

AGENDA

BOARD OF EDUCATION • LEVITTOWN, NEW YORK

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

REGULAR MEETING

LEVITTOWN MEMORIAL EDUCATION CENTER
Wednesday, November 4, 2020

Immediately following the Audit Committee Meeting

Success for Every Student

OPPORTUNITY FOR PUBLIC TO BE HEARD

This meeting will be devoted to reports from the Superintendent of Schools and Board Members, regular agenda items of old and new business and schedules.

Immediately following Board Members reports, a period not to exceed two hours shall be set aside to afford residents of the community and/or school district employees an opportunity to make comments or to raise questions related to school affairs.

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.

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.

CALL TO ORDER

I. REPORTS

A. Recognition

- i. Art Display - Lee Road and Summit Lane Schools

B. Superintendent

1. Comments and Reports

A. Drivers Education - Todd Winch

B. Strategic Plan - Debbie Rifkin

C. TAN - Christopher Dillon

2. Follow-up to Prior Public Be Heard Questions

3. Follow-up to Board Questions

C. Board of Education

1. Comments and Reports

2. Correspondence

3. Student Liaisons

II. PUBLIC BE HEARD

III. CONSENT AGENDA

1. Minutes - Approval of Minutes

Enclosure

Recommended Motion: "Make the necessary corrections and move the approval of the minutes of the October 14 Regular Meeting."

2. Business Office Reports

Enclosure

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

- Appropriation and Revenue Report for the period 7/1/2019 to 6/30/2020 and 7/1/2020 to 9/30/2020
- Trial Balance for the period 7/1/2019 to 6/30/2020
- Treasurers Report for the month ending June 2020 and September 2020
- Credit card statement from Citibank for statement dated 10/6/2020."

3. Budget Transfer

Enclosure

Recommended 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>
A2110.4490-00-2100	MUSIC ACCOMPANISTS	\$15,455.00	
A2110.1270-00-0000	EXTRAP PERIOD PAY CODE		\$15,455.00

Reason: In order to offer ensemble music, we must set up remote and socially distant in-person groups.

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

4. External Audit and Corrective Action Plan

Enclosure

Recommend Motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Corrective Action Plan and Financial Statement in response to the External Auditor's recommendations contained in the report dated November 4, 2020.

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

5. Internal Audit/Risk Assessment and Corrective Action Plan

Enclosure

Recommend 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 November 4, 2020.

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

6. Destruction of Surplus Election Ballots

Inclusive

Recommended Motion: “Upon recommendation of the Superintendent of Schools, it is hereby RESOLVED that the District Clerk is authorized to destroy and discard surplus ballots from the May 2020 annual election.”

7. Adoption of Retention and Disposition Schedule

Inclusive

Recommended Motion: “**RESOLVED**, by the Board of Education of the Levittown Union Free School District that Retention and Disposition Schedule for New York Local Government Records (LGS-1) (“Schedule LGS-1”), issued pursuant to Article 57-A of the New York Arts and Cultural Affairs Law (“Article 57-A”), and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein; and

FURTHER RESOLVED, that in accordance with Article 57-A:

- (a) Only those records will be disposed of that are described in Schedule LGS-1 ([LGS-1 Web Resource <http://www.archives.nysed.gov/records/local-government-record-schedule/introduction>](http://www.archives.nysed.gov/records/local-government-record-schedule/introduction) [<http://www.archives.nysed.gov/records/local-government-record-schedule/introduction>](http://www.archives.nysed.gov/records/local-government-record-schedule/introduction))

after they have met the minimum retention periods described therein; and

- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.”

8. Amendment to Lease Agreement - BOCES

Enclosure

Recommended Motion: "RESOLVED, upon recommendation of the Superintendent of Schools and district legal counsel, it is hereby resolved that the Board of Education approves the attached amendment to the lease agreement dated July 17, 2019 with Nassau BOCES and Levittown Union Free School District,

and the Board President is hereby authorized to execute this agreement on behalf of the Board.”

