

# AGENDA

## BOARD OF EDUCATION • LEVITTOWN, NEW YORK

LEVITTOWN UNION FREE SCHOOL DISTRICT • TOWN OF HEMPSTEAD • LEVITTOWN, NEW YORK  
www.levittownschoools.com

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ORGANIZATIONAL MEETING

LEVITTOWN MEMORIAL EDUCATION CENTER  
Monday, July 6, 2020

6:30 PM Meeting convenes with anticipated adjournment to Executive Session  
7:30 PM Meeting reconvenes with Organizational Meeting

### Success for Every Student

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The Board of Education of Levittown Public Schools will hold a meeting on July 6, 2020 at 6:30 p.m. As authorized by Executive Order No. 202.1, signed by Governor Andrew M. Cuomo on March 12, 2020, the meeting will be held remotely by videoconference and the public will not be permitted to attend the meeting in-person.

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### NOTICE

Copies of the agenda are available to the residents of the district at the office of the Board of Education, Levittown Memorial Education Center, 150 Abbey Lane, Levittown, three days prior to the meeting date. Copies of agendas are also available on the district website and at the Levittown Public Library. Tapes of meetings are available at the Levittown Public Library. The official record of meetings is reflected in the Official Minutes.

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Anyone requiring a sign language interpreter for this meeting should notify the District Clerk at 434-7002, at least five (5) days before the meeting.

The Levittown Public School District is committed to providing both equal educational opportunity for all students, and equal employment opportunity for all persons consistent with law.

I. CALL TO ORDER

CALL TO ORDER

Recommended Motion: "BE IT RESOLVED, that the Levittown Board of Education does, hereby, move to Executive Session for the purpose of seeking legal advice from the Board's Attorney."

II. RECONVENE TO PUBLIC SESSION

- A. Pledge of Allegiance
- B. Moment of Silence

III. PUBLIC PORTION

- 1. Appointment of District Clerk Enclosure

\_\_\_\_\_ moved that Elizabeth Appelbaum be appointed for the position of District Clerk for the 2020-21 school year as per the attached employment agreement.

- 2. Election of President of Board of Education  
\_\_\_\_\_ nominated \_\_\_\_\_ for the position of President of the Board of Education.

- 3. Election of Vice-President of Board of Education  
\_\_\_\_\_ nominated \_\_\_\_\_ for the position of Vice President of the Board of Education.

- 4. Administration of Oath  
Administration of Oath to new Board Members and Superintendent.

- 5. Appointment of Purchasing Agent  
\_\_\_\_\_ moved that Bonnie Pampinella be appointed to the position of Purchasing Agent for the 2020-2021 school year; and in her absence, Dr. Christopher Dillon at no additional salary.

- 6. Appointment of Attorney Enclosure  
\_\_\_\_\_ moved that Lamb & Barnosky, LLP be appointed as Attorney for regular school business.

- 7. Appointment of Bond Counsel Enclosure  
\_\_\_\_\_ moved that Hawkins, Delafield and Wood, LLP be appointed as Bond Counsel for the Levittown Public Schools.

- 8. Appointment of District Architect Enclosure  
\_\_\_\_\_ moved that John A. Grillo, Architect, PC is hereby appointed the Architect of Record for the school year 2020-2021, to render such services as determined by the district, with compensation as described as attached.

## 9. Appointment of Fiscal Advisor

Enclosure

\_\_\_\_\_ moved that Capital Markets Advisors, LLC be appointed as fiscal advisors with regard to bond issues for the Levittown Public Schools.

## 10. Appointment of Insurance Broker of Record

\_\_\_\_\_ moved that NYSIR be appointed as Insurance Broker of Record for the 2020-2021 school year.

## 11. Appointment of Internal Auditor

Enclosure

\_\_\_\_\_ moved that Cullen and Danowski LLP be appointed Internal Auditor for the school year 2020-2021 to render such services as determined by the Business Office, with compensation provided in the submitted RFP, said payment to be inclusive of disbursements and/or expenses and that the President of the Board of Education is authorized to sign the attached agreement with Cullen and Danowski, LLP.

## 12. Appointment of External Auditor

Enclosure

\_\_\_\_\_ moved that R. S. Abrams be appointed External Auditor for the 2020-2021 school year to render such services as determined by the Business Office, with compensation provided in the submitted RFP, said payment to be inclusive of disbursements and/or expenses and that the President of the Board of Education and the Assistant Superintendent of Business is authorized to sign the attached agreement with R. S. Abrams.

