

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

REGULAR MEETING

MINUTES

THE REGULAR MEETING OF THE BOARD OF EDUCATION was duly called and held on Wednesday, July 5, 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.

BOARD OF EDUCATION

PRESENT:

BOARD MEMBERS

Ms. Marianne Adrian
Mr. Dillon Cain
Ms. Christina Lang (left the meeting at 8:40 pm)
Ms. Peggy Marengi
Ms. Jennifer Messina
Mr. James Moran
Mr. Michael Pappas

ADMINISTRATION

Dr. Tonie McDonald – Superintendent of Schools
Mr. Bill Pastore– Assistant Superintendent
Ms. Debbie Rifkin – Assistant Superintendent
Dr. Donald Sturz- Assistant Superintendent, excused absence
Mr. Todd Winch – Assistant Superintendent

OTHERS

Mr. Bob Cohen – Legal Counsel
Ms. Elizabeth Appelbaum – District Clerk

I. CALL TO ORDER

Ms. Marengi, President, called the Regular Board Meeting to order at 8:30 PM.

II. ANNOUNCEMENTS

III. REPORTS

A. Recognition

Mike Nelson – Hall of Fame

Dr. McDonald recognized Mr. Nelson, who was inducted into the Long Island Metropolitan Lacrosse Foundation's Regional Chapter of US Lacrosse Hall of Fame. She noted that not only was he an amazing player but he has been instrumental in U.S. Lacrosse. Dr. McDonald commented that he is a humble, good man who has worked hard to further lacrosse in Levittown through working with young students in the PAL Organization. She remarked that we are so proud to have you here.

Tina Napoli – Lee Road

Ms. Napoli, a teacher, recently performed the Heimlich Maneuver on a student in her class who had a water bottle cap caught in her throat. The Board thanked Ms. Napoli for her heroics.

Boys Baseball – MacArthur/Division

Mr. Sheehan commented that Coach Costello was unavailable for tonight's meeting but he sends his best and congratulations to everyone. Mr. Sheehan remarked that it was a pleasure watching the Varsity teams compete this year with such class and dignity. He congratulated Coach Tuttle for a great year. The players were called up and were congratulated by the Board and Central Office.

B. Superintendent

1. Comments and Reports

Adult Education – Tuition

Mr. Winch shared that it was a good year with approximately 600 adults taking over 40 different courses. He noted that the goal for the program is to be self-sustaining. He reported that this year the program ran at about a \$3,000 - 4,000 deficit. In order to bring it into a self-sustaining standpoint, we would need to charge an additional dollar per hour to the course cost. Mr. Winch explained that some courses run for a few hours while others can be a long term course that runs for many hours. This would bring in enough money to erase our deficit if we had the same number of subscribers for next year. He commented that we are in the process of preparing materials for next year and at the next meeting we will put up for a vote our recommendation of increasing the course cost by \$1 per hour.

Purchasing and Travel Card

Mr. Pastore explained that in addition to Credit Cards, we have an opportunity to use a Purchasing Card and Travel Card. Both these cards were sanctioned by New York State and are now used by SUNY schools. There are restrictions on them so they can only be used within certain limits. For purchases, you can limit the date, amount and person who can use the card. For travel, you can issue the card to an individual who is traveling. Mr. Pastore went on to explain the difference between a purchase order and these cards. He recommended having a trial run with a small number of people. He shared that the benefit of these cards is that there is no preparation beforehand. The Board had questions regarding these cards such as who would be issued these cards, who is responsible for keeping track of receipts, what is the recourse for overspending, are other districts using these cards and is it similar to a debit card. Dr. McDonald noted that these cards give you more flexibility, have limit restrictions and can be used for our traveling sports teams. It was decided that more discussion was needed on this subject. Additionally, Mr. Pastore remarked that we are in the process of revising our credit card policy.

Lunch Prices

Mr. Pastore remarked that he is recommending keeping the lunch prices the same and possibly increasing them for next year. He reported that it is common for schools that have their own programs to run out of money while those that use a service have a surplus. He noted that this year, as last year, we will have a profit. He feels that the program is growing and will continue to do so. Mr. Pastore went over the fees and reimbursements involved with each meal.

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

Dr. McDonald brought to the Board's attention that the Agenda format includes a section for Announcements. She feels that we do not use this. She recommended removing it from the Agenda. Mr. Cohen, legal counsel, advised that we have to revise our policy to reflect this change. Dr. McDonald noted we would do this at a future Board meeting.

C. Board of Education

1. Comments and Reports
(none)
2. Correspondence
(none)

IV. PUBLIC BE HEARD

Comments appear at the end of the minutes.

V. CONSENT AGENDA

1. Minutes - Approval of Minutes

RESOLUTION #17-18-55

MOTION: "Make the necessary corrections and move the approval of the minutes of the Regular Meeting of June 14, 2017. "

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

2. Budget Transfers

PULLED

Recommended Motion: "WHEREAS, in compliance with New York State Government Accounting practices, the attached budget transfers have been prepared and recommended by the Assistant Superintendent for Business and Finance,

<u>Code</u>	<u>Code Description</u>	<u>Amount From</u>	<u>Amount To</u>
A22504006	Summer School Related Services	\$60,000.00	
A22504708	Residential Maintenance		\$60,000.00

Reason: Needed to Pay Maintenance Cost for Students placed in residential programs in the 2016-17 school year.

A22504006	Summer School Related Services	\$31,000.00	
A22504710	Tuition Paid to Public District		\$31,000.00

Reason: Needed to Pay Foster Tuition and Transportation Cost for 2016-17 school year.

