

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

DATE: FEBRUARY 3, 2016

REGULAR MEETING

MINUTES

THE REGULAR MEETING OF THE BOARD OF EDUCATION was duly called and held on Wednesday, February 3, 2016 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 Public Library and posted on the district's website. Further, all members of the Board of Education had due notice of said meeting.

I. CALL TO ORDER

BOARD OF EDUCATION

PRESENT:

Ms. Peggy Marengi, President
Mr. James Moran, Vice President
Mr. Karen Quinones-Smith, Secretary
Ms. Marianne Adrian
Mr. Michael Pappas
Mr. Frank Ward – excused absence

ADMINISTRATION

Dr. Tonie McDonald - Superintendent of Schools
Ms. Darlene Rhatigan - Assistant Superintendent
Ms. Debbie Rifkin - Assistant Superintendent
Mr. William Pastore – Assistant Superintendent
Dr. Donald Sturz – Assistant to the Superintendent

OTHERS

Mr. Robert H. Cohen - School Attorney
Ms. Elizabeth Appelbaum - District Clerk
Mr. Armaninder Thind – MacArthur High School Student Liaison
Mr. James Lunetta – Division Avenue High School Student Liaison

- A. Pledge of Allegiance

- B. Ms. Marengi, President, called the Regular Board Meeting to order at 6:15 PM. On a motion by Mr. Moran, seconded by Mr. Pappas and approved (5-0) that the Board adjourn to Executive Session to seek the advice of legal counsel

- C. The Board reconvened to Public Session at 7:35 PM on a motion by Ms. Quinones-Smith, seconded by Mr. Moran and approved (5-0). Ms. Marengi asked everyone to stand for the Pledge of Allegiance and a moment of silence to remember all those men and woman serving overseas and at home to keep us safe.

II. ANNOUNCEMENTS

III. APPROVAL OF MINUTES

MOTION: "Make the necessary corrections and move the approval of the minutes of the January 13, 2016 (Regular Meeting) and January 20, 2016 (Special Meeting).

NOTE: Corrections were reflected in the approved minutes.

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	Mike Pappas
SECONDER:	Marianne Adrian
AYES:	Marenghi, Moran, Quinones-Smith, Adrian, Pappas
EXCUSED:	Frank Ward

IV. REPORTS

A. Recognition

i. Summit Lane Art Display

Ms. Marenghi acknowledged the beautiful artwork in the hallway and Large Board Room

ii. Esta Lachow and Gina Interdonato: Adopt a Family Program

Ms. Rifkin shared that Ms. Lachow and Ms. Interdonato do something so remarkable for the community around holiday time. They organize the Adopt a Family Program which collects gifts, gift cards and food donations for needy families in the community. This year they helped 206 people. Ms. Rifkin noted that personally, it makes her feel great that she can contribute to these families in need. On behalf of the district and the Board, Ms. Rifkin presented Ms. Lachow with a certificate to recognize and thank her and Ms. Interdonato for their efforts. Unfortunately, Ms. Interdonato was unable to attend the meeting. Ms. Marenghi remarked that ever year she attends the "wrap party" where it is wonderful to see the Levittown community coming together for such a worthy cause.

iii. Building and Grounds: Winter Storm Jonas

Dr. McDonald noted that tonight the Board and Administration wanted to acknowledge the individuals who rarely get the recognition they deserve. She explained that they work extremely hard, do everything behind the scene and never ask for anything. She commented that sometimes we forget that they do all of this to keep us safe and to have a nice, clean building to work in. Mr. Pastore called up Mr. Milano, Mr. Tosner and the Maintenance Department to thank them for all their hard work after the recent snow storm. He reported that on Sunday the maintenance crew was busy at work clearing the grounds to make sure it was safe to open the buildings on Monday.

B. Superintendent**1. Comments and Reports**

Dr. McDonald announced that at the Science Olympiad Competition, Division Avenue placed third in the County and will advance to the State-level Competition. MacArthur placed fourth. Additionally, she noted that our cheerleaders have made the finals. Unfortunately, they will be competing with each other.

Dr. McDonald reported that we received the State of Our Fiscal Health Report from the Comptroller Office. She asked Mr. Pastore to discuss this report. He explained that every year the State Comptroller does a Fiscal Stress Report which analyzes our financial statements for seven items. These entities are: unassigned fund balance, total fund balance, operating deficits/surpluses, cash position, use of short-term debt for cash flow, short term debt issuance and fixed costs. Mr. Pastore went on to discuss these categories in detail. He noted that each category is assigned a point value with zero being the best and three, the worst. In our case, Mr. Pastore commented that we have zeros in all categories except operating deficits which got a one because we are using reserves in our budget planning. He shared that Levittown received a score of “No Designation” which means that the district is doing fine and we are in good health. Dr. McDonald remarked that many districts on Long Island have a “Designation.” She stated that we are in great shape with no issues fiscally. She noted that this is one of the reasons why we do a five year projection so we can look at our fund going forward. Mr. Pappas commented that we are doing better than our surrounding districts and everyone needs to get behind eliminating the gap.

