

BOARD OF EDUCATION  
LEVITTOWN UNION FREE SCHOOL DISTRICT  
LEVITTOWN, NY

DATE: August 8, 2012

REGULAR MEETING

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**MINUTES**

**THE REGULAR BOARD MEETING OF THE BOARD OF EDUCATION**, was duly called and held on Wednesday, August 8, 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 (arrived at 7:36 PM)  
Mr. Peter Porrazzo – Vice President  
Mr. Kevin Regan - Secretary  
Mr. Edward Powers  
Mr. Frank Ward (excused absence)

**ADMINISTRATION**

Dr. James Grossane – Superintendent of Schools  
Ms. Darlene Rhatigan – Assistant Superintendent  
Ms. Debbie Rifkin – Assistant Superintendent  
Mr. Mark Flower – Assistant Superintendent

**OTHERS**

Mr. Robert H. Cohen– School Attorney  
Ms. Elizabeth Appelbaum – District Clerk  
Mr. James Reilly - Division Avenue Student Liaison

**I. CALL TO ORDER**

- A.** Pledge of Allegiance
- B.** Mr. Porrazzo, Acting Chairman, called the Regular Board Meeting to order at 6:15 PM. On a motion by Mr. Moran, seconded by Mr. Powers and approved (5-0) that the Board adjourn to Executive Session to discuss items on the Executive Session Agenda relating to personnel matters.
- C.** The Board reconvened in Public Session at 7:35 PM at which time Mr. Porrazzo asked everyone to stand for the Pledge of Allegiance and a moment of silence for all our troops fighting overseas and for a teacher who lost her husband.

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II. **ANNOUNCEMENTS**

Mr. Porrazzo welcomed the new student liaison from Division Avenue High School, James Reilly, to the Board Meeting.

**NOTE: After getting himself settled, Mr. Pappas presided over the meeting.**

III. **APPROVAL OF MINUTES**

**MOTION:** Ms. Marengi moved to "Make the necessary corrections and move the approval of the minutes of July 11, 2012(Organizational Meeting), July 11, 2012 (Regular Meeting) and July 25, 2012 (Special Meeting)."

**APPROVAL OF MINUTES**

Seconded: Mr. Powers

**NOTE: The Board requested corrections which were reflected in the approved minutes.**

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

IV. **REPORTS**

A. Superintendent:

1. Follow-up to Prior Public Be Heard Questions  
(None)

Follow-up to Board Questions  
(None)

2. Superintendent's Report:

Dr. Grossane advised the Board that the Memorial Garden at Division Avenue High School was being prepared. He noted that an old oil tank was discovered there and has been removed. The tank was not compromised and the soil was tested and cleared by the DEC. Dr. Grossane shared that the construction on the Memorial will resume shortly.

B. Board of Education:

1. Comments & Reports:  
(None)

2. Correspondence  
(None)

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IV. REPORTS - (continued)

3. Student Liaisons

Mr. Reilly spoke about his background. He is a senior at Division Avenue High School where he is on Student Council, plays lacrosse and is involved in other after school activities. Mr. Reilly remarked he was glad to be a student liaison.

Dr. Grossane reported that the student liaison from MacArthur, Jennifer Newins, was visiting colleges and was therefore unable to attend tonight's meeting.

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

VI. **ACTION ITEMS: NEW BUSINESS**

1. **MOTION:** Ms. Marengi moved, "WHEREAS, all claims, warrants and charges against the School District have been reviewed by the Internal Claims Auditor and have been certified by the Internal Claims Auditor for payment,

RESOLUTION # 12-13-42  
Warrants

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

Seconded: Mr. Powers

**NOTE:** Mr. Powers asked if there was any more information on the Apple purchase. Dr. Grossane explained this was for the purchase of iPads that the Administration will be using as part of the APPR training.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

2. **MOTION:** Mr. Regan "RESOLVED, that the following budget (\$197,096,874) of the necessary claims and expenditures in Levittown Union Free School District (#5), in the Town of Hempstead, school year 2012-2013, amounting to

RESOLUTION #12-13-43  
Setting the Tax Levy

	\$ 189,996,581	School Purpose
	\$ 7,100,293	Library Purpose
Total	\$ 197,096,874	be and the same is hereby accepted; and

BE IT FURTHER RESOLVED, that the sum of

	\$ 127,366,353	School Purpose
	\$ 6,955,917	Library Purpose
Total	\$ 134,322,270	be the remainder of the budget adopted as

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

above and the amount which must be raised by taxation (\$127,366,353) for School Purposes and \$6,955,917 for Library Purposes; Total: \$134,322,270) for the Levittown Union Free School District (#5) of the Town of Hempstead, Nassau County, New York for the year 2012-2013 be levied upon the taxable property of said school district as said property has been certified to by the Board of Assessors for the school year 2012-2013; and

BE IT FURTHER RESOLVED, that the District Clerk of this School District be and is hereby authorized and directed, pursuant to Section 6-20.0 and amendments thereto of the Nassau County Administrative Code to file a certified copy of these resolutions with the Nassau County Legislature and the Board of Assessors, Mineola, New York, on or before August 15, 2012.”

