

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

DATE: July 5, 2011

REGULAR MEETING

MINUTES

THE REGULAR BOARD MEETING OF THE BOARD OF EDUCATION, was duly called and held on Tuesday, July 5, 2011 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 Marengi
Mr. James Moran
Mr. Michael Pappas – President
Mr. Peter Porrazzo – Vice President
Mr. Edward Powers
Mr. Kevin Regan - Secretary
Mr. Frank Ward

ADMINISTRATION

Dr. James Grossane – Superintendent of Schools
Ms. Darlene Rhatigan – Assistant Superintendent for Administration
Ms. Debbie Rifkin – Assistant Superintendent for Instruction
Dr. George Chesterton – Consultant to Business Office

OTHERS

Mr. Bob Cohen - School Attorney
Ms. Elizabeth Appelbaum – District Clerk
Ms. Ellen Chaleff – Division Avenue Student Liaison

I. CALL TO ORDER

Mr. Pappas, President, called the Regular Board Meeting to order at 8:00 PM.

II. ANNOUNCEMENTS

Mr. Pappas introduced, Dr. Grossane, the new Superintendent of Schools and Ellen Chaleff, the new Division Avenue Student Liaison and welcomed them. Dr. Grossane thanked the Board of Education for their vote of confidence in selecting him.

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III. APPROVAL OF MINUTES

MOTION: Mr. Moran moved to "Make the necessary corrections and move the approval of the minutes of May 10, 2011 (Regular Meeting), May 17, 2011 (Annual Meeting), May 25, 2011 (Special Meeting), and June 8, 2011 (Special Meeting).

APPROVAL OF MINUTES

Seconded: Ms. Marenghi

NOTE: Mr. Pappas requested changes which will be reflected in the approved minutes.

MOTION CARRIED. Seven members present voting yes.

APPROVED AS AMENDED 7-0.

IV. REPORTS

A. Recognition:

1. Kristen Stuart, Division Ave. H.S. All-State Athlete - District Track and Field
2. Jesse Tuozzo - MacArthur High School: Diamond Award
3. Kristen Brown – MacArthur : Nassau County, All Long Island Softball
4. Division Avenue Baseball: Nassau County Class A Champions, Long Island Class A Champions

Ms. Rifkin announced that tonight, Levittown's star athletes would be recognized. She asked the Board to move to the front of the room where they welcomed and congratulated the students. Ms. Rhatigan introduced Mr. Snyder, the Director of Physical Education, Athletics, Health and Health Services. He gave an overview of the sports teams and the athlete's achievements. The principals and coaches were introduced and plaques were presented to the athletes. The Board of Education, parents and principals were acknowledged for the enormous support they have given.

B. Superintendent:

1. Follow-up to Prior Public Be Heard Questions
(None)
2. Follow-up to Board Questions
(None)
3. Superintendent's Report
Dr. Grossane remarked that it had been an eventful two days. He had the opportunity to meet with the Central Office staff and deliberate over programming and identify adjustments to be made over the course of the summer. He looked forward to the opportunity to sit with the Board and discuss goals for next year and share them with the community. He reported that in June, he visited all of the schools, met with the principals and toured the buildings. Dr. Grossane was pleased with what he saw in terms of how the schools were functioning and their appearance. He informed the Board that the hallmark of his administration is being out and about, getting to know the teachers and students. In July, Dr. Grossane will be meeting with the building administrators to discuss their specific concerns for the buildings individually and as a whole so that planning can begin on the goals for the district. He looked forward to all the challenges that lay ahead and thanked everyone for their vote of confidence.

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IV. **REPORTS – (Continued)**

C. Board of Education:

1. Comments & Reports
(None)
2. Correspondence
(None)
3. Student Liaisons –
Ms. Chaleff remarked she was excited to work with the Board of Education this year.
She congratulated Dr. Grossane and Mr. Ward.