## 13. Appointment of Claims Auditor

Enclosure

\_\_\_\_\_ moved that Nawrocki Smith be appointed Claims Auditor for the school year 2020-2021, to render such services as determined by the job specifications filed in the Business Office, with compensation as provided in the submitted RFP, said payment to be inclusive of disbursements and/or expenses and that the Board of Education President is authorized to sign the attached contract with Nawrocki Smith."

## 14. Appointment of Treasurer

\_\_\_\_\_ moved that Linda Dolecek be appointed for the position of Treasurer, at no additional salary, with the amount of bond fixed at \$1,000,000.

## 15. Appointment of Assistant Treasurer

\_\_\_\_\_ moved that Ping-Yann Chou be appointed to the position of Assistant Treasurer at no additional salary, with the amount of bond fixed at \$1,000,000.

## 16. Appointment of Central Treasurers for Extraclassroom Activity Funds

Recommended Motion: "The following be appointed as Central Treasurers for the Extraclassroom Activity Funds for their assigned schools for the 2020-2021 school year.

- Alice LoGiudice      Division Avenue
- Diana Benevento      MacArthur

- Colleen Eck                      Jonas Salk
- Janice Friedman                Wisdom Lane"

## 17. Appointment of Medical Inspector

Enclosure

\_\_\_\_\_ moved that Dr. Suanne Kowal-Connelly be appointed as Medical Inspector at a contractual rate of \$20,000.00 per year.

## 18. Appointment of Agent for District Clerk

Recommended Motion: "RESOLVED, the Board of Education hereby designates the secretary to the superintendent of schools as the acting district clerk to act in the absence of the district clerk or at such times when the district clerk is unable to act."

## 19. Appointment of Medical Review Officer

\_\_\_\_\_ moved that Partners in Safety to be appointed as the Medical Review Officer for the district for the 2020-2021 school year to provide drug/alcohol tests as needed.

## 20. Appointment of 403(b) and 457 Retirement Savings Plan Providers

\_\_\_\_\_ moved that Aspire Financial Services, AXA Advisors, AXA Equitable Life Insurance Company, Voya Opportunity Plus, Legend Group/ADSERV, Lincoln Investment Planning, Mass Mutual-Panorama, Metlife, Mutual Inc. Financial Services, Oppenheimer Shareholder Services, and New York State Deferred Compensation as official retirement savings plan providers.

## 21. Appointment of Third Party Administrator for 403(b) and 457 Retirement Plan Providers

Enclosure

\_\_\_\_\_ moved that OMNI is appointed as third party administrator for 403(b) and 457 Retirement Savings Plan Providers.

## 22. Appointment of Third Party Administrator for Workers' Compensation

Enclosure

\_\_\_\_\_ moved that Wright Risk Management, LLC is appointed as third party administrator for Worker's Compensation for the 2020-2021 school year as per attached proposal.

## 23. Appointment of Surrogate Parent

Recommended Motion: "WHEREAS the Commissioner's Regulation Part 200, subchapter P, requires each local Board of Education to annually appoint surrogate parents who will represent the interests of a student with a disability whose parents are either unknown or unable to provide such representation at Committee on Special Education (CSE) meetings and/or hearings; and

WHEREAS, the Levittown CSE has carefully canvassed those persons who have demonstrated a willingness to serve in such capacity,

NOW, THEREFORE, BE IT RESOLVED, that Karen Buttner, 57 Barbara Lane, Levittown be appointed as a surrogate parent for the 2020-2021 school year."

24. Appointment of Committee on Special Education and Committee on Preschool Special Education

Recommended Motion: “RESOLVED, that the Levittown Board of Education appoint the three parent members: Karen Buttner, Dawn Santorufo and/or Krista Taormina, all chairpersons, psychologists and special and regular education teachers of special education students as well as Dr. Susan Farber, Dawn Wang, Dr. Sean Haggerty, Milton Josephs, Rocco Ognibene, Richard Cirillo, Stephanie Adonna, Julia Joshuakutty, Dr. Margaret Ippolito, and Edel McCarville to serve on the District Committee on Special Education and the Committee on Preschool Special Education for the 2020-2021 school year.”