Seconded: Mr. Porrazzo

The foregoing resolution was duly put to vote on a roll call, which resulted as follows:

6 YES            0 NO

<b>Present :</b>	Mr. Pappas	<u>Yay</u>
	Mr. Porrazzo	<u>Yay</u>
	Mr. Powers	<u>Yay</u>
	Mr. Moran	<u>Yay</u>
	Ms. Marenghi	<u>Yay</u>
	Mr. Regan	<u>Yay</u>

**Absent:** Mr. Ward

The resolution was declared adopted.

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

**APPROVED 6-0.**

**NOTE: Mr. Porrazzo asked the District Clerk why a roll call was taken. She responded that it was past practice.**

3. **MOTION:** Ms. Marenghi moved, “BE IT RESOLVED, that Ms. Marenghi be appointed as a representative of the Levittown Board of Education to the Levittown Teachers’ Center Policy Board for the 2012-2013 school year.”

RESOLUTION # 12-13-44  
Teachers’ Center Policy  
Board Liaison

Seconded: Mr. Powers

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

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VI. **ACTION ITEMS: NEW BUSINESS** (continued.)

4. **MOTION:** Mr. Moran moved, "RESOLVED, that the Levittown Board of Education does, hereby, declare the equipment on the following lists obsolete and that the items may be discarded and/or sold at the highest possible salvage value: RESOLUTION #12-13-45  
Obsolete Equipment

<u>School/Building</u>	<u>No. of Items</u>	<u>Date of List</u>
Abbey (laminator)	1	7-11-12
LMEC (computers)	797	7-10-12."

Seconded: Mr. Regan

**NOTE:** Mr. Powers asked if there was any more information received on the laminators. Dr. Grossane remarked that he has been unable to reach Ms. Wallace concerning the matter. He will report back to the Board when he does.

Ms. Rhatigan, responding to Mr. Ward's e-mail on the discarding of the computers, commented that they are over eight years old and had been taken apart for all salvageable materials. Mr. Porrazzo wanted to make sure he understood that these were not one year's worth of computers but material that we have been collecting over the years. Ms. Rhatigan noted that she found a company that was paying approximately \$12,000 for the monitors.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

5. **MOTION:** Mr. Powers moved, "RESOLVED, that the Levittown Board of Education does, hereby, declare the following textbook series from Division Avenue High School obsolete and that the items may be discarded and/or sold at the highest possible salvage value: RESOLUTION #12-13-46  
Obsolete Textbooks

<u>Textbooks</u>	<u>No. of Text Books</u>	<u>Date of List</u>
American Voices (1995)	80	7/16/12"

Seconded: Ms. Marenghi

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

**NOTE:** Mr. Pappas informed Mr. Reilly, the student liaison, that the prior student liaisons had set up a program to donate used books. Mr. Reilly was aware of this program. Dr. Grossane shared that a resident was volunteering to set up the program at MacArthur.

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VI. **ACTION ITEMS: NEW BUSINESS** (continued.)

6. **MOTION:** Mr. Moran moved, "RESOLVED, that the Levittown Board of Education does, hereby, declare the following school buses on the attached list obsolete and that they may be traded in for a value of \$26,000 each:

RESOLUTION #12-13-47  
Obsolete Vehicles

<u>Bus #</u>	<u>Number</u>
Bluebird School Bus #44	1BAKFCKA85F228826
Bluebird School Bus #43	1BAKFCKA85F228825
Bluebird School Bus #42	1BAKFCKA85F228824
Bluebird School Bus #41	1BAKFCKA85F228823."

Seconded: Mr. Porrazzo

**NOTE:** Dr. Grossane explained that in the budget we have the money to replace four buses this year. The above buses are being put out of service but they do have a residual trade value of \$26,000 each. Dr. Grossane would like to use the \$104,000 from this trade-in to purchase a handicap bus and use the surplus money to offset the purchase price of the four new buses. We have enough buses left in our fleet to be used in an emergency capacity.

Mr. Porrazzo asked the model year of these buses. Mr. Flower responded 2005. Mr. Porrazzo commented that net-net the buses will cost us \$50,000 after aid so we are getting more than half our money back. He questioned whether these buses were the small ones.

