

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

**DATE: July 11, 2012**

**REGULAR MEETING**

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**MINUTES**

**THE REGULAR BOARD MEETING OF THE BOARD OF EDUCATION**, was duly called and held on Wednesday, July 11, 2012 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  
Mr. Mark Flower– Assistant Superintendent for Business

**OTHERS**

Mr. Bob Cohen - School Attorney  
Ms. Elizabeth Appelbaum – District Clerk  
Ms. Jennifer Newins – MacArthur Student Liaison

**I. CALL TO ORDER**

Mr. Pappas, President, called the Regular Board Meeting to order at 8:36 PM.

**II. ANNOUNCEMENTS**

(none)

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**III. APPROVAL OF MINUTES**

**MOTION:** Mr. Porrazzo moved to "Make the necessary corrections and move the approval of the minutes of June 13, 2012 (Regular Meeting) and June 27, 2011 (Special Meeting).

**APPROVAL OF MINUTES**

Seconded: Ms. Marenghi

**NOTE:** Pursuant to the discussion at the June 27, 2011 meeting to seek advice of legal counsel on Resolution #11-12-233 #2b, it was decided not to proceed with the budget transfer.

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

**IV. REPORTS**

A. Superintendent:

1. Follow-up to Prior Public Be Heard Questions  
(None)
2. Follow-up to Board Questions  
(None)
3. Superintendent's Report

Dr. Grossane reported that the APPR Plan was submitted on June 28<sup>th</sup>. He noted that Levittown was one of 61 districts from Nassau County that submitted on time. As promised by the Commissioner, we should hear back from the State Education Department prior to September 1<sup>st</sup> if any modifications are needed for our plan.

Mr. Porrazzo acknowledged that he was very proud of the district for getting the APPR Plan out on time.

Mr. Pappas complemented the Superintendent and Central Office for a good job. Additionally, he thanked the LUT and ALSA units for their cooperation.

Mr. Pappas and Dr. Grossane welcomed, Jennifer Newins, the new MacArthur Student Liaison to the Board.

B. Board of Education:

1. Comments & Reports  
(None)
2. Correspondence  
(None)

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V. **PUBLIC BE HEARD**  
(none)

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

1. **MOTION:** Mr. Regan moved, "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,

RESOLUTION # 12-13-26  
Warrants

NOW, THEREFORE, BE IT RESOLVED, that the JUNE 2012 report of the Claims Auditor be accepted."

Seconded: Mr. Moran

**NOTE:** Mr. Porrazzo requested looking into electronic copies for the Board packets. Dr. Grossane commented that he is reviewing E Docs which is sponsored by the New York State School Boards Association. He noted it is the way of the future.

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

2. **MOTION:** Mr. Powers moved, "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached report and place same on file:

RESOLUTION # 12-13-27  
Treasurer's Report

Summary of Treasurer's Report for the month ending May 31, 2012."

Seconded: Mr. Ward

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

3. **MOTION:** Ms. Marengi moved, "WHEREAS, in compliance with New York State Government Accounting practices, the attached list of budget transfers dated July 11, 2012 has been prepared and is recommended by the Interim Assistant Superintendent for Business,

RESOLUTION # 12-13-28  
Budget Transfers

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

Seconded: Mr. Moran

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

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

4. **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, 2012.”
- RESOLUTION # 12-13-29  
Appropriation and Revenue  
Status Reports

Summary of Treasurer’s Report for the month ending May 31, 2012.”

Seconded: Mr. Ward

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

5. **Motion:** Ms. Marengi moved, “RESOLVED, that the Levittown Board of Education does, hereby, accept, with thanks, the following gifts:
- RESOLUTION 12-13-30  
Gifts to Schools

- a. checks in the amounts of \$167.89 and \$308.37 for Division Avenue High School and Summit Lane Elementary School, respectively, given by Stop & Shop –A+ Rewards Program, 1149 Harrisburg Pike, Carlisle, PA 17013-0249;
- b. checks in the amounts of \$228.77, \$227.99 and \$564.07 for all grade levels at Abbey Lane Elementary School, East Broadway Elementary School, and Lee Road Elementary School, respectively, given by AHOLD Financial Services, P.O. Box 7200, Carlisle, PA 17013;
- c. a check for \$250 for energy conservation materials at Summit Lane Elementary School, given by Green Education Foundation, 153 Washington Street, East Walpole, MA 02032-1163;
- d. shade trees to be planted around the playground at Summit Lane Elementary School, given by Summit Lane Beautification Fund, 4 Summit Lane, Levittown, NY 11756.”