25. Appointment of Impartial Hearing Officers

Recommended Motion: “WHEREAS, the Commissioner’s Regulation Section 200.5, requires each local Board of Education to annually appoint impartial hearing officers in the event of an appeal of a CSE action by a parent of a student with a disability, or a student with a disability over the age of 18,

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, appoint all impartial hearing officers from the district-specific Nassau County list of Impartial Hearing Officers as maintained by the Impartial Hearing Reporting System for the 2020-2021 school year; and authorizes the President of the Board of Education to appoint Impartial Hearing Officers from the above mentioned list on a rotational basis.”

26. Appointment of Section 504 Coordinator

\_\_\_\_\_ moved that Julia Joshuakutty be appointed as Section 504 Coordinator for Levittown Public Schools.

27. Appointment of Committee on Safety

Recommended Motion: “RESOLVED, that the Levittown Board of Education appoint members as follows: School Board Member, Michael Pappas; Teacher Representative, Gayle Glicksman; Administrator, Debbie Rifkin; Parent/Teacher Organizations Member, Margaret Costa; School Safety Personnel, Brian McDonough; and School District Chief Emergency Officer Designee, Christopher Milano to serve on the District Committee on Safety for the 2020-2021 school year.”

28. Appointment of School Pesticide Representative

\_\_\_\_\_ moved that Christopher Milano be appointed as School Pesticide Representative for Levittown Public Schools.

29. Appointment of Asbestos Hazard Emergency Response Act Designee

\_\_\_\_\_ moved that Christopher Milano be appointed as Asbestos Hazard Emergency Response Act (AHERA) designee for Levittown Public Schools.

30. Appointment of Chemical Hygiene Committee

\_\_\_\_\_ moved that Paul Ryan (MacArthur High School), Jennifer Appleton (Salk Middle School), Meghan Olsen (Wisdom Lane Middle School), and Sarah Labonte (Division Avenue High School) be appointed as Chemical Hygiene Committee for Levittown Public Schools.

31. Appointment of Dignity for All Students Act (DASA) Coordinators

\_\_\_\_\_ moved that Debbie Rifkin, George Maurer, Frank Mortillaro, Jordan Margolis, Jared Vanderbeck, Jamie Anspach, Keith Squillacioti, John Zampaglione, John Avena, John Coscia, Frank Creter and Joseph Sheehan be appointed as Dignity for All Students Act (DASA) Coordinators for Levittown Public Schools.

32. Appointment of Records Officer

\_\_\_\_\_ moved that Debbie Rifkin be appointed as Records Officer for Levittown Public Schools.

33. Appointment of Records Appeals Officer

\_\_\_\_\_ moved that Dr. Tonie McDonald be appointed as Records Appeals Officer for Levittown Public Schools.

34. Appointment of Residency Officer

\_\_\_\_\_ moved that Debbie Rifkin be appointed as Residency Officer for Levittown Public Schools.

35. Appointment of Homeless Liaison

\_\_\_\_\_ moved that Milton Josephs be appointed as Homeless Liaison for Levittown Public Schools.

36. Appointment of District Attendance Officer

\_\_\_\_\_ moved that Debbie Rifkin be appointed as Attendance Officer for Levittown Public Schools.

37. Appointment of Prevailing Wage Designee

\_\_\_\_\_ moved that Christopher Milano be appointed as Prevailing Wage Designee for Levittown Public Schools.

38. Appointment of Title IX Coordinators

\_\_\_\_\_ moved that Debbie Rifkin and Christopher Dillon be appointed the Title IX Coordinators for the Levittown Public Schools for the 2020-2021 school year.

39. Appointment of Data Privacy Officer

\_\_\_\_\_ moved that Todd Winch be appointed as Data Privacy Officer for Levittown Public Schools.

## 40. Authorization of Grants

Recommended Motion: "RESOLVED, that the Superintendent of Schools is authorized to sign all applications and claims relating to Federal and State Grant applications."

## 41. Annual Professional Perform Review - Principal Lead Evaluators

Recommended Motion: "RESOLVED that in accordance with Education Law 3012-d and the Commissioner's Regulations, Tonie McDonald, Debbie Rifkin, and Todd Winch are approved as certified Principal Lead Evaluators."