Mr. Flower responded that last year we bought seven or eight vans. He noted that in the budget, money is available for four large buses with 66 passenger capacity. He remarked that he would like to purchase one wheel chair bus with the additional revenue.

Mr. Pappas asked Mr. Flower to net out the original cost of the buses, minus aid and minus the trade in money. Mr. Flower replied he would need to look into the aid ratio. He will get back to the Board on this.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

7. **MOTION:** Ms. Marengi moved, "WHEREAS, it has become necessary to hire a Police Science (Public and Private Security) teacher at GC-Tech; and

RESOLUTION #12-13-48  
Police Science Teacher

WHEREAS, after substantial efforts to secure a satisfactory teacher, the only acceptable applicant is a retired police officer;

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, approve the hire of Robert MacKay as the aforementioned Police Science teacher for the period September 1, 2012 through June 30, 2013.

Seconded: Mr. Powers

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VI. **ACTION ITEMS: NEW BUSINESS** (continued.)

**NOTE:** Mr. Powers asked if Mr. MacKay had teacher certification. Ms. Rhatigan explained that several years ago when he started he was not certified but was in the process of obtaining his certification.

Mr. Porrazzo inquired why if he has his teacher certification, we have to renew this resolution every year. Ms. Rhatigan responded because he is a retired police officer.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

8. **MOTION:** Mr. Powers moved, "RESOLVED, that the Levittown Board of Education accepts the Free and Reduced Price Meal Program policy, including the annual Family Eligibility Criteria for Free and Reduced Meals as described in the attached policy statement and attachments in accordance with the guidelines established by the U. S. Department of Agriculture and the New York State Education Department, Bureau of School Food Management and Nutrition."

RESOLUTION # 12-13-49  
Guidelines for Free and  
Reduced Price Meal Program

Seconded: Ms. Marengi

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

9. **MOTION:** Mr. Porrazzo moved, "RESOLVED, that the Levittown Board of Education does, hereby, maintain the Driver Education tuition at \$470 per semester for the 2012-2013 school year."

RESOLUTION #12-13-50  
Driver Education Tuition

Seconded: Mr. Regan

**NOTE:** Mr. Pappas noted that the price is the same as last year. Ms. Rifkin commented that we have been in the black for all of last year and project it will continue for the coming year. Our plan is to continue to allow all students to take the course and use the East Meadow Driving School for any overflow that we don't have enough in house teachers to provide that instruction.

Mr. Pappas noted that we have depreciation on our vehicles. He asked if we are generating enough revenue to replace our vehicles. Ms. Rifkin remarked that the program is producing enough money to replace if necessary. She noted that we are very close to needing a new car.

Mr. Pappas asked legal counsel, Bob Cohen, that even though we are self sufficient, is it a requirement for the program. Mr. Cohen responded no.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

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VI. **ACTION ITEMS: NEW BUSINESS** (continued.)

**10. MOTION:** Mr. Moran moved, "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,

RESOLUTION #12-13-51  
Recommendation of  
Impartial Hearing Officer

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 2012-2013 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."

Seconded: Mr. Powers

**NOTE:** Mr. Cohen shared that this resolution will allow the Board President to appoint from a rotational list which provides convenience.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

**11. MOTION:** Mr. Regan moved, "RESOLVED, that the Superintendent of Schools be authorized to file on behalf of the Levittown Union Free School District and its Board of Education, an application for 2012-2013 funding provided under the terms of the Federal Education Consolidated Application No Child Left Behind Act of 2001, Title I, Title II – Part A, Title II – Part D, Title III, Title IV, and Universal PreK."

RESOLUTION # 12-13-52  
Approval of Grants

Seconded: Mr. Powers

**NOTE:** Mr. Pappas inquired if we were receiving all the monies we are entitled to. Mr. Flower responded that we are still waiting on some allocations. He reported that we will not be receiving Title I Immigrant money which totaled about \$70,000 last year. This grant money is based on a national formula which looks at immigrant growth within a particular district. Not many districts in New York State receive this money. Mr. Flower pointed out that although our numbers are up over the past, they did not grow proportionately to what the standard is.

Mr. Pappas asked if Title I is tied to Free and Reduced Lunch. Mr. Flower remarked affirmatively. Mr. Pappas inquired how we were percentage wise from last year to this year on Free and Reduced Lunch and has our aid changed. Mr. Flower answered that our aid did not change very much based on the six schools that qualify as Title I schools. However, the Free and Reduced numbers have gone up significantly in the district but the four that did not make it are still below the threshold to be considered a Title I school. Therefore, the overall money to the district did not change but the number of students participating in Free and Reduced Lunch has gone up.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**



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VI. **ACTION ITEMS: NEW BUSINESS** (continued.)