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

VI. **ACTION ITEMS: NEW BUSINESS.**

1. **MOTION:** Mr. Porrazzo moved, “RESOLVED, that the Levittown Board of Education does, hereby, accept the attached report and place same on file: RESOLUTION # 11-12-22
Treasurer’s Report

Summary of Treasurer’s Report for the month ending May 31, 2011.”

Seconded: Ms. Marengi

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

2. **MOTION:** Mr. Porrazzo moved, “WHEREAS, in compliance with New York State Government Accounting practices, the attached budget transfer dated July 5, 2011 has been prepared and is recommended by the Interim Assistant Superintendent for Business, RESOLUTION # 11-12-23
Budget Transfers

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

Seconded: Mr. Powers

NOTE: Mr. Porrazzo asked if this was a reallocation to different schools of textbooks. Ms. Rifkin explained this was the end of the budget process and they were consolidated. Mr. Porrazzo asked additional questions on this issue. Ms. Rifkin reported that the schools were using a zero based budgeting process and they only order books that they need for this school year.

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VI. ACTION ITEMS: NEW BUSINESS – (Continued)

Ms. Marengi questioned whether with the math curriculum we are ordering the new series books that are directly set for the new core curriculum. Ms. Rifkin responded that a committee will be established in September that will be looking into the new textbooks. She noted that she hoped to be begin piloting it shortly into the school year.

The Board discussed the difference in sizes of the schools vs. the books ordered, district inventory, and textbook approval.

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

- 3. MOTION:** Mr. Regan moved, "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Appropriation and Revenue Status Reports for the period ending May 31, 2011."

RESOLUTION # 11-12-24
Appropriation and Revenue
Status Reports

Summary of Treasurer's Report for the month ending May 31, 2011."

Seconded: Mr. Moran

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

- 4. MOTION:** Mr. Moran moved, "RESOLVED, that the Levittown Board of Education does, hereby, approve the following bids:

RESOLUTION # 11-12-25
Approval of Bids

07E – No. 19 – Musical Instrument Repair – not to exceed:			
(Renewal)	Elementary.....	\$	10,000
	Middle School.....	\$	16,000
	High School.....	\$	11,500
11E – No. 17 – Emergency Generator Repair/Service			
	not to exceed.....	\$	Cooperative Bid
11E – No. 18 – Reconditioning of Athletic Uniforms & Equipment			
	not to exceed.....	\$	55,000
11E – No. 19 – Adult Ed Brochures – Printing Services			
	not to exceed.....	\$	5,763."

Seconded: Ms. Marengi

NOTE: Mr. Porrazzo inquired if they were the same as last year's bids and if they committed to the same prices. Dr. Chesterton responded some were lower.

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

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VI. ACTION ITEMS: NEW BUSINESS – (Continued)

5. **MOTION:** Mr. Regan moved, “RESOLVED, that the Levittown Board of Education does, hereby, approve the following Requests for Proposals: RESOLUTION # 11-12-26
Approval of RFP’s

LPS-11-001 – Architectural and Engineering Services
LPS-11-002 – Special Education Related Educational Services
LPS-11-003 – Athletic Training Services.”

Seconded: Ms. Marenghi

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

6. **Motion:** Mr. Porrazzo moved, “RESOLVED, that the Levittown Board of Education does, hereby, accept, with thanks, the following gifts: RESOLUTION 11-12-27
Gifts to Schools

a. checks in the following amounts for the respective schools, given by Stop & Shop –A+ Rewards Program, 1149 Harrisburg Pike, Carlisle, PA 17013-0249:

Division Avenue H. S.	\$	118.70
Lee Road Elementary School	\$	64.02
Gardiners Avenue Elementary School	\$	191.67
Abbey Lane Elementary School	\$	72.98
Summit Lane Elementary School	\$	359.70
Northside Elementary School	\$	560.03; and

b. thirty-four gently used hardcover and paperback books for the Lee Road Elementary School’s library and classroom libraries, given by Mrs. Jayne Schifflin, 2965 Duncan Court, Wantagh, NY 11793.”