## 42. Annual Professional Perform Review - Teacher Lead Evaluators

Recommended Motion: "RESOLVED that in accordance with Education Law 3012-d and the Commissioner's Regulations, Joseph Sheehan, John Coscia, John Zampaglione, John Avena, George Maurer, Jordan Margolis, Jared Vanderbeck, Jami Anspach, Frank Mortillaro, and Keith Squillacioti are approved as certified Teacher Lead Evaluators."

## 43. Teachers' Center Policy Board Liaison

"BE IT RESOLVED, that \_\_\_\_\_ be appointed as a representative of the Levittown Board of Education to the Levittown Teachers' Center Policy Board for the 2020-2021 school year."

## 44. Readoption of Board of Education Policies

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, re-adopt all existing policies without changes. These policies need Board of Education review every year."

## 45. Professional Development Plan

Enclosure

Recommended Motion: "WHEREAS, in compliance with the Commissioner's Regulations 100.2(dd), the Board of Education adopts a Professional Development Plan annually and subsequently addendums thereto; and

WHEREAS there are no changes to the plan;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education does, hereby, adopt the attached revised 2019-2021 Professional Development Plan."

## 46. Nassau School District Cooperative RFP-Special Education

Enclosure

Recommended Motion: "RESOLVED, it is hereby resolved that the 2020 Nassau School District Cooperative RFP for Special Education Services is awarded in accordance with the Dropbox Link on File (attached)."

## 47. District Code of Conduct

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached Code of Conduct for the 2020-2021 school year."

## 48. Audit Committee

Recommended Motion: "RESOLVED that the Levittown Board of Education as a whole shall, heretofore, constitute the Audit Committee."

#### 49. nVision Permissions

Recommended Motion: "RESOLVED, that the Director of Computer and Media Services is, hereby, designated to be the District individual responsible for adding new users in nVision, and the Assistant to the Superintendent for Administration or the Treasurer with the approval of the Assistant Superintendent for Business and Finance, is responsible for assigning nVision permissions and privileges."

#### 50. Petty Cash Accounts

Recommended Motion: "BE IT RESOLVED, that the Levittown Board of Education does, hereby, appoint the following as treasurers for a petty cash fund in the amount of \$100 for the 2020-2021 school year:

- Dr. Tonie McDonald, Superintendent of Schools
- Todd Winch, Assistant Superintendent for Instruction
- Debbie Rifkin, Assistant Superintendent for Human Resources
- Dr. Christopher Dillon, Assistant Superintendent for Business and Finance
- Dr. Susan Farber, Director, Pupil Services
- Todd Connell, Director, Computer Department
- J. Keith Snyder, Director, Health, Physical Education and Athletics
- Dajuana Reeves, Supervisor, Transportation Department
- Christopher Milano, Supervisor, Buildings and Grounds
- Dr. George Maurer, Principal, Abbey Lane School
- Jordan Margolis, Principal, East Broadway School
- Dr. Jared Vanderbeck, Principal, Gardiners Avenue School
- Jami Anspach, Principal, Lee Road School
- Frank Mortillaro, Principal, Northside School
- Keith Squillacioti, Principal, Summit Lane School
- John Zampaglione, Principal, Jonas Salk Middle School
- John Avena, Principal, Wisdom Lane Middle School
- John Coscia, Principal, Division Avenue High School
- Joseph Sheehan, Principal, MacArthur High School"

#### 51. Mileage Compensation



\_\_\_\_\_ moved that the mileage compensation rate for employee use of personal cars in the conduct of District business be approved at the current IRS prevailing rate per mile and remaining in effect for the 2020-2021 school year.

52. Purchasing Policy and Procedures Manual Enclosure  
Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached 'Purchasing Policy & Procedures Manual for the 2020-2021 school year.'"

53. Authorization to sell RANS, TANS, BANS  
Recommended motion: "RESOLVED, that the President of the Board of Education, subject to the provisions of local finance law, is delegated the power to authorize the issuance and to sell RANS, TANS and BANS including renewals thereof, in anticipation of the collection of revenues for the fiscal year."

54. Authorization to Approve Conference Requests  
Recommended Motion: "RESOLVED, that the Assistant Superintendent for Instruction be authorized to approve conference attendance requests with approved expenses as permitted by Section 77-6 of the General Municipal Law."

55. Certifier of Payrolls  
Recommended motion: "RESOLVED, that the Superintendent of Schools or her designee are authorized to certify payrolls of the district."