**12. MOTION:** Mr. Moran moved, "BE IT RESOLVED, that the Levittown Board of Education approve the Extension of Contract for School Food Service Management with Chartwells for the 2012-2013 school year, at an annual increase based on the New York Northeast CPI (Consumer Price Index) of 1.8%."

RESOLUTION #12-13-53  
Extension of Contract for  
School Food Service  
Management.

Seconded: Mr. Regan

**NOTE:** Mr. Porrazzo noted that the new contract calls for a 1.8% increase. Mr. Flower remarked that this is set by State Law. He explained that you have a five year option with the food service management company to be able to renew without going out for bid. The maximum the food service management company can increase their contract is based on the May Consumer Price Index which is 1.8%. Mr. Flower noted this contract is a continuation of the existing contract.

Mr. Porrazzo asked if everyone was happy with Chartwells. Mr. Flower remarked they are. He shared that Chartwells will be presenting at the August 22<sup>th</sup> Planning Session where they would like the community and Board to be aware of the new Federal Government mandates on the different types of servings and servings sizes. Mr. Flower reported that this mandate will have a significant impact on the meals being served. He mentioned that Chartwells is trying to work within the guidelines of the contract.

Mr. Pappas questioned if they are serving less food wouldn't they have a larger profit. Mr. Porrazzo answered that the food they have to serve is more expensive such as whole wheat bread and more fruits and vegetables.

Mr. Pappas noted that we now have a good working relationship with Chartwells. Mr. Flower pointed out that we are very happy with the Food Service Manager, Mr. Levin, assigned to our district who will be with us for the next year. Mr. Pappas thanked Mr. Flower, Mr. Levin and all those involved with Food Service.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

**MOTION:** Mr. Porrazzo moved, "That the Board go into Executive Session at 8:24 PM to discuss the schedules."

**EXECUTIVE SESSION**

Seconded: Mr. Powers

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

**NOTE:** The Board reconvened in public at 8:46 PM.

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VI. **ACTION ITEMS: NEW BUSINESS** (continued.)

13. MOTION: Mr. Porrazzo moved, "To approve the following Schedules:		RESOLUTION# 12-13-54 <u>Schedules</u>
Schedule 12-G-2 (Resignation/Termination – Certified Personnel)."	1000	
Schedule 12-GG-2 (Resignation/Termination – Non-Instructional Personnel)."	1001	
Schedule 12-H-3 (Appointments – Certified Personnel)."	1002	
Schedule 12-H-3a (Appointments – Administrators)."	1003	
Schedule 12-H-3al (Salary Change – Certified Personnel)."	1004	
Schedule 12-H-3c (Designation - Consultants)."	1005	<b>AMENDED</b>
Schedule 12-H-3g (Designation - Coaches)."	1006	
Schedule 12-HH-3 (Appointments – Non-Instructional Personnel)."	1007	
Schedule 12-K-2 (Leave of Absence - Certified Personnel)."	1008	
Schedule 12-O-2 (Students with Disabilities)."	1009	

Seconded: Ms. Marengi

SEPARATE VOTE on Schedule 12-H-3c:

**AMEND AS FOLLOWS:** on #2 change the effective date to October 2 –December 10, 2012.

**NOTE:** Mr. Pappas voiced his concern regarding the schedule for Adult Education consultants. He felt the Adult Education program was a financial and civil liability to the district. This is because the vendors are not self insured but are under the school district's insurance policy. He pointed out that if there is an injury at one of the buildings, to one of the vendors, the district would be sued. Additionally, he was worried about the programs teachers whose income is not on a 1099 as an independent contractor, but as an employee of the district. Mr. Pappas remarked these earnings are pensionable and the district is not collecting funds for related payroll costs. He doesn't want to stop the program because it is a valuable asset to the community. Mr. Pappas commented that this has been going on for quite a while but the program needs to be reworked.

Mr. Powers questioned if someone requests to use a room in one of our buildings, do they need to have insurance. The answer was yes they do.

Mr. Cohen reported that he would gather information as to what type of organizations these are such as alter ego of the school district or a separate entity. Once the status is established, it will be determined whether it can be changed to the Boards satisfaction to address all these needs.

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VI. **ACTION ITEMS: NEW BUSINESS** (continued.)

Dr. Grossane commented that he would do some investigation with other school districts within the county and reach out for guidance to Nassau BOCES. He noted we will try to find a way to keep the program and not have the liability.

**MOTION CARRIED. Five members voting yes.  
One member voting no. (Mr. Pappas)**

**APPROVED AS AMENDED 5-1-0**

VOTE ON ALL OTHER SCHEDULES:

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0**

**NOTE:** Dr. Grossane welcomed the new Assistant Business Manager, Robert Howard. He reported that Mr. Howard brings financial experience to the job and will be an asset to the business office. The Board wished him well. Mr. Howard thanked everyone for their trust and confidence.