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

3. Contract for Prom Venue

RESOLUTION #17-18-56

MOTION: "RESOLVED, that the Board of Education does, hereby, approve the attached contract with the Venetian as the venue for Division Avenue High School Senior Prom on Thursday, June 7, 2018.

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

NOTE: Mr. Pappas advised that there always seems to be an issue with the date of the prom and athletic events. He suggested having the prom at a later date in June. Dr. McDonald commented that she would speak with the principals to discuss this issue for next year since she did not want the school to lose the date for this school year.

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

4. Candidate for NYSSBA Area 11 Director

RESOLUTION #17-18-57

MOTION: "RESOLVED, that the Levittown Board of Education, does, hereby, nominate Robert "B.A." Schoen as a New York State School Boards Association Board of Director - Area 11 Director and authorizes the District Clerk to submit such nomination to the New York State School Boards Association."

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

5. Candidate for SCOPE Officers and Board of Directors

RESOLUTION #17-18-58

MOTION: "RESOLVED, that the Levittown Board of Education, does, hereby, nominate the candidates on the attached list as SCOPE officers and members of the Board of Directors of SCOPE, 100 Lawrence Avenue, Smithtown, NY 11787"

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

6. Contract with Chartwells

RESOLUTION#17-18-59

MOTION: RESOLVED that the Levittown Board of Education approve the 2017 - 2018 contract extension with Chartwells for School Food Services Management; and, that the President of the Board of Education is, hereby, authorized to execute documents related to the contract extension."

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

7. Contract with Wright Risk Management

RESOLUTION#17-18-60

MOTION: "RESOLVED that the Levittown Board of Education approve a contract with Wright Risk Management with terms as outlined in the attached contract, to provide Workers' Compensation Admin Services from 7/1/17 through 6/30/20;

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

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

8. Contract with HMB Consultants

RESOLUTION#17-18-61

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and HMB Consultants at \$900.00 per day;

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

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

9. School Lunch Prices

RESOLUTION #17-18-62

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the following school lunch prices for the 2017 - 2018 school year representing no increase to cost as follows:

- Elementary (Grades K - 5) \$2.55
- Secondary (Grades 6 - 12) \$2.80

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

10. Authorization for Foreign Field Trip

PULLED

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, authorize students from Division Avenue and General Douglas MacArthur High School to participate in a foreign field trip to Ecuador - Galapagos Islands from March 26 - April 3, 2018."

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

11. Bid Approval - Musical Instrument Rentals

RESOLUTION#17-18-63

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, award the Bid #LPS 17-004 for Musical Instrument Rentals for the 2017-2018 school year."

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

12. Superintendent of Buildings and Grounds Association Cooperative ESOLUTION #17-18-64
Bid

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached bids for the 2017-18 school year as part of the Nassau County Superintendent of Buildings and Grounds Association (NCSBGA) Purchasing Consortium with other Nassau County Schools as per the list of bids approved by the Cooperative Bid Committee."

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

13. Special Education Contracts

RESOLUTION#17-18-65

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 2016 - 17 and 2017 - 18 school year.

- iTutor.com
- Andrew Kent MD Consultant Services
- Island Park Schools Tuition
- Plainedge Public Schools

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

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

14. Obsolete Books

RESOLUTION#17-18-66

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:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

15. Obsolete Equipment

RESOLUTION#17-18-67

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:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

16. Schedules

RESOLUTION #17-18-68

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

- 1001 “Resignations/Terminations, Certified Personnel:
- 1002 “Resignations/Terminations, Non-Instructional”
- 1003 “Appointments, Certified Personnel”
- 1004 “Appointments, Administrators”
- 1005 “Appointments, Summer School”
- 1006 “Designation, Consultants”
- 1007 “Appointments, Non-Instructional”
- 1008 “Leave of Absence, Certified Personnel”
- 1009 “Students with Disabilities”

RESULT:	APPROVED (6-0-0)]
MOVER:	James Moran
SECONDER:	Marianne Adrian, Vice President
AYES:	Adrian, Marengi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

VI. ACTION ITEMS: NEW BUSINESS

1. Gifts to Schools

RESOLUTION #17-18-69

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

- A check in the amount of \$154.61 for Gardiners Ave School to be used for materials for student use during recess from Ahold Financial Services, PO Box 7200, Carlisle, PA 17013.”

RESULT:	APPROVED (6-0-0)]
MOVER:	Marianne Adrian, Vice President
SECONDER:	Jennifer Messina
AYES:	Adrian, Marenghi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

VII. AD HOC

VIII. DATES

July 19 - Special Meeting
July 19 - Planning Meeting
August 23 - Regular Meeting

IX. MOTION TO ADJOURN

RESULT:	APPROVED (6-0-0)]
MOVER:	Marianne Adrian, Vice President
SECONDER:	Jennifer Messina
AYES:	Adrian, Marenghi, Moran, Cain, Messina, Pappas
ABSENT:	Christina Lang

The Board adjourned the public meeting at 9:00 PM.

Elizabeth Appelbaum
District Clerk

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

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 by the Board President.

Jane Finkelstein 848 Mayer Drive, Wantagh, NY

Ms. Finkelstein reported that she had seen the recent article in Newsday on opioid addiction with comments from Dr. Sturz. She wanted to thank the District for addressing this issue. She felt this was the perfect opportunity to ask where do we go from here. She remarked that we need to continue to educate parents and students on this subject.

Ms. Marengi responded that the District was discussing forming a sub-committee on this subject to review the latest research.