Seconded: Mr. Powers

NOTE: Mr. Regan left the room.

NOTE: Mr. Powers asked about a policy in effect regarding accepting outside used books for the library. Dr. Grossane explained that the motion was being amended for item b to abide by this policy.

AMEND AS FOLLOWS: Delete the words ‘library and’ from item b.

NOTE: The Board thanked all of the generous donors.

MOTION CARRIED. Six members present voting yes.

APPROVED AS AMENDED 6-0.

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VI. ACTION ITEMS: NEW BUSINESS – (Continued)

7. **Motion:** Mr. Ward moved, "RESOLVED, that the Levittown Board of Education does, hereby, declare the items on the attached lists surplus/obsolete and that the items may be discarded: RESOLUTION 11-12-28
Obsolete Equipment

<u>Building/Department</u>	<u>No. of Items</u>	<u>Date of List</u>
Dept of Instruction (projector)	1	June 8, 2011
Summit Lane (printer)	1	June 1, 2011
Salk M.S. (computers)	1	June 7, 2011
Gardiners (camera)	1	June 7, 2011
LMEC (computers)	33	June 1, 2011."

Seconded: Mr. Porrazzo

NOTE: Mr. Pappas questioned discarding the projector. It was determined it was an old style overhead projector.

MOTION CARRIED. Six members present voting yes.

APPROVED 6-0.

8. **Motion:** Mr. Ward moved, "RESOLVED, that the Levittown Board of Education does, hereby, declare the library books on the attached lists surplus/obsolete and that the items may be discarded: RESOLUTION 11-12-29
Obsolete Equipment

<u>School</u>	<u>No. of Books</u>	<u>Date of List</u>
Northside	12	February 1, 2011
Abbey	160	April 29, 2011
Lee Road	139	June 3, 2011
Division	143	June 2, 2011."

Seconded: Mr. Porrazzo

MOTION CARRIED. Six members present voting yes.

APPROVED 6-0.

9. **MOTION:** Mr. Moran moved, "WHEREAS, in compliance with Board Policy #6240, said policy has been reviewed and no modifications are warranted; RESOLUTION # 11-12-30
Re-adoption of District
Investments Policy

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, re-adopt Policy 6240 – District Investments."

Seconded: Ms. Marengi

MOTION CARRIED. Six members present voting yes.

APPROVED 6-0.

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VI. **ACTION ITEMS: NEW BUSINESS – (Continued)**

10. **MOTION:** Mr. Ward moved, “RESOLVED, that due to financial and budgetary reasons, the Levittown Board of Education does, has determined that it is necessary to reduce the number of employees in the District, and therefore, the Board of Education does, hereby, declare that the eighteen kindergarten aide positions listed on Schedule 2011-GG-1a are abolished and the employment of these employees terminated effective June 30, 2011.”

RESOLUTION # 11-12-31
Declaration of Excess
Non-Instructional Positions

Seconded: Ms. Marengi

MOTION CARRIED. Six members voting yes.

APPROVED 6-0.

11. **RECOMMENDED MOTION:** “BE IT RESOLVED, that the Wisdom Lane Middle School and Division Avenue High School catchment areas (attendance zones) be changed immediately to fully include the current Abbey Lane Elementary School catchment area.”

PULLED
Abbey Lane –
Secondary Attendance Zone

NOTE: Dr. Grossane stated this motion needed further review and consideration.

NOTE: Mr. Regan returned to the room and Mr. Powers left.

12. **Motion:** Mr. Porrazzo moved, “BE IT RESOLVED, that the Levittown Board of Education does, hereby, extend the contracts with MSG Varsity Network LLC for Division Avenue and General Douglas MacArthur High Schools, as per the attached School Registration & Participation Agreements.”