**14. MOTION:** Mr. Powers moved, "WHEREAS, it is desirous of the Levittown Public Schools to offer an SAT Classroom Prep course for the October 6, 2012 SAT; and

**RESOLUTION #12-13-55**  
**SAT Prep Course**

WHEREAS, Kaplan, Inc., offers such a course;

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, approve Kaplan, Inc., to provide a complete SAT Classroom Prep course for the October 6, 2012 SAT at an individual tuition rate of \$200 per student.

Seconded: Mr. Moran

**NOTE:** Dr. Grossane explained that this resolution is because of a request last year to look at other ways to deliver SAT preparation to the district in lieu of what was done through Adult Education. He reported that discussions were had with Kaplan and this was brought to the Board to see if the community would be interested. This course would be given in the evening, hold approximately 30 students and be taught by a Kaplan instructor. Dr. Grossane noted that the cost to take this course privately would be approximately \$500. We would offer it at a reduced fee of \$200. He noted that the district has offered other SAT programs before, during and after school. Dr. Grossane remarked that there were a lot of questions from the Board regarding these programs.

Mr. Pappas shared his concerns regarding the set up of the program. He stated that the idea of having a Kaplan prep course came from him. He was looking to improve something we had for our students but it has morphed into something entirely different. Mr. Pappas reported that the current program costs the district \$8,000 per year. There are 25 students at each of two schools, it is given twice a year, with each student paying \$25 for course materials. The new Kaplan program raised the price 700%. We are paying \$5590 for the Kaplan course for a maximum of 30 students. Mr. Pappas no longer wants his name associated with this program. He remarked he had received many inquires as to why he raised the price. He noted that the public does not realize that this is a different course. He said that the discussion

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VI. ACTION ITEMS: NEW BUSINESS (continued.)

on the Kaplan SAT was never done in public session, only executive session, where a consensus was formed to move forward. He remarked that anytime public money is spent, it must be discussed out in public so the community has a chance to hear about it. Mr. Pappas was upset by what transpired. Mr. Cohen reported that moving forward, any formal action must be done in public with a Board agenda item, discussion and a vote. Mr. Pappas expressed his dismay that the district spends a lot of money on many free clubs and sports for the students, but can't find money for SAT Prep courses. He went on to elaborate on other expenses the district pays for. Mr. Pappas requested research be done on the money spent on the morning program and when and how it was approved. He stressed that our job is to educate our students, get them into the best colleges and the give them the best opportunities.

Mr. Pappas asked if bids were sent out to other SAT Prep classes. Mr. Cohen responded that bids are not necessary for professional services. Mr. Pappas felt it would be prudent business to advertise that the district is looking for SAT services. In this way, we could find the lowest possible price for this service. Ms. Rifkin reported that she researched services about a year and a half ago and obtained costs from other programs. She stated that recently she received a request to go with Kaplan.

Mr. Porrazzo asked if Mr. Pappas was worried about the people who couldn't afford the program. Mr. Pappas answered that he was concerned about those families who are ashamed to admit they need assistance. Mr. Porrazzo suggested that the district run the Kaplan program at a breakeven cost and still run the current programs. Hopefully, the district programs can be monitored and improved.

Dr. Grossane spoke about the issues that brought about the discussion of the Kaplan services. He reported that the Board was not pleased with the Adult Education prep course. They felt it was not effective and wanted Central Office to do some research to come up with something different. Dr. Grossane mentioned that the students paid for their materials and the district paid for the salary of our teachers. Our auditors advised us that we could not do this with Kaplan instructors because they are not district employees. They are hired and employed by Kaplan. We grant them use of our space in exchange for a reduced rate on their program for our students. Mr. Pappas asked if there was a legal precedent on this issue. Mr. Cohen said it comes down to who is the employee working for. The instructors are employees of Kaplan who sets their terms, hours, etc. Ms. Rifkin pointed out that we are managing the registration and collecting the money in order to receive the reduced price.

Dr. Grossane commented we are in a predicament to find a program that will benefit our students. He noted that the district has run an Adult Education and morning program for SAT prep for many years. We can investigate changing the structure of the programs or having a course during the day which would be costly. Ms. Rifkin commented that we can try to train our teachers to learn the skills necessary to take SAT tests. It would be very expensive. Dr. Grossane felt this might be a good investment.

Ms. Rifkin reported that prior to last year, the program was run as one fifth of a teacher's schedule. This was changed recently, to reduce the cost of the program. Mr. Pappas remarked that no one on the Board was aware of this.