Seconded: Mr. Regan

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

Mr. Powers requested that Central Office tally up how much money is collected per school from each retail reimbursement program. He commented that depending on the total, he wondered if we should have PTA push to have parents sign up for these programs. Dr. Grossane remarked that he will have Mr. Flower add up the monies for the school year. Additionally, if necessary, he will reach out to PTA Council to see if money was given directly to the PTA’s rather than the schools.

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

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

6. **Motion:** Mr. Powers moved, "RESOLVED, that the Levittown Board of Education does, hereby, declare the following vehicle previously donated to the District as an instructional tool, obsolete and that it may be discarded and/or sold at the highest possible salvage value:
- RESOLUTION 12-13-31  
Obsolete Vehicle

1997 Gold 4-door Saturn VIN 1G8ZK5272VZ307210."

Seconded: Mr. Moran

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

7. RECOMMENDED MOTION: "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 and/or sold at the highest possible salvage value:
- PULLED**  
Obsolete Equipment

<u>Building/Department</u>	<u>No. of Items</u>	<u>Date of List</u>
Abbey Lane (t.v.'s)	6	June 13, 2012
Gardiners (computers)	4	June 14, 2012
LMEC (scanners)	12	May 14, 2012
Division (computers)	11	June 19, 2012."

**NOTE:** Mr. Porrazzo inquired about the t.v.'s at Abbey Lane. He wanted to know if they were broken or outdated. Dr. Grossane remarked they were not functioning but he would get more information.

On the scanners, Mr. Porrazzo asked what plans the district had for them. Ms. Rhatigan commented that she would check.

Mr. Ward requested that the new form used for obsolete equipment be revised to add a column for when the item went out of service. Dr. Grossane remarked that if we can determine that date we will include it on the form.

8. RECOMMENDED MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, declare the science and math textbook series on the attached list from Abbey Lane Elementary School dated June 22, 2012, obsolete and that the items may be donated and/or sold at the highest possible salvage value."
- PULLED**  
Obsolete Textbooks

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

9. **Motion:** Ms. Marengi moved, “RESOLVED, that the Levittown Board of Education does, hereby, authorize students at MacArthur High School to participate in a foreign field trip to Costa Rica from March 21 through March 29, 2013.”
- RESOLUTION 12-13-32  
Authorization of Foreign  
Field Trip – Costa Rica

Seconded: Mr. Ward

**NOTE:** Mr. Pappas had an issue with this trip. He mentioned that he was hearing from parents, that if their child was playing on a team or in a performance group they had to drop out to go on the trip. Dr. Grossane explained that these trips are school sponsored and as such if a student is on a team or in a group they cannot be penalized since it is an excused absence. He will be speaking to the Athletic and Music Department regarding this.

Mr. Powers noted that the trip is for MacArthur High School students only.

Dr. Grossane reported that the trip is posted from the Amnesty International Group that only has a club at MacArthur. He mentioned that he was meeting with Dr. Ianni to discuss the merits of this trip and to determine if there would be a similar interest at Division.

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

10. **Motion:** Mr. Powers moved, “RESOLVED, that the Levittown Board of Education does, hereby, appoint George Kandilakis as Impartial Hearing Officer in a matter regarding student I.D. #1713050. and Jeanne Keefe as Impartial Hearing Officer in a matter regarding student I.D. #1326005.”
- RESOLUTION 12-13-33  
Appointment of Impartial  
Hearing Officers

Seconded: Mr. Porrazzo

**NOTE:** Dr. Grossane requested modifying the motion since the second case was settled and therefore withdrawn.

**AMEND AS FOLLOWS: Delete the following:** and Jeanne Keefe as Impartial Hearing Officer in a matter regarding student I.D. #1326005.

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED AS AMENDED 7-0.**

11. **MOTION:** Mr. Porrazzo moved, “WHEREAS, in the Board of Education’s continuing review and update of existing Levittown Board policies; and
- RESOLUTION # 12-13-34  
Approval of Policies – 5000  
Series/Business Operations

WHEREAS, the Levittown Board of Education has completed its review of the Business Operations Policy series with all appropriate parties and revised same as necessary;

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

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, accept the Business Operations Policy 5000 series.”

