

**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, January 10, 2018 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 Marengi, President
Ms. Marianne Adrian, Vice President
Mr. Dillon Cain
Ms. Christina Lang
Ms. Jennifer Messina
Mr. James Moran – excused absence
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 – excused absence
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. Marengi, President, called the Regular Board Meeting to order at 6:30 PM. On a motion by Ms. Adrian, seconded by Ms. Lang and approved (6-0) that the Board adjourn to Executive Session for the purpose of negotiations conducted pursuant to the Taylor Law involving the CSEA.

B. The Board reconvened to Public Session at 7:30 PM on a motion by Mr. Cain seconded by Ms. Lang and approved (6-0). Ms. Marengi 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

B. Recognition

Student Art Presentation - Northside School

Ms. Marengi thanked the students from Northside for the lovely art work in the Board Room and hallway. She pointed out the beautiful sunflowers on display.

C. Superintendent

1. Comments and Reports

A. Levittown for Levittown

Dr. McDonald remarked that the District has been working on the Levittown to Levittown Fundraiser. She noted that the monetary portion has come to an end, raising approximately \$14,000. She thanked Michelle Ortiz for all her help and hard work, especially since the schools had no electricity or phone service. Dr. McDonald noted that Michelle was able to identify five schools within the Levittown, Puerto Rico area, four elementary and one high school. She stated that the most recent communication Ms. Ortiz had with the schools is that the high school still does not have electricity. Therefore, they are requesting a generator be bought with the money raised. The Board had a discussion on how best to use the money collected. Several suggestions were made and the final decision was to ask each school what they needed and see if we have enough money to purchase it. Additionally, Dr. McDonald noted that the District had some old athletic uniforms that just said "Levittown" that will also be sent to the schools.

B. Presentation on Turf Fields - Laser

Mr. Pastore reported that the District is in the process of installing new turf fields. He noted that we are in litigation with the previous company, Field Turf, that provided the turf. Mr. Pastore introduced Mr. Anthony Gulino, a representative of Laser, the company we plan on using to install the turf. Mr. Gulino, discussed the different types of turf and the process used to install it. He noted that the District's building and grounds crew would be trained on how to groom the fields. Mr. Pastore stated that we would like to start the process this winter at the MacArthur field and have it ready for spring sports. The Board asked questions such as the warranty period, drainage and logos. A student in the audience had a concern regarding the net that will surround the turf field since he is on the cross country track and field team. Mr. Gulino remarked that overlapping openings will be put in the netting to accommodate these individuals who walk through. Dr. McDonald asked the football players in the audience if they would want a piece of the old field. They responded enthusiastically affirmatively.

2. Follow-up to Prior Public Be Heard Questions
(none)

3. Follow-up to Board Questions

Dr. McDonald answered several questions asked by Board members prior to the Board meeting on: Henrich Equipment, Fourth Wall Scenic Rental Agreement, the cost of the Division Avenue and MacArthur Show, and on the Warrants.

- D. Board of Education
 - 1. Comments and Reports

Ms. Marenghi spoke for the Board when she thanked the building and grounds crew for the terrific job they did clearing the snow and ice from the schools. She commented that the Board really appreciated the effort that was made by Mr. Milano and the crew.

- 2. Correspondence
(none)

- 3. Student Liaisons

Erin Cassano, the student representative from MacArthur High School, reported on the events at her school: several members of our Art Honor Society conducted our annual gingerbread house workshop for elementary students in the District; sixty-six senior students were honored at the annual General's Breakfast; final exams will be administered in the next few weeks; the New York State Public High School Athletic Association designated MacArthur High School with their coveted "Award of Excellence" for outstanding display of sportsmanship, ethics, and integrity.

Student Liaison, Sonia Inderjit, shared the events at Division Avenue High School: two seniors were recently matched through the QuestBridge College Placement Program and will be attending Emory and University of Chicago where they will receive full scholarships; two seniors were honored as Nassau Zone Outstanding Physical Education Students; a senior was selected as a semifinalist in the 2018 Coca-Cola Scholars Program for her exceptional leadership skills, academic abilities and community service; two students received an Honorable Mention at the 2017 St. Joseph's Hospital Photography Contest; the Science Olympiad Team earned five medals at an Invitational; in-class, midterms and Regents will be taking place shortly.

III. PUBLIC BE HEARD
(none)

IV. CONSENT AGENDA

- 1. Minutes - Approval of Minutes

RESOLUTION # 17-18-176

MOTION: "Make the necessary corrections and move the approval of the minutes of the December 13, 2017 Regular Board Meeting."

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

2. Warrants

RESOLUTION # 17-18-177

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 DECEMBER 2017 report of the Claims Auditor be accepted."

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

3. Business Office Reports

RESOLUTION # 17-18-178

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

- Appropriation and Revenue reports for the period covered 7/1/2017 – 11/30/2017
- Claims Auditors Report prepared by Nawrocki Smith LLP for the month ending December 2017
- Treasurer's report for the month ending November 2017
- Trial Balance for the period covered 7/1/2017 – 11/30/2017
- Credit card statement from Citibank for the statement date 12/06/2017."

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

4. Budget Transfer

RESOLUTION # 17-18-179

MOTION: "WHEREAS, in compliance with New York State Government Accounting practices, the attached budget transfer has been prepared and recommended by the Assistant Superintendent for Business and Finance,

<u>Code</u>	<u>Code Description</u>	<u>Amount From</u>	<u>Amount To</u>
A2630.1500	Computer Instruction - Teacher Assistants	\$15,300.00	
A2630.1510	Computer Instruction - IT Staff		\$15,300.00

Reason: To adjust the budget to reflect a change in an employee's title.