Mr. Powers commented that we are using our buying power to negotiate a better deal with Kaplan for our students. He questioned whether it is our goal to reduce the tax burden for the community with the current SAT program. Mr. Powers noted that if we educate more, the residents pays more, if we outsource the program, we transfer the burden to the student taking the class.

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VI. ACTION ITEMS: NEW BUSINESS (continued.)

Dr. Grossane was asked if people had signed up for the course yet since it was advertised on our website. He responded that only one person had come in with a check that was returned and the posting was taken off the website since the Board had questions. Dr. Grossane noted that the caveat was that there had to be enough students enrolled to run a course. He felt that if the Kaplan course is not given then we have an obligation to run a program. We need to judge the efficacy of each of our prep programs, to see if it benefits our students. A discussion followed about each program and what the district should offer.

Ms. Marengi asked if this Kaplan program was ever run before. The answer was no. She complimented Mr. Pappas on a great idea. She noted that people are not aware that this is a different service. There is a tremendous difference between SAT prep programs. Kaplan instructors are trained to teach how to take the SATs. Ms. Marengi felt it was important that we run this program and commented that we are offering it because we truly want to give our children a fair shake to get a Kaplan program for only \$200. This program will give our students a greater edge to get into more competitive schools. Ms. Marengi suggested that we offer the Kaplan program along with the other prep classes the district provides. In this way, parents have the option of choosing which program they want. She understood and was concerned that the cost would be a consideration for many parents. She remarked that we can study the growth in the students between in-district programs vs. Kaplan. Mr. Porrazzo mentioned that Kaplan measures the results of their programs.

Mr. Powers asked Mr. Reilly if he had taken any of the SAT prep courses. Mr. Reilly responded that he took both the morning class and evening Adult Education program. He reported that in the morning class, students came in late, attendance was poor and you had limited time. In the Adult Education class, the student to teacher ratio was low therefore you had to wait for help. Mr. Reilly felt the evening classes were more valuable but it came down to what you could do on your own.

Mr. Regan recommended offering the Kaplan program specifically because of the cost savings. Rather than run all of the programs, he would like a review of the other courses to see which one is more beneficial. Dr. Grossane commented that we will compile data and look into options.

The Board discussed the motion and decided to amend the resolution.

AMEND 1<sup>ST</sup> PARAGRAPH TO READ:

Mr. Powers moved, "WHEREAS, it is desirous of the Levittown Public Schools to offer *a new, additional* SAT Classroom Prep course for the October 6, 2012 SAT; and

**MOTION CARRIED. Five members voting yes.  
One member voting no. (Mr. Pappas)**

**APPROVED AS AMENDED 5-1-0**

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VI. **ACTION ITEMS: NEW BUSINESS** (continued.)

**15. MOTION:** Mr. Porrazzo moved, "RESOLVED, that the Levittown Board of Education does, hereby, accept with thanks the following gift:

RESOLUTION # 12-13-56  
Gift to School

- a) a check in the amount of \$2,000 for the Levittown School District, given by Bonanza Productions, Silvercup Studios East, 34-02 Starr Avenue, Long Island City, NY 11101

Seconded: Mr. Regan

**NOTE:** Mr. Pappas explained this money was a donation for the use of our facilities for one night to park their vehicles at MacArthur High School while they were filming on Hunt Road. Mr. Pappas thanked Bonanza Productions for their generous gift.

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

**16. Ad Hoc –**

- a) Policies (Personnel) 6210-6230  
Second Read: Personnel 6110-6180

Ms. Rhatigan went over the new policies and reviewed those policies that needed changes. Mr. Porrazzo asked questions on Policy # 6150 – Alcohol, Drugs and Other Substances (School Personnel) specifically dealing with alcohol in the workplace. After discussing with Mr. Cohen, the policy was modified to include Mr. Porrazzo suggestions.

Mr. Pappas asked if any schools had policies for synthetic drugs. Mr. Cohen reported that he was aware of a recent bulletin from SED recommending that all districts amend their Code of Conduct to include synthetic marijuana. Ms. Rhatigan remarked that our policy has already been changed.

- b) Policy 1500 – Public Use of Facilities  
Regulation 1500.1 – Public Use of School Facilities  
Regulation 1500.2 - Application and Fee Schedule

Mr. Flower explained that his office would now be handling the facilities usage process. He noted that he is trying to implement the new School Dudes System. Mr. Flower pointed out that our old system charged organizations overtime for custodial services, which were not billed until after the event occurred. Mr. Flower felt organizations should know upfront the cost of using our facilities. He was reviewing how we charge the different organizations to determine if we could breakout these costs. This policy looks at who can use our buildings, what they can be used for, what the responsibility is of the organization, time lines and a fee schedule.

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VI. ACTION ITEMS: NEW BUSINESS (continued.)