RESOLUTION 11-12-32
MSG Varsity Network LLP
– Contract Extension

Seconded: Mr. Moran

NOTE: The Board had a lengthy discussion on the new contract with MSG. Questions were asked about the wording of the document. It was determined that they were giving a grant and eliminating the scholarships. Mr. Cohen recommended amending the resolution.

AMEND AS FOLLOWS: Add the following words to the end of the motion – **with the understanding that the grant shall be utilized at the discretion of the Board of Education.**

MOTION CARRIED. Six members voting yes.

APPROVED AS AMENDED 6-0.

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VI. **ACTION ITEMS: NEW BUSINESS – (Continued)**

NOTE: Mr. Powers returned to the room.

13. **MOTION:** Mr. Regan moved, "RESOLVED, that the Director of Computer & Media Services is, hereby, designated to be the District individual responsible for giving out permissions in Finance Manager."

RESOLUTION # 11-12-33
Finance Manager Permissions

Seconded: Mr. Powers

MOTION CARRIED. Seven members voting yes.

APPROVED 7-0.

14. **Motion:** Mr. Regan moved, "BE IT RESOLVED, that the Levittown Board of Education does, hereby, appoint George Chesterton as the District's Business & Finance Official as per the conditions in the attached employment agreement; and

RESOLUTION 11-12-34
Business & Finance Official

BE IT FURTHER RESOLVED, that the President of the Levittown Board of Education is, hereby, authorized to sign said employment agreement."

Seconded: Mr. Ward

NOTE: Mr. Pappas commended Dr. Chesterton for a find job under harsh conditions.

MOTION CARRIED. Seven members voting yes.

APPROVED 7-0.

15. **Motion:** Mr. Porrazzo moved, "RESOLVED, that the Levittown Board of Education does, hereby, approve the continuance of outsourced network support services through Nassau BOCES from Custom Computer Specialists, Inc., for the period of July 1, 2011 through June 30, 2012."

RESOLUTION 11-12-35
Agreement with Custom
Computer Specialists

Seconded: Mr. Powers

NOTE: Mr. Porrazzo questioned the wording of the resolution regarding BOCES. Mr. Cohen clarified that it is through the vendor.

MOTION CARRIED. Seven members voting yes.

APPROVED 7-0.

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VI. ACTION ITEMS: NEW BUSINESS – (Continued)

- 16. Motion:** Ms. Marengi moved, "RESOLVED, that the Levittown Board of Education does, hereby, approve an increase in school lunch prices for the 2011-2012 school year as follows: RESOLUTION 11-12-36
Increase in School Lunch
Price

	Current	Proposed
Kindergarten – Grade 5	\$ 2.10	\$ 2.25
Secondary (Grades 6 – 12)	\$ 2.35	\$ 2.50."

Seconded: Mr. Powers

NOTE: After a lengthy discussion, it was decided to raise the prices by \$.15.

MOTION CARRIED. Seven members voting yes.

APPROVED 7-0.

- 17. MOTION:** Mr. Porrazzo moved, "To approve the following Schedules: RESOLUTION# 11-12-37
Schedules

Schedule 11-G-1 (Resignation/Termination – Certified Personnel)."	1001	
Schedule 11-GG-1 (Resignation/Termination – Non-Instructional Personnel)."	1002	
Schedule 11-GG-1a (Declaration of Excessed/Abolished Positions – Non-Instructional Personnel)."	1003	
Schedule 11-HH-1 (Appointments- Certified Personnel)."	1004	
Schedule 11-H-1a (Appointments, Administrators)."	1005	
Schedule 11-H-1-c (Designation - Consultants)."	1006	PULL #1
Schedule 11-H-1F-1 (Appointments – Summer School)."	1007	AMEND
Schedule 11-HH-1 (Appointments- Non-Instructional Personnel)."	1008	
Schedule 11-I-1 (Building/Field Usage)."	1009	PULL
Schedule 11-K-1 (Leave of Absence – Certified Personnel)."	1010	
Schedule 11-N-1 (Health Services)."	1011	
Schedule 11-o-1 (Students with Disabilities)."	1012	