56. Certifier of Payrolls - Civil Service Report  
Recommended motion: "RESOLVED, that the President of the Board of Education is authorized as Certifier of Payrolls for the Annual Civil Service Report."

57. Designation of Alternate to Sign Checks  
\_\_\_\_\_ moved that the President of the Board of Education be designated to sign checks in the absence of the Treasurer and the Assistant Treasurer.

58. Designation of Depositories  
\_\_\_\_\_ moved that the following institutions be designated as official depositories:

- JP Morgan Chase Bank, N.A.
- HSBC Bank USA, N.A.
- Astoria Bank
- Citibank
- New York Community Bancorp
- First National Bank of Long Island

- Flushing Bank
- Bank of America

59. Designation of Newspaper

\_\_\_\_\_ moved that at the discretion of the Board of Education and the Superintendent, that the Levittown Tribune and the Long Island Herald be designated as the newspapers for the district for the 2020-2021 school year.

60. Dance Program Tuition

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the following Dance Program tuition for the 2020 - 2021 school year representing no increase from the prior year:

Dance classes:           \$180 per class/per year  
 Gymnastics classes   \$200 per class/per year."

61. Driver Education Tuition

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the Driver Education tuition of \$495 for the 2020-2021 school year representing no increase from the prior year."

62. Summer Music Tuition

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the Summer Music tuition of \$105 for the 2019-20 school year representing no increase from the prior year."

63. School Lunch Prices

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the following school lunch prices for the 2020-2021 school year representing no increase to cost as follows:

Elementary (Grades K - 5)       .....    \$2.55  
 Secondary (Grades 6 - 12)       .....    \$2.80

64. Employee Salaries Not Covered by Collective Bargaining

\_\_\_\_\_ moved that the salaries for the following employees not covered by a collective bargaining agreement be set as follows for the 2020-2021 school year.

Election Workers - Chairperson/Inspector		\$13.00/hr.
Election Workers		\$12.00/hr.
Substitute Teacher		\$110/day
Substitute Nurse		\$18.69/hr.
Substitute Teacher Aides/Monitor		\$13.00/hr.

Substitute Clerical		\$13.14/hr.
Substitute Cleaner		\$13.14/hr.
Substitute Security		\$14.30/hr.
LAP/LAMP Teachers		\$40.59/hr.
Extra Period - Chairs		\$45.78/period

**Dance Program:**

Trainee	Trainee level employee	\$13.00/hr.
Level 1	New employees w/full class, minimum experience	\$13.51/hr.
Level 2	2 <sup>nd</sup> year teaching and/or minimum experience	\$16.77/hr.
Level 3	3-4 years in program and/or intermediate level experience	\$17.89/hr.
Level 4	More than 4 years in program and/or experienced	\$22.41/hr.
Level 5	More than 20 years in program and/or master teacher w/advanced training	\$25.79/hr.
Level 6	More than 20 yrs. In program and/or master teacher w/advanced training	\$28.79/hr.
Gymnastics	Coordinator - level 1 - experienced personnel	\$37.66/hr.
Gymnastics	Coordinator - level 2 - with limited experience	\$25.79/hr.

**Recital Pay:**

Except where noted, recital pay is based on 3 days of work (dress rehearsal and 2 performances)

Director	\$1,100
Stage Manager	\$1,000
Assistant Stage Manager	\$950
Artwork, Program Cover	\$275
Artwork, Stage Scenery	\$250
Program/Brochure Layout	\$190
Recording Music	\$225
Stage Crew, Level 1	\$210
Stage Crew, Level 2	\$230
Stage Crew, Level 3	\$250
Stage Assistant - Dressing Room Monitors	\$325
Stage Assistant - Gathering/Holding Room Monitors	\$325
Stage Assistant - Hairdresser	\$325
Stage Assistant - Hall Monitors	\$325
Stage Assistant - Runners	\$325
Stage Assistant - Station Monitors	\$325
Ushers	\$325
Security (2 days)	\$425
Dance Faculty - Level 1 (1-2 classes in recital)	\$325
Dance Faculty - Level 2 (3 classes in recital)	\$400
Dance Faculty - Level 3 (4 classes in recital)	\$475

Dance Faculty - Level 4 (5 classes in recital)	\$625
Dance Faculty - Level 5 (5 classes in recital & additional responsibilities)	\$775

IV. MOTION TO ADJOURN TO BUSINESS MEETING