Mr. Porrazzo commented that he felt it would be hard to determine upfront what the cost would be since there are many unknown factors. Mr. Flower mentioned that bills don't go out until months later because of how our payroll process works. Mr. Porrazzo pointed out that this policy would need a lot of time to review and would need to be discussed with knowledgeable people.

Mr. Powers complimented Mr. Flower on doing a good job in trying to encapsulate all the various elements in the policy. He had many suggestions for the policy such as listing golf carts under prohibiting power vehicles, weaving into the policy whether or not it is a Levittown program, checking the residency requirement and under security deposit, include a form, receipt and cash collection procedure.

Mr. Flower shared that he did not want to discourage organizations from using our facilities because we are here for the community. He noted that this is why there is no charge for use of the facilities except where custodial overtime is involved.

Mr. Pappas asked if we are allowed to charge for use of a building if we do not incur a cost. Mr. Flower responded yes. Mr. Cohen stated that for a non Levittown organization, you have to at least recoup any costs that are incurred.

Mr. Regan mentioned that there is an issue with people who use our facilities and fields and are running profit type organizations. They misrepresent themselves and we should be watchful of this. Mr. Flower noted that the School Dudes System will be available to our security guards so we can monitor who is using these fields. Mr. Cohen reported that we have to be careful of private organizations that are trying to traffic on the district's name.

Mr. Flower asked the Board to review this policy so it could be discussed again. He noted it would make scheduling facilities much easier.

c) RFPs – Architectural Services

Mr. Pappas had concerns regarding the fee schedule associated with the architectural services of Lucchesi Engineering. He felt with all the business we have given them, that their fee percentage should go down. Mr. Pappas acknowledged that he had felt that the project would not be completed this summer.

Mr. Porrazzo noted that the volume of work was not anticipated by anyone and the current architect should be given the opportunity to re-price before we go out for an RFP.

Mr. Regan agreed that at the time, we did not know the scope of the work to be done. He commented that they are charging the industry standard. Mr. Regan asked

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VI. ACTION ITEMS: NEW BUSINESS (continued.)

Mr. Flower if he was happy with the architect's work. Mr. Flower responded he was disappointed with the delay of the work at Division Avenue. Other than that, he was pleased with their work.

Dr. Grossane agreed that he was satisfied with the quality of their work but also disappointed with the late filing of permits and not being able to complete the work this summer. Dr. Grossane noted he would arrange a meeting with Mr. Flower and Luchessi Engineering to discuss the Board's concerns and intent.

d) E-docs

This item will be discussed at the next meeting.

e) New Class

Dr. Grossane reported that we are very close to the limit for class size for kindergarten at East Broadway School. He was recommending the section be split to add a new section. The consensus from the Board was to go ahead.

f) Signing Contracts

Mr. Pappas commented that he had over 100 contracts that had to be reviewed and signed. Since his hand is injured, Mr. Cohen is allowing him to use a stamp for his signature. Mr. Pappas has always reviewed all contracts and he is concerned because he finds many errors such as missing papers. He was asked whether the Board would like him to continue checking these documents or if he can just sign them. Mr. Porrazzo stated that the Board President should not have to read these contracts page by page but should be able to just flip through them. He felt that someone in the business office should be checking them for accuracy. Mr. Pappas suggested that he spot check the documents but not sign any contract with a photostat signature. Dr. Grossane advised Mr. Pappas to return the documents and he would have them checked.

g) Vending Machine's Services

Mr. Cohen was asked about the status of the vending machines. He had advised that the district go out for a new RFP which now has solid specifications. Mr. Flower reported that an RFP has gone out and bids will be opened on August 15, 2012. On August 16, there will be sampling by the Food Service Committee in anticipation of bringing an action item to the next meeting for approval.



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VI. ACTION ITEMS: NEW BUSINESS (continued.)

h) Special Education Contract Costs

Mr. Pappas said he had requested information on special education contract costs and related services. He felt there was a disparity between the different providers. Since the list he had received last year was difficult to read, Mr. Pappas would like a new list with every person involved with OT and PT, what their duties are and what they are paid. He wants to compare these prices and insure that we are getting the best service at the lowest rate. Mr. Pappas stated that since we have a large special education population, we should be able to negotiate prices to fit our needs. Mr. Porrazzo suggested consolidating with other districts and sending out an RFP, stating what we need and the rates we are willing to pay.

Since Dr. Grossane had run a large special education department, he advised putting out an RFP and engaging individuals, to work as consultants for Levittown, to provide the OT and PT services. They would not be our employees so we would not have to pay benefits. Dr. Grossane remarked he would work with Ms. VonEschen on this request. Mr. Porrazzo wanted to know what the selection process would be and what the system of verification was. Dr. Grossane remarked that every effort is made to use the person asking for the lowest amount first and they will be asked to verify the process used.

