

**BOARD OF EDUCATION  
LEVITTOWN UNION FREE SCHOOL DISTRICT  
LEVITTOWN, NY**

**MINUTES**

**THE REGULAR MEETING OF THE BOARD OF EDUCATION** was duly called and held on Wednesday, December 13, 2017 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 Public Library and posted on the district's website. Further, all members of the Board of Education had due notice of said meeting.

**BOARD MEMBERS**

Ms. Peggy Marenghi, President  
Ms. Marianne Adrian, Vice President  
Mr. Dillon Cain  
Ms. Christina Lang  
Ms. Jennifer Messina  
Mr. James Moran  
Mr. Michael Pappas

**ADMINISTRATION**

Dr. Tonie McDonald – Superintendent of Schools  
Mr. Bill Pastore– Assistant Superintendent  
Ms. Debbie Rifkin – Assistant Superintendent  
Dr. Donald Sturz- Assistant Superintendent  
Mr. Todd Winch – Assistant Superintendent

**OTHERS**

Mr. Bob Cohen – Legal Counsel  
Ms. Elizabeth Appelbaum – District Clerk  
Ms. Erin Cassano – Student Liaison MacArthur High School  
Ms. Sonia Inderjit – Student Liaison Division Avenue High School

**I. CALL TO ORDER**

A. Ms. Marenghi, President, called the Regular Board Meeting to order at 6:30 PM. On a motion by Ms. Adrian, seconded by Ms. Lang and approved (7-0) that the Board adjourn to Executive Session for the purpose of negotiations conducted pursuant to the Taylor Law involving the Confidential employees.

B. The Board reconvened to Public Session at 7:30 PM on a motion by Mr. Cain seconded by Ms. Lang and approved (7-0). Ms. Marenghi asked everyone to stand for the Pledge of Allegiance and requested a moment of silence for all the men and women serving our country at home and abroad.

**II. REPORTS**

A. Student Presentations  
(none)

B. Recognition ( in Auditorium)

i. Musical Presentation: MacArthur High School Wind Ensemble

Dr. McDonald thanked the musicians who performed several holiday songs for a wonderful performance.

ii. Chip and Dip – Sydney Schneider

Mr. Sheehan, Principal of MacArthur High School, introduced Sydney Schneider, a current MacArthur Senior, who recently turned her middle school English project into a published children’s book creating the storyline and illustrations herself. The Board congratulated Ms. Schneider on her achievement.

iii. Fall Sports Recognition

Mr. Winch introduced Mr. Snyder, Director of Physical Education, Athletics, Chairperson of Physical Education, who introduced the students who were to be honored tonight for their achievements in Fall sports. He thanked all the coaches for doing a great job and the parents for all their support from home.

He noted some of the honors received by the teams were: Senior Scholar Athlete, Scholar Athlete, Scholar Athlete Team, Academic All-Conference, All Conference, Honorable Mention All-County, All County, All Class, Conference Player of the Year, Defensive Player of the Year, Conference Goal Keeper of the Year, Sportsmanship Award, Unsung Hero Award, and Coach of the Year. Mr. Snyder commented that he was proud of all of these students. The Board congratulated the athletes.

**NOTE: The Board returned to the Large Board Room at 8:00 pm to continue the meeting.**

iv. Art Display – Wisdom Lane

Ms. Marengi commented on the beautiful art display by the students at Wisdom Lane School.

C. Superintendent

1. Comments and Reports  
(none)

2. Follow-up to Prior Public Be Heard Questions

Dr. McDonald read a letter to Brooke Gambino, a Medical Assistant student at GC Tech, regarding her questions about extra-curricular activities and participation of government work required of students in order to achieve the credit required for graduation at GC Tech.

3. Follow-up to Board Questions

Dr. McDonald answered questions asked by Ms. Messina regarding a purchase order for Learning A to Z.

D. Board of Education

1. Comments and Reports  
(none)

2. Correspondence  
(none)

3. Student Liaisons

Ms. Cassano, the student representative from MacArthur High School, reported that the musical performance of Beauty and the Beast was enormously successful with not an empty seat to be found during each of the four performances; two sophomore students were named HOBY winners for exceptional leadership abilities; the Guidance Office facilitated a workshop for all 9<sup>th</sup> grade parents which discussed graduation requirements; and Winter Concert performances are being planned. Ms. Cassano wished everyone a very happy and healthy holiday season.