Ms. Rifkin reported that New York State has designated Levittown as a “District in Good Standing.”

Dr. McDonald announced that we would be doing an RFP for architects. She asked Mr. Pastore to report on this. He advised that we are reviewing the contracts for several vendors including architects. He noted that we could either do our own RFP or accept an architectural firm off the BOCES bid. Mr. Pastore shared that BOCES has eleven well known, highly regarded architectural firms that provide school architecture. Dr. McDonald would like the Board to interview approximately four firms on the list to get the feel for the architects. She asked for a consensus from the Board to agree on the BOCES list as opposed to putting out our own bid. The Board discussed this request and decided to go with BOCES with direction from Central Office as to which projects that need to be worked on. Dr. McDonald stated that she would also like to input from the Board as to what they feel we should be doing in the district.

2. Budget Presentations**A. Budget Overview – William Pastore**

Mr. Pastore reviewed what transpired over the last week in terms of the draft budget and what is on the Budget Planning Calendar for the coming meetings. He advised that the budget was created with the goal of improving academic success and developing one that represents a collaborative effort among all stake holders that is within the tax levy limit. Ms. Pastore discussed the Consumer Price Index (CPI-U) which governs the tax levy limit.

B. GC Tech Budget – Frank Creter

Dr. McDonald introduced Mr. Creter and shared that since he is now based at Levittown Memorial the building seems more “artsy.” Mr. Creter pointed out that Ms. Fox-Wilson was unable to attend tonight’s meeting but that he wanted to acknowledge all the good work that she does for GC Tech. He reviewed the budget for GC Tech and stated that his staff has been working hard to make many adjustments this year which he feels will translate into opportunities for the students. He stated that Career and Technical education has transformed for the better and as time moves on, we are seeing a renewed interest and a deeper understanding of the benefits and need for this. Mr. Creter remarked that Career and Technical education is an educational strategy for offering young people academic, technical and employable skills. He noted that GC Tech is providing students with competencies required for today’s work force. He announced two new programs at GC Tech; Construction Management; and Landscape Design and Management and explained the benefits of each. Mr. Creter discussed the current programs offered, points of pride at the school, where GC Tech graduates are today, the Multiple Pathways Diploma and planned initiatives for 2016-2017 including a part-time Guidance Counselor. The Board had questions for Mr. Creter on the new courses, soliciting for new students, and the Guidance Counselor position. Ms. Marengi thanked Mr. Creter for an excellent presentation.

C. Curriculum and Instruction Budget – Debbie Rifkin

Before presenting the budget for Curriculum and Instruction, Ms Rifkin wanted to acknowledge all of the hard work that the Directors, Curriculum Associates, and Principals do and was excited to share a lot of Points of Pride with everyone which would not be possible without the invaluable work everyone does. Ms Rifkin noted that the Department of Instruction encompasses several different programs which in addition to providing support for all the instructional programs, also includes the LAP and LAMP Programs; Driver Education Program; Dance Programs; Alternative High School and many other programs. She spoke about some of the Points of Pride of the schools such as successful implementation of APPR Plan, creation of the Outdoor Learning Center, reinstatement of the 3rd grade band, realignment of the science curriculum, and CPR training for staff members. Additionally, she mentioned that our students have won numerous honors and awards during the past year which we are very proud of. Ms. Rifkin discussed the code by code appropriation budget report in detail and explained the increases. She highlighted some of the planned initiatives for the 2016-2017 school year such as to continue to transition to Common Core State Standards, the addition and revision of courses at the high school level, expansion of educational technology, continued expansion of the STEM Program and Project Lead the Way, improve education performance in all areas and expand learning opportunities for all students. Ms. Rifkin discussed a new AP program implemented by the College Board called AP Capstone. She explained that this program allows students to earn an AP Capstone Diploma by successfully taking the two AP Capstone Courses, AP Seminar and AP Research and four other AP courses in any discipline. She noted that what is unique about this course is that it is completely skilled focused and not content focused. Ms. Rifkin stated that students will learn research, writing and communication skills along with how to analyze and present an argument. Students will be able to use these skills in other courses, in college and throughout life. The Board had questions on this new program. They thanked Ms. Rifkin for an informative presentation.