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VI. **ACTION ITEMS: NEW BUSINESS – (Continued)**

Seconded: Mr. Moran

NOTE: Dr. Grossane acknowledged that the position of Director of Special Education was being filled by Mr. Keith Squillacioti, formerly the Principal of Northside School. He congratulated Mr. Squillacioti. He noted that everyone was very excited that he agreed to help out the district and relieved that the department will be in very good hands.

Mr. Pappas commented we are fortunate to have people in our building that can step up to this level of quality and experience that he processes. He is a people person.

AMEND AS FOLLOWS: Schedule 11-H-1-c #1 - **PULLED**, Schedule 11-I-1 - **PULLED**, and change the wording on Schedule 11-H-1F-1 from **teachers to tutors**.

MOTION CARRIED. Seven members present voting yes.

APPROVED AS AMENDED 7-0.

18. **Ad Hoc –**

a. National Grid Proposal

Mr. Hahn, Director of School Facilities & Operations, addressed the Board with a recap of the resubmitted Energy proposal from National Grid. This proposal deals with converting Wisdom Lane School from fuel oil to natural gas. Mr. Hahn talked about the differences of this proposal from the old one, noting the new incentives, pricing and savings. The Board discussed this subject questioning future savings, one energy account, and an individual energy survey for each building. Dr. Grossane mentioned using a company to do an energy performance contract. Mr. Cohen agreed and stated these companies take the risk and make their profit from the energy savings. Mr. Pappas suggested that these companies send in proposals for review.

b. Hunt Road Facility Lease

Dr. Chesterton explained that the lease agreement expired on June 30, 2011 and this was for an extension. He noted he had conversation with the Business Official from Plainedge and they agreed to an increase. Since the contract was mutually beneficial to both districts, the Board consented to renewing the contract. Dr. Grossane recommended to continue the contract for three years with the option to negotiate the terms every year with notification six months prior to the end of the contract.

c. Architectural and Engineering Services

Mr. Regan announced that since the Board has approved the RFP for hiring an engineer/architect, the first job will be to renovate the Division Avenue cafeteria. The Board was given a time plan that assured them the project will begin by June 2012.

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VI. ACTION ITEMS: NEW BUSINESS – (Continued)

d. Policy Update

Mr. Moran inquired about the status of updating the policies. He noted that each Board member had been assigned a section to review. Mr. Pappas stressed the need to complete this task and commented that someone was needed to coordinate the Board's efforts.

Mr. Steve Foley, an intern, spoke to the Board regarding his work on the policies. Mr. Foley recommended forming a committee to meet on an ongoing basis to review policies and state mandates. He noted there were many versions of the policy book in the district and advised just posting the policies on the district's website. Ms. Appelbaum, the District Clerk, agreed with Mr. Foley's assessment regarding having only one Policy Book but recommended having someone review the Board's efforts and implement those changes into the Erie I BOCES manual. Additionally, Ms. Appelbaum advised using the Erie I BOCES Policy Update Service to keep the district informed of the latest state and federal mandates along with laws and regulations. The consensus from the Board was to move forward on this, and have someone work on it this summer with the hope of having it completed soon.

MOTION: Mr. Porrazzo moved, "That the Board go into Executive Session at 10:08 PM to discuss personnel issues.

Executive Session

Seconded: Mr. Ward

MOTION CARRIED. Seven members voting yes.

APPROVED 7-0.

VII. ADJOURN

MOTION: Mr. Moran moved, seconded by Mr. Regan to adjourn the public meeting 11:00 PM.

ADJOURNMENT

Respectfully submitted

Elizabeth Appelbaum
District Clerk