The Student Liaison for Division, Ms. Inderjit, announced that: the Blue and Silver Luncheon was held to celebrate the Class of 2018 top achievers; two students were honored at St. Joseph's Hospital 2017 Photography Contest; Parent Teacher Information night was recently held to discuss various graduation requirements; the Girls Swim Team earned All-Conference honors; the Varsity Cheerleading Team earned a bid to compete at a National Level; Winter Concerts are scheduled to be held; the Pioneer Scholarship was awarded to two students; the Board Game Day was recently held; and a senior was named as a Coca Cola Semifinalist.

Dr. McDonald noted that the Beauty and the Beast was a truly amazing show that everyone enjoyed. It was wonderful to see the accomplishments of the students at the Blue and Silver Luncheon.

IV. PUBLIC BE HEARD

Comments appear at the end of the minutes.

V. CONSENT AGENDA

1. Minutes - Approval of Minutes

RESOLUTION # 17-18-155

**MOTION:** "Make the necessary corrections and move the approval of the minutes of the November 15, 2017 Regular Board Meeting."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

RESOLUTION #17-18-156

2. Warrants

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

NOW, THEREFORE, BE IT RESOLVED, that the NOVEMBER 2017 report of the Claims Auditor be accepted."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

RESOLUTION # 17-18-157

3. Business Office Reports

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, accept the following reports from the Business Office:

- Appropriation and Revenue reports for the month ending 10/31/17
- Claims Auditors Report prepared by Nawrocki Smith LLP for the month ending November 2017
- Treasurer's report for the month ending October 2017
- Trial Balance for the month ending 10/31/2017
- Credit card statement from Citibank for the period ending 10/22/17 and 11/22/7."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

4. Extra Classroom Activity Fund Treasurer's Reports

RESOLUTION #17-18-158

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Extra Classroom Activity Fund Reports for the period July 1, 2017 through September 30, 2017."

**RESULT:** MOTION CARRIED (7-0-0)  
**MOVER:** James Moran  
**SECONDER:** Marianne Adrian, Vice President  
**AYES:** Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

5. Annual Audit Report - Management Letter

RESOLUTION #17-18-159

**MOTION:** "RESOLVED, that the Board of Education accept the annual Audit Report from R.S. Abrams dated November 6, 2017 for the period ending June 30, 2017 and the Corrective Action Plan in response to the auditor's recommendations contained in the report;

BE IT FURTHER RESOLVED, that the Assistant Superintendent for Business and Finance is authorized to submit the corrective action plan to New York State."

**RESULT:** MOTION CARRIED (7-0-0)  
**MOVER:** James Moran  
**SECONDER:** Marianne Adrian, Vice President  
**AYES:** Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

6. Risk Assessment Update Report - Corrective Action Plan

RESOLUTION #17-18-160

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Risk Assessment Update Report and the Corrective Action Plan in response to the Internal Auditor's recommendations contained in the report dated October 21, 2017.

BE IT FURTHER RESOLVED, that the Assistant Superintendent for Business and Finance is authorized to submit the Corrective Action Plan to New York State."

**RESULT:** MOTION CARRIED (7-0-0)  
**MOVER:** James Moran  
**SECONDER:** Marianne Adrian, Vice President  
**AYES:** Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

7. Cullen and Danowski Engagement Letter

RESOLUTION #17-18-161

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached Engagement Letter from Cullen and Danowski dated November 9, 2017 for agreed-upon procedures listed therein, and;

BE IT FURTHER RESOLVED that the Board of Education President is, hereby, authorized to execute the contract."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

8. Confidential Employee Sick Bank

RESOLUTION #17-18-162

**MOTION:** “WHEREAS, due to extenuating circumstances relating to a serious personal illness, Confidential Employee No. 2941 is expected to exhaust her available sick leave before the end of the 2017-2018 school year; and

WHEREAS, the District’s other Confidential employees have requested that the District permit them to donate accrued sick leave time to a sick leave bank for Employee No. 2941’s use following the exhaustion of her accrued sick leave; and

WHEREAS, the Board of Education is amenable to this request, pursuant to the following terms and conditions; and

NOW, THEREFORE, BE IT RESOLVED, that Employee No. 2941 will be permitted to accept voluntarily donated sick leave days during the 2017-2018 school year, provided that she has first exhausted all of her accrued leave time; and

BE IT FURTHER RESOLVED, that during the 2017-2018 school year only, each of the District’s Confidential employees may voluntarily donate up to ten accumulated sick leave days below their personal sick leave accrual cap for the purpose of establishing a sick leave bank (“the Bank”) for Employee No. 2941’s exclusive use during the 2017-2018 school year for any needed sick leave; and

BE IT FURTHER RESOLVED, that the District’s Confidential employees may not re-accrue any days that are donated to Employee No. 2941; and

