneous, uninformed and upsetting.

**In response to Ms. Cafarelli concerns:**

Dr. Grossane commented that the Marine Science books should have been available and he was surprised that they weren't. He would look into the mix up and report back as soon as possible.

Respectfully submitted,

Elizabeth Appelbaum,  
District Clerk