3. Follow-up to Prior Public Be Heard Questions
(none)
4. Follow-up to Board Questions
(none)

C. Board of Education

1. Comments and Reports
(none)

2. Correspondence
(none)

3. Student Liaisons

Student Liaison for MacArthur, Mr. Thind, reported that students participated in Long Island's Best Show where they created their own art projects; students performed in the Winter Concert II; the Varsity Wrestling Team had their Senior Night where they raised \$2000 for charity; parents were invited to a meeting to discuss the AP Capstone Program; the 9th grade Survey Breakfast was administrated; a 10th grade student was named finalist in the Project Change Competition and a senior was named Nassau County's Top Scholar Athlete

Mr. Lunetta, Student Liaison for Division, announced that: seventeen students were selected last month to perform in the Nassau Music Educators Association All County Ensembles; the Science Olympiad Team competed at the Regional Competition and earned a total of twenty two medals in various events; the Math Honors Society is holding a "Price is Right" fundraiser; the Boys' Varsity Bowling Team placed fourth in the County Championships; the District Swim Team saw two boys break Conference records and move on to County Championships; the Varsity Cheerleaders have earned a place in the County finals and head to Orlando for the Nationals; there were eleven winners in the PTA Reflections Contest; and two AP Art students had their work displayed at CW Post.

V. PUBLIC BE HEARD

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

VI. ACTION ITEMS: NEW BUSINESS

1. Warrants

RESOLUTION # 15-16-172

MOTION: "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,

NOW, THEREFORE, BE IT RESOLVED, that the January 2016 report of the Claims Auditor be accepted."

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marenghi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

2. Business Office Reports

RESOLUTION # 15-16-173

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

- Appropriation and Revenue reports for the months ending December 31, 2015
- Claims Auditors Report prepared by Nawrocki Smith LLP for the month ending January 31, 2016
- Treasurer's report for the month ending December 2015
- Trial Balance for the month ending December 2015."

RESULT: MOTION CARRIED [UNANIMOUS]
MOVER: James Moran, Vice President
SECONDER: Karen Quinones-Smith, Secretary
AYES: Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED: Frank Ward

3. Budget Transfer

RESOLUTION # 15-16-174

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 from</u>	<u>Amount</u>	<u>Code to</u>	<u>Amount</u>
A21101350 Chairpersons/Secondary	\$300,000.		
		A20201500 Supervision - Principals' Salary	\$300,000.

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

NOTE: Mr. Pappas asked for clarification on this transfer. Mr. Pastore explained that we budgeted for the additional staff in the 21101350 code but they were actually hired as Assistant Directors. He noted that Directors are part of the ALSA contract that is coded in the 202010500 code. Dr. McDonald commented that the money should have been moved before now.

RESULT: MOTION CARRIED [UNANIMOUS]
MOVER: James Moran, Vice President
SECONDER: Karen Quinones-Smith, Secretary
AYES: Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED: Frank Ward

4. Board Meeting Calendar - 2016-2017 School Year

RESOLUTION # 15-16-175

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, adopt the attached calendar of Board of Education meeting dates for the Levittown Public Schools for the 2016-17 school year."

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

5. Cullen and Danowski Engagement Letter

RESOLUTION # 15-16-176

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached engagement letter from Cullen and Danowski dated December 29, 2015 for the agreed upon procedures."

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

6. Contract with Verizon

RESOLUTION # 15-16-177

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and Verizon to verify a credit due to the district; and,

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

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

7. Agreement with Educational Data Services

RESOLUTION # 15-16-178

MOTION: "RESOLVED, WHEREAS, it would be in the joint interest of the Levittown Union Free School District and the districts named on the attached list, as advertised and awarded by the Clarkstown Central School District and acting as the Lead Agency, as provided by General Municipal Law Section 119-0 and,

WHEREAS, each Board retains the legal authority to contract with the successful vendor(s) and shall not be bound by purchase contracts and other agreements made by the other Board(s), therefore,

BE IT RESOLVED, that the Board of Education of the Levittown School District, hereby agrees to participate with the attached named school districts in such cooperative bids, and;

BE IT FURTHER RESOLVED that the President of the Levittown Board of Education and the Assistant Superintendent for Business and Finance are, hereby, authorized to sign the attached cooperative bidding agreements with Educational Data Services, Inc., for the 2016-2017 school year at a fee of \$13,900.00"

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

8. Asset Valuation and Inventory Updating Service

RESOLUTION # 15-16-179

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and CBIZ Validation Group, LLC at no cost to review the district's asset valuation and perform an inventory update for insurance and auditing purposes;

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

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

9. GC Tech Tuition Rate - 2016-17

RESOLUTION # 15-16-180

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve an increase to the GC Tech tuition rate from \$13,694 to ~~\$14,000~~ \$13,999 for the 2016-17 school year."