BE IT FURTHER RESOLVED, that donated days will be made available to Employee No. 2941, as needed, in an effort to maintain her on the payroll during the 2017-2018 school year. Employee No. 2941 may apply donated days retroactive to the first day on which she would otherwise be off of the District’s payroll. If Employee No. 2941’s absence from work continues beyond the 2017-2018 school year, any unused days left in the Bank may be applied to her absences in subsequent school years; and

BE IT FURTHER RESOLVED, that days donated to the Bank may not, under any circumstances, be returned to the donor, including in the event that Employee No. 2941 no longer needs to utilize them; and

BE IT FURTHER RESOLVED, that Employee No. 2941, when utilizing days from the Bank, will be governed by the same rules, procedures, policies, protocols, memorandum of understanding and contract provisions as apply to the use of ordinary sick leave; and

BE IT FURTHER RESOLVED, that nothing contained in this resolution, including the existence of unused days in the Bank, will in any way be construed as precluding the District from taking any

action pursuant to law that it may deem to be necessary with regard to Employee No. 2941's employment status, subject to all otherwise applicable legal requirements and obligations; and

BE IT FURTHER RESOLVED, that the District will provide Employee No. 2941, upon reasonable request, with information pertaining to the total number of days donated and used, as well as the number of days remaining in the bank."

**AMEND AS FOLLOWS:** Paragraph five should read, BE IT FURTHER RESOLVED, that during the 2017-2018 school year only, **due to the size of the Confidential Group**, each of the District's Confidential employees may voluntarily donate up to ten accumulated sick leave days below their personal sick leave accrual cap for the purpose of establishing a sick leave bank ("the Bank") for Employee No. 2941's exclusive use during the 2017-2018 school year for any needed sick leave; and

<b>RESULT:</b>	<b>APPROVED AS AMENDED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

9. Change Order

RESOLUTION #17-18-163

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, approve the following Change Order:

Change order #1 JNS Heating Services    Cooling Station - Lee Road                      \$ 2,400.63

BE IT FURTHER RESOLVED, that the President of the Levittown Board of Education is, hereby, authorized to sign the attached change order."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

10. Contract Auctions International

RESOLUTION#17-18-164

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and Auctions International to handle the auctioning off of surplus items from 12/2017 through 12/2019.

BE IT FURTHER RESOLVED, that the President of the Levittown Board of Education is, hereby, authorized to execute the contract."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

11. Contract for June 2018 Commencement - Hofstra University RESOLUTION #17-18-165

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and Hofstra University in the amount of \$16,236.00 for two high school graduation rehearsals and ceremonies for Division Avenue HS and MacArthur HS to be held at the David S. Mack Sports Complex of Hofstra University on May 23, 2018 and June 16, 2018;

BE IT FURTHER RESOLVED that the Board of Education President is, hereby, authorized to execute the contract."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

12. Lease of Little Red School House to Teachers Pets Child Care Center, Inc. RESOLUTION #17-18-166

**MOTION:** "Whereas, it is mutually beneficial to the Levittown Public Schools and Teachers Pets Child Care Center, Inc. to amend the lease agreement for the "Little Red School House;"

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education approve the attached third amendment to the lease agreement for five years (August 1, 2017 to July 31, 2020) between the Levittown Public Schools and Teachers Pets Child Care Center, Inc. and that the President of the Board of Education is, hereby, authorized to sign the attached amended lease agreement. "

**AMEND AS FOLLOWS: Change the lease agreement to three years instead of five years.**

**Note: Mr. Moran asked why the lease is for three years instead of five. Dr. McDonald responded that they requested three years.**



<b>RESULT:</b>	<b>APPROVED AS AMENDED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

14. Agreement with Educational Data Services

RESOLUTION # 17-18-167

**MOTION:** "RESOLVED, WHEREAS, it would be in the interest of the Levittown Union Free School District, as advertised and awarded by the Clarkstown Central School District and acting as the Lead Agency, as provided by General Municipal Law Section 119-0 and,

WHEREAS, the Board retains the legal authority to contract with the successful vendor(s) and shall not be bound by purchase contracts and other agreements made by the other Board(s), therefore,

BE IT RESOLVED, that the Board of Education of the Levittown School District, hereby agrees to continue participation in such cooperative bids, and;

BE IT FURTHER RESOLVED that the President of the Levittown Board of Education and the Assistant Superintendent for Business and Finance are, hereby, authorized to accept the attached agreement."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

15. Inter-municipal Agreements - Fuel

RESOLUTION # 17-18-168

**MOTION:** "RESOLVED, pursuant to Article 156.5 of the New York State Education Law, the Levittown Board of Education, does, hereby, approve the attached Inter-municipal Agreements between the Levittown Union Free School District and the following school district for the purpose of Levittown providing access to the fueling station;

- Island Trees School District

BE IT FURTHER RESOLVED that the Board of Education President is, hereby, authorized to execute the agreements and the coordinating contracts."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

16. Island Trees UFSD IMA Transportation Contract

RESOLUTION # 17-18-169

**MOTION:** "RESOLVED, that pursuant to Article 156.5 of the New York State Education Law, the Levittown Board of Education does, hereby, approve the contract with the Island Trees UFSD for transportation services for the 2017-2018 school year.