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

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

5. Approval of Bank Collateral Agreements

RESOLUTION # 17-18-180

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached Collateral Agreement with JP Morgan Chase Bank., N.A.”

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

6. Change Order

RESOLUTION # 17-18-181

MOTION: "RESOLVED, that the following change orders be approved subject to the District's receipt of the necessary AIA Forms with the required signatures:

Change order #1 WJ Northridge	Salk Locker Room Renovations	\$ 6,120.42
Change order #1 Connelly & Sons	Division HS Boy's Locker Room	\$ 7,352.95
Change order #2 Connelly & Sons	Division HS Boy's Locker Room	\$ 3,655.02
Change order #3 Connelly & Sons	Division HS Girl's Locker Room	\$ 1,106.50
Change order #4 Connelly & Sons	Division HS Girl's & Boy's Locker Room	\$ 2,397.39

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

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

7. Reporting of Appointed Officials for 2017-2018

RESOLUTION # 17-18-182

MOTION: "RESOLVED, pursuant to Section 315.4 of the regulations of the NYCRR (New York Codes, Rules and Regulations), the Levittown Public Schools hereby establishes the following as Standard Work Days for appointed officials and will report the days worked to the New York State and Local Employees' Retirement System based on the daily records of time worked as maintained by the Levittown Public Schools:

Title	Name	SS# - last 4 digits	Registration number	Standard work day	Terms begins/ends	Participates in employees time keeping	Days/Months (based on record of activities)
District Clerk	Elizabeth Appelbaum	XXXX	XXXXXXXX	6 hours/day	7/1/17 to 6/30/18	Yes	N/A

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

8. Contract and Rider with Henrich Equipment Co., Inc.

RESOLUTION # 17-18-183

MOTION: "RESOLVED, that the Board of Education does, hereby, approve the attached contract and rider with Henrich Equipment Co., Inc. to use their "CAMP Director" product/software to manage the fuel depot operations (including inventory, inspection record keeping and automate notification of alarms attached to the fuel depot systems); and,

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

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

9. Contract Foy Invenenterprises Inc.

RESOLUTION #17-18-184

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and Foy Invenenterprises, Inc. with regard to the production of "Mary Poppins" to be presented from March 22, 2018 to March 24, 2018 at Division Avenue High School.

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

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

10. Fourth Wall Scenic Rental Agreement

RESOLUTION #17-18-185

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and Fourth Wall Scenic with regard to the production of "Mary Poppins" to be presented from March 22, 2018 to March 24, 2018 at Division Avenue High School.

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

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

11. Transportation Contract

RESOLUTION #17-18-186

MOTION: "RESOLVED, that pursuant to Article 156.5 of the New York State Education Law, the Levittown Board of Education does, hereby, approve the following 2017-18 transportation contracts/extensions:

Contractor's Name	Date of Contract	Cost
First Student Inc.	12/15/17	#3,100.00
First Student Inc.	1/14/18	#3,100.00

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

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

12. Obsolete Books

RESOLUTION # 17-18-187

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.

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

13. Obsolete Equipment

RESOLUTION # 17-18-188

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.”

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

14. Schedules

RESOLUTION # 17-18-189

MOTION: That the Levittown Board of Education approve the following Schedules:

- 1001 Resignations/Terminations, Non-Instructional”
- 1002 Appointments, Certified Personnel
- 1003 Designation, Coaching
- 1004 Designation, Consultants
- 1005 Extra-Curricular
- 1006 Appointments, Non-Instructional Personnel

- 1007 Salary Change, Instructional
1008 Leave of Absence, Certified Personnel
1009 Leave of Absence, Non-Instructional Personnel
1010 Students w/Disabilities

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Marianne Adrian, Vice President
SECONDER:	Mike Pappas
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

V. ACTION ITEMS:

A. New Business

1. Gifts to Schools

RESOLUTION 17-18-190

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

- A check in the amount of \$2500.00 to be used for the creation of the Class of 1966 Scholarship Fund to be given to two MacArthur High School seniors as outlined on the attached.
- Books as outlined on the attached to be donated to the Wisdom Lane Middle School Library from Scholastic Book Fair -14, PO Box 3745, Jefferson City, MO 65102
- Books as outlined on the attached to be donated to the Wisdom Lane Middle School Library from Dave Loveland, 120 Center Lane, Levittown, NY 11756."

NOTE: The Board thanked everyone for their generous donations.

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Jennifer Messina
SECONDER:	Dillon Cain
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

VI. AD HOC

1. First Read

Policy No. 5670 – Records Management

Ms. Rifkin reported that some changes were made from the current policy most of which were grammatical except for one change that helps us comply with the current law on record retention. Ms. Adrian remarked that the new changes help the document flow better. Dr. McDonald noted that we can have a second read at the next Board Meeting and adopt the policy at the February Board Meeting.

VI. MOTION TO ADJOURN

RESULT:	MOTION CARRIED (6-0-0)
MOVER:	Christina Lang
SECONDER:	Dillon Cain
AYES:	Adrian, Lang, Marengi, Pappas, Cain, Messina
ABSENT:	James Moran

The Board adjourned the public meeting at 8:20 PM.

Elizabeth Appelbaum
District Clerk

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