9. Agreement with LICADD/Open Arms

Enclosure

Recommended Motion: "RESOLVED that, upon recommendation of the Superintendent of Schools, the Board of Education hereby approves the agreement with the Long Island Council on Alcoholism & Drug Dependence, Inc. (LICADD)/Open Arms EAP dated 11/1/2020 and the Superintendent of Schools is authorized to execute this agreement on behalf of the Board; and

BE IT FURTHER RESOLVED that, upon recommendation of the Superintendent of Schools, the Board of Education hereby ratifies the agreement between the District and the CSEA for the period 11/1/2020 through 10/31/2021.

BE IT FURTHER RESOLVED that, upon recommendation of the Superintendent of Schools, the Board of Education hereby ratifies the agreement between the District and the LUT for the period 11/1/2020 through 10/31/2021.

BE IT FURTHER RESOLVED that, upon recommendation of the Superintendent of Schools, the Board of Education hereby ratifies the agreement between the District and ALSA dated for the period 11/1/2020 through 10/31/2021.”

10. Extra Classroom Activity Fund Treasurer's Reports

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Extra Classroom Activity Fund Reports for the period July 1, 2020 through September 30, 2020."

11. Approval of School Clubs Enclosure
 Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached Extra Classroom Activity Club Charters for the 2020-2021 school year."

12. Transportation Contract Enclosure
 Recommended 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 2020-2021 Transportation Contracts:

2020-2021 Contract Extensions

<u>Contract #</u>	<u>Bid Date</u>	<u>Contractor</u>	<u>Cost</u>
New	N/A	NASSAU BOCES	\$ 24,887.85
New	N/A	NASSAU BOCES	\$472,684.00
New	10/20/2020	WE Transport Inc.	\$328,152.00
New	10/20/2020	First Student	\$44,696.00

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

13. Bid Approval - Transportation 2020-2021 School Year Enclosure
 Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, award the bid for transportation for the 2020-2021 school year as per the attached evaluation."

14. Hicksville Transportation Contract Enclosure
 Recommended Motion: "RESOLVED, pursuant to Article 156.5 of the New York State Education Law, the Levittown Board of Education, does, hereby, approve the attached transportation contracts between the Levittown Public Schools and the Hicksville School District for the purpose of Levittown providing transportation services to students in the Hicksville School District;

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

15. Special Education Contracts Enclosure
 Recommended 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 as indicated:

- West Hempstead UFSD
- Comprehensive Resources, Inc.
- Mid Island Therapy Association dba All About Kids
- West Islip UFSD

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

16. Obsolete Books/Calculators

Enclosure

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

17. Obsolete Equipment

Enclosure

Recommended Motion: “RESOLVED, that the Levittown Board of Education does, hereby, declare the equipment on the attached list obsolete and that the items may be discarded and/or sold at the highest possible salvage value.”

18. Schedules

Enclosure

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

- 1001 “Resignations, Certified Personnel”
- 1002 “Resignations, Non-Instructional Personnel”
- 1003 “Appointments, Certified Personnel”
- 1004 “Consultants”
- 1005 “Extra-Curricular”
- 1006 “Salary Change, Certified Personnel”
- 1007 “Tenure”
- 1008 “Appointments, Non-Instructional Personnel”
- 1009 “Leave of Absence, Certified Personnel”
- 1010 “Leave of Absence, Non-Instructional Personnel
- 1011 “Students w/Disabilities”

IV. ACTION ITEMS

A. New Business

1. Gift to School

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept with thanks the following gift:

- Musical instruments to be donated to the Levittown School Music Department from All Music INC, Guy Brogna, 397 S Oyster Bay Road, Unit D, Plainview, NY 11803."

V. AD HOC

1. Board Policies - First Read

Enclosure

Policy No. 5670 Records Management

Policy No. 7315 Student Use of Computerized Information Resources (Acceptable Use Policy)

VI. UPCOMING DATES

November 18 - Planning Session/Special Meeting

December 9 - Regular Meeting

VII. MOTION TO ADJOURN