BE IT FURTHER RESOLVED, that the President of the Board of Education is, hereby, authorized to execute the contract(s)."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

17. Special Education Contracts

RESOLUTION # 17-18-170

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contracts between the Levittown Public Schools and the following vendors to provide special education services for the 2016 - 2017 and 2017 - 2018 school year.

- Westbury UFSD (2016-2017)
- Westbury UFSD (2017-2018)
- Locust Valley Central School
- West Hills Academy

BE IT FURTHER RESOLVED that the Board of Education President is, hereby, authorized to execute these contracts."

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

18. Obsolete Equipment

RESOLUTION # 17-18-171

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, declare the equipment on the

attached list obsolete and that the item may be discarded and/or sold at the highest possible salvage value.”

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

19. Obsolete Books

RESOLUTION # 17-18-172

**MOTION:** “RESOLVED, that the Levittown Board of Education does, hereby, declare the books on the attached lists obsolete and that the items may be discarded and/or donated as possible or sold at the highest salvage value.

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

20. Approval of Board of Education Policies

RESOLUTION #17-18-173

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, approve the following revised policies:

- Policy #6551 Family and Medical Leave Act
- Policy #3272 Advertising in the Schools/Commercial Sponsorship of School Activities

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

21. Schedules

RESOLUTION # 17-18-174

**“MOTION:** That the Levittown Board of Education does, hereby, approve the following schedules:

- 1001 “Resignations/Terminations, Certified Personnel”
- 1002 “Resignations/Terminations, Non-Instructional”
- 1003 “Appointments, Certified Personnel
- 1004 “Designation, Coaching”

- 1005 “Extra -Curricular” Extracurricular
- 1005.1 “Designation, Consultants”
- 1006 “Appointments, Non-Instructional”
- 1007 “Tenure, Certified Personnel”
- 1008 “Salary Change, Non-Instructional”
- 1009 “Leave of Absence, Certified Personnel”
- 1010 “Students with Disabilities”

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	James Moran
<b>SECONDER:</b>	Marianne Adrian, Vice President
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

V. ACTION ITEMS

A. New Business

1. Gifts to Schools

RESOLUTION # 17-18-175

**MOTION:** "RESOLVED, that the Levittown Board of Education does, hereby, accept with thanks the following gifts:

- A 1999 Honda Accord (Vin No. JHMCG6670XC025956) for use in GC Tech automotive class from Michael and Elayne Litterello, 220 Sprucewood Drive, Levittown, NY 11756
- A 1999 SCI Saturn and GM maintenance books for the 1999 Saturn for use in GC Tech automotive class from Joseph A. Cistelli, 15 Elm Court, Sayville, NY 11782
- A check in the amount of \$2,000 to be used for Division Avenue High School Scholarships for the Class of 2018 from Lifetouch National School Studios, 11000 Viking Drive, Eden Prairie, MN 55344
- A check in the amount of \$2,289.03 to be deposited in the Division Avenue High School General Student Fund from Lifetouch National School Studios, 11000 Viking Drive, Eden Prairie, MN 55344
- A check in the amount of \$225.55 to be used to pay the outstanding lunch balances for any student at Lee Road School from Mr. James Myers, 840 Ardmore Place, Bellmore, NY 11710-4600
- Two checks in the amount of \$10.00 and \$15.00 to be deposited in the Northside Activity Fund from Neiman Marcus Group Associate Giving Program, 2508 Highlander Way, Suite 210, Carrollton, TX 75006.”

**NOTE: The Board thanked all the generous donors.**

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	Christina Lang
<b>SECONDER:</b>	Mike Pappas
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

VI. AD HOC  
(NONE)

VIII. MOTION TO ADJOURN

<b>RESULT:</b>	<b>MOTION CARRIED (7-0-0)</b>
<b>MOVER:</b>	Jennifer Messina
<b>SECONDER:</b>	Mike Pappas
<b>AYES:</b>	Adrian, Lang, Marengi, Pappas, Cain, Moran, Messina

The Board wished everyone Happy Holidays and adjourned the public meeting at 8:15 PM.

Elizabeth Appelbaum  
District Clerk

NOTE: Tapes of the meetings are available for review at the Levittown Library.