Mr. Cohen commented that with an RFP, you can go to the lowest proposer, and tell them what you are willing to pay. He was asked if the price can be stated in the contract. Mr. Cohen responded that legally you can put in a maximum number, but then you are limiting your pool of proposers.

**MOTION:** Mr. Powers moved, "That the Board go into Executive Session at 10:38 PM to discuss personnel matters.

Executive Session

Seconded: Ms. Marenghi

**MOTION CARRIED. Six members voting yes.**

**APPROVED 6-0.**

**NOTE: The Board reconvened in public at 11:00 PM.**

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VII. **ADJOURN**

**MOTION:** Mr. Porrazzo moved, seconded by Mr. Moran  
to adjourn the public meeting 11:01 PM.

**ADJOURNMENT**

Respectfully submitted

Elizabeth Appelbaum  
District Clerk

**NOTE: TAPES OF THE MEETING ARE AVAILABLE FOR REVIEW AT THE LEVITTOWN LIBRARY.**

**ATTACHMENTS TO BOARD OF EDUCATION MINUTES**

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**V. PUBLIC BE HEARD**

**PLEASE NOTE: COPIES OF ATTACHMENTS SUBMITTED ARE GIVEN TO THE BOARD OF EDUCATION AND THEN KEPT WITH THE OFFICIAL MINUTES IN THE DISTRICT CLERK'S OFFICE.**

**The guidelines pertaining to Public Be Heard were read. Dr. Grossane and/or Board members will respond to questions, after the last speaker is heard.**

**Jane Finkelstein                      848 Mayer Drive, Wantagh, NY**

Ms. Finkelstein had several questions for the Board. The first was on the Kaplan SAT prep course. She noted that other districts have a prep course during the day in their curriculum. She wanted to know why Kaplan was picked and if other SAT prep services were checked. Additionally, what is the ratio of student to teacher in the classes.

Ms. Finkelstein's second question was on the ELA scores. She commented that some residents in Levittown had received their scores while others in Seaford and Wantagh did not.

Ms. Finkelstein's third question was why our district does not have AP Prep classes as other district do.

Ms. Finkelstein's fourth question was on the step increases received by ten teachers. She wanted to know if the step increases required attending a school or if it was done by computer.

Lastly, Ms. Finkelstein remarked that for the money we pay in taxes, our students should be given the same services for success as our neighboring districts.

**Kathleen Vaughn Ware                      824 Pineneck Rd., Seaford, NY**

Ms. Vaughn Ware thanked the Board of Education for volunteering. She commented that most people are not aware that you volunteer your time without pay. She mentioned that the recent issue of the Levittown Leader had several errors. She wanted to know who does the proof reading for the newsletter. Additionally, Ms. Vaughn Ware reported that at the Nassau County Awards, six boys from the MacArthur boys Lacrosse Team received academic athletic honors. The Mac Arthur girls Softball team may also be a scholar athletic team. She feels it is important that we recognize our athletics who are also doing well in school. Besides in the newsletter, Ms. Vaughn Ware wanted to know, how we can relay information of this kind to the public. She noted that we need to recognize our scholar athletes in publicity that goes out.

**ATTACHMENTS TO BOARD OF EDUCATION MINUTES**

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**RESPONSE:**

**In response to Ms. Finkelstein's concerns:**

Regarding the questions on the SAT prep courses, Dr. Grossane remarked that he would be discussing the SAT programs later in the agenda.

In response to her question on the mailing of the ELA scores, he commented that they were mailed out this week by BOCES. He stated he would call them to find out what happened. Dr. Grossane stated that each post office may process the letters differently but that they were sent out from Garden City at the same time. Mr. Porrazzo mentioned that for years, the district has had complaints about receiving the scores late. This was one of the reasons that we outsourced the mailing to BOCES.

Regarding the attendance on salary schedules for step increases, Dr. Grossane reported that to receive salary credit, the courses cannot all be taken on line, there must be hours sat in class. It must be an accredited, approved, New York State Institution. Mr. Porrazzo noted that the material must be approved by Central Office.

**In response to Ms. Vaughn Ware's comments:**

Dr. Grossane reported that information on athletics usually comes from the Athletic Office. He will inquire if Mr. Snyder made Syntax aware of these awards. He agreed with Ms. Vaughn Ware that these students should be applauded. Mr. Porrazzo asked what the requirements were for a scholar athlete? Dr. Grossane remarked for an individual, it is an average of 90 or above. For a scholar athletic team, the team average must be 90 or above.

Respectfully submitted,

Elizabeth Appelbaum,  
District Clerk