NOTE: Mr. Pappas suggested changing the amount from \$14,000 to \$13,999. Mr. Moran asked what rate BOCES charges. Dr. McDonald stated that BOCES is aidable, therefore their rate is below what we charge. After some discussion, the Board agreed.

AMEND AS FOLLOWS: Change the amount from \$14,000 to \$13,999.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

10. Special Education Contracts

RESOLUTION # 15-16-181

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 for the 2014 -15 and 2015-16 school year.

- Baldwin UFSD
- Malverne UFSD

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

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

11. Gifts to School

RESOLUTION # 15-16-182

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, accept with thanks the following gifts:

- The list of attached books to be donated to the Wisdom Lane library from Scholastic Book Fairs, PO Box 3745, Jefferson City, MO 65102.”

Note: The Board thanked Scholastic Books for this donation.

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	Karen Quinones-Smith, Secretary
SECONDER:	Marianne Adrian
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

12. Obsolete Equipment

RESOLUTION # 15-16-183

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

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

13. Obsolete Library Books

RESOLUTION # 15-16-184

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

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

14. Approval of Board of Education Policies

RESOLUTION # 15-16-185

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the following revised policies:

- Policy No. 3420 - Non-Discrimination & Anti-Harassment in the School District
- Policy No. 5675 - Student Grading Information Systems
- Policy No. 6110 - Code of Ethics
- Policy No. 6120 - Equal Employment Opportunities
- Policy No. 6121 - Sexual Harassment of District Personnel

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	James Moran, Vice President
SECONDER:	Karen Quinones-Smith, Secretary
AYES:	Marengi, Moran, Quinones-Smith, Pappas, Adrain
EXCUSED:	Frank Ward

15. Schedules

RESOLUTION # 15-16-186

MOTION: "That the Levittown Board of Education approve Schedules:

- | | | |
|------|-----------------|---|
| 1001 | 2015-G-No. 1 | Resignations/Terminations, Certified Personnel |
| 1002 | 2015-GG-No. 10 | Resignations/Terminations, Non-Instructional Personnel |
| 1003 | 2015-H-No. 10 | Appointments, Certified Personnel |
| 1004 | 2015-H-No. 10a1 | Salary Change, Certified Personnel |
| 1005 | 2015-H-No. 10c | Designation, Consultants |
| 1006 | 2015-H-No. 10g | Designation, Coaching (PULL the four Track Coaches from MacArthur) |
| 1007 | 2015-H-No. 10h | Appointments, Extra Curricular |
| 1008 | 2015-HH-No. 10 | Appointments, Non-Instructional |
| 1009 | 2015-HH-No.10a1 | Salary Change, Non-Instructional Personnel |
| 1010 | 2015-JJ-No. 6 | Permanent Status, Non-Instructional Personnel |
| 1011 | 2015-K-No. 7 | Leave of Absence, Certified Personnel |
| 1012 | 2015-KK-No. 7 | Leave of Absence, Non-Instructional Personnel |
| 1013 | 2015-O-No. 8 | Students w/Disabilities |
| 1014 | 2015-T-No. 2 | Textbook Adoption |

AMEND AS FOLLOWS: On Schedule #1006, 2015-H-No. 10g - PULL the four Track Coaches from MacArthur to be brought back at a later meeting.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Marianne Adrian
SECONDER:	Mike Pappas
AYES:	Marenghi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

VII. AD HOC

1. Board Policies - Second Read

Policy No. 7551 - Sexual Harassment of Students

Policy No. 8130 - Equal Educational Opportunities

Dr. McDonald stated that no changes were necessary on these policies, and they would be adopted at the March Board Meeting.

VIII. MOTION TO ADJOURN

RESULT:	MOTION CARRIED [UNANIMOUS]
MOVER:	Mike Pappas
SECONDER:	Marianne Adrian
AYES:	Marenghi, Moran, Quinones-Smith, Pappas, Adrian
EXCUSED:	Frank Ward

The Board adjourned the public meeting at 10:00 PM.

Elizabeth Appelbaum
District Clerk

NOTE: Tapes of the meeting are available for review at the Levittown Library

consideration on both ends. She acknowledged that we have already been following the policy and went on to discuss this and describe the accommodations that have been set up. In terms of school sports, Ms. Rhatigan remarked that according to section 8, transgender students are allowed to play on the team they identify with. Mr. Cohen stated that interscholastic sports have criteria that are set up for them. For intramural sports and Physical Education classes, it is the wish of the student. He noted that the laws are trying to help the children.