Seconded: Mr. Regan

**NOTE: Mr. Flower noted that this was the third and final reading for the , 5000 series, Business policies. He reviewed Policy #5710 and #5740 that needed changes. The Board discussed these changes and made their recommendations.**

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

- 12. Motion:** Mr. Moran 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 12-13-35  
Finance Manager Permissions

Seconded: Ms. Marenghi

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

- 13. Motion:** Mr. Moran moved, “RESOLVED, that the Levittown Board of Education does, hereby, appoint the following treasurers for a petty cash fund in the amount of \$100.00 each for the 2012-2013 school year:

RESOLUTION 12-13-36  
Petty Cash Accounts

Dr. James Grossane	Superintendent
Debbie Rifkin	Assistant Superintendent for Instruction
Darlene Rhatigan	Assistant Superintendent for Personnel
Mark Flower	Assistant Superintendent for Business & Finance
Audre Midura	Director – Vocational Education
Ron Kister	Director – Computer Department
J. Keith Snyder	Director – Physical Education Dept.
Tracy Von Eschen	Director – Special Education
Michael Hahn	Director – Buildings & Grounds
TBA	Supervisor - Transportation
Dr. George Maurer	Principal – Abbey Lane
Kathleen Valentino	Principal-MacArthur H.S.
Jeanmarie Wink	Principal-East Broadway
Dr. Francesco Ianni	Principal-Division Ave. H.S.
John Zampaglione	Principal-Salk M.S.
John Avena	Principal-Wisdom Lane M.S.
Frank Mortillaro	Principal-Northside
Susan Hendler	Principal-Gardiners Avenue
Anthony Goss	Principal-Lee Road
Keith Squillacioti	Principal-Summit Lane.”

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

Seconded: Ms. Marenghi

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

**MOTION:** Mr. Moran moved, "That the Board go into Executive Session at 9:12PM to discuss the schedules.

**Executive Session**

Seconded: Mr. Ward

**MOTION CARRIED. Seven members voting yes.**

**APPROVED 7-0.**

**NOTE: The Board reconvened in public at 9:17 PM.**

**14. MOTION:** Mr. Porrazzo moved, "To approve the following Schedules:

**RESOLUTION# 12-13-37  
Schedules**

Schedule 12-GG-1 (Resignation/Termination – Non-Instructional Personnel)."	1001
Schedule 12-H-1 (Appointments- Certified Personnel)."	1002
Schedule 12-H-1f-1 (Appointments- Summer School)."	1003
Schedule 12-o-1 (Students with Disabilities)."	1004

Seconded: Ms. Marenghi

**MOTION CARRIED. Seven members present voting yes.**

**APPROVED 7-0.**

**15. RECOMMENDED MOTION:** "WHEREAS, the Levittown School District ('District') no longer wishes to receive Civil Service lists with "District" residents listed with preference;

**PULLED  
Civil Service Lists**

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, approve the District's request to the Civil Service Commission to only canvas lists in score order."

**Note: Dr. Grossane requested that this item be pulled as further research needs to be conducted prior to being presented to the BOARD.**



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

16. **Ad Hoc –**

a. Re-registration

Dr. Grossane commented that there had been inquiries made regarding our re-registration policy. He noted that it is practice in many districts on Long Island, that at certain junctures in a student's career, families are asked to re-register and provide proof of residency. He remarked that it safeguards the district in the long run, protects our investment in our community and protects the homeowner to make sure that people are still residing in our town. Dr. Grossane stated that he needed a little more research to determine the logistics of the plan. He noted that this practice can be done in several ways. One way that he recommends, is every time a child moves to the middle school, the expectation is that as they exit elementary school, the family has to re-register their child.

Mr. Porrazzo asked if there is a method for this re-registration that can be done without the parent being present.

Dr. Grossane responded that parents need just to provide the documentation, possibly by mail. He noted that he would research how other districts are handling this. He reported that he would be working on this project for the summer and would report back to the Board by September.

Ms. Rhatigan suggested that registration could be held at night or at Parent Teacher Conferences.

Mr. Pappas noted that this plan is a major and much needed philosophical change in the way Levittown does business. This is something that affects all schools in the country. Mr. Pappas reported that in the first implementation of this plan, you could see a slight reduction in class size at no cost. He commented that every time you conduct a re-registration, you get a different result. People will know that Levittown checks to make sure that you are a resident. Mr. Pappas pointed out that since we have a very desirable school district, it is in the best interest of the community for us to ensure that anyone that is paying school taxes, is receiving all the services they are entitled to. He reported that there could be legal consequences if you are attending a school and do not live in the district. Mr. Pappas was in favor of moving forward with this project.

**MOTION:** Mr. Moran moved, "That the Board go into Executive Session at 9:19PM to discuss the schedules.

**Executive Session**

Seconded: Mr. Powers

**MOTION CARRIED. Seven members voting yes.**

**APPROVED 7-0.**

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**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