

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

MINUTES

THE REGULAR MEETING OF THE BOARD OF EDUCATION was duly called and held on Wednesday, February 6, 2019 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 MEMBERS

Ms. Peggy Marengi, President
Ms. Marianne Adrian, Vice President
Mr. Dillon Cain
Ms. Christina Lang – excused absence
Ms. Jennifer Messina
Mr. James Moran – excused absence
Mr. Michael Pappas

ADMINISTRATION

Dr. Tonie McDonald – Superintendent of Schools
Dr. Chris Dillon– Assistant Superintendent
Ms. Debbie Rifkin – Assistant Superintendent
Mr. Todd Winch – Assistant Superintendent

OTHERS

Mr. Bob Cohen – Legal Counsel
Ms. Elizabeth Appelbaum – District Clerk
Mr. David Marcano – Student Liaison MacArthur High School
Ms. Emily Fuchs – Student Liaison Division Avenue High School

I. CALL TO ORDER

- A. Ms. Marengi, President, called the Regular Board Meeting to order at 6:30 PM. On a motion by Mr. Cain, seconded by Ms. Messina and approved (5-0) that the Board adjourn to Executive Session for the purpose of negotiations conducted pursuant to the Taylor Law involving the LUT.

B. The Board reconvened to Public Session at 7:30 PM on a motion by Mr. Cain seconded by Ms. Adrian and approved (5-0). Ms. Marengi asked everyone to stand for the Pledge of Allegiance led by students from Abbey Lane Elementary School and requested a moment of silence for all those serving our country at home and abroad.

II. REPORTS

A. Student Presentations

i. Social Emotional Learning - Abbey Lane School

Mr. Winch called upon Dr. George Maurer, Principal of Abbey Lane to introduce this presentation. Dr. Maurer began by thanking the Board, Administration, parents and his faculty members for all their support. He mentioned that at tonight's presentation the students will share some of the different things that are being done in relation to Social Emotional Learning. He reported that the importance of addressing Social Emotional Learning and the development of students is a currently highlighted focus within all of our schools. He shared that before students are ready to learn they must understand the basics of what being a member of a school community means, how to interact effectively with others and how to regulate their emotions. Dr. Maurer noted that at Abbey, students have the opportunity to develop these skills through a variety of proactive prevention programs created around positive behavioral support, targeting Social and Emotional Learning. The Abbey Lane students were asked to discuss a sampling of some of these initiatives at school, how each activity is meaningful to them as well as how they integrate the skills learned in their daily lives.

B. Recognition

i. Adopt A Family Recognition – Esta Lachow and Gina Interdonato

Dr. McDonald noted that both Ms. Lachow and Ms. Interdonato were unable to attend tonight's meeting but she thanked them for all their hard work for the Holiday Adopt A Family Event each year.

ii. Art Display – Division Avenue High School

Ms. Marengi asked everyone to view the beautiful art work in the Board Room and hallway from the students at Division Avenue High School.

C. Superintendent

1. Comments and Reports

Dr. McDonald invited everyone to watch a short video that was shown on FIOS about a Division Avenue High School Freshman who was shocked after he was called to the main office on Feb. 5. Instead of the principal, he was greeted by his father, an Air Force Technical Sergeant, who had just returned home from a 7-month-long deployment.

A. Curriculum and Instruction Budget

Mr. Winch reported on the responsibilities that fall under the Department of Instruction. He discussed the current programs offered such as continuation of Camp Intervention, expansion of Parent University, modification to SAT/ACT prep offerings, increased use of survey information from students and faculty, introduction of hydroponics through the Outdoor Learning Center, a handwriting pilot in primary grades, and expansion of our partnership with local colleges. Additionally, he spoke about planned initiatives for the 2019 – 2020 school year for example: continued transition to new standards and assessments, creation of homework guidelines, additional flexible classroom designs and elementary literacy enhancements. Mr. Winch stated that the budget overall is down in this area but some of the items that relate to increased costs are flexible furniture designs, training and equipment for GC Tech, BOCES services and Mental Health. The Board had questions for Mr. Winch.

B. Department of Instructional Technology

Mr. Connell, Director of Computer and Media Studies, reported on his department. He went over the components that were reviewed to develop his department's budget such as equipment refresh, state mandates, maintenance/repair, instructional goals, renewal of district software licenses, and expanding technology resources. He discussed some of the goals that his department was able to achieve this year for example: website redesign, print center, added an art cart, additional laptops carts, hour of code, online course registration, alumni website, keyboarding and scholarship. Mr. Winch noted that a major task for his department is to refresh all the District's equipment. He discussed in detail some of the items that are driving his budget up. He reviewed some of the planned initiatives for the upcoming school years are adding more laptop carts, laptops for art at the elementary level, fiber to fields, updating Wi-Fi controller access points and canvas Learning Management System Pilot. The Board had questions.

i. Smart School Bond Funding

Mr. Connell explained that three years ago we proposed and submitted a plan that was approved which included the 1:1 initiative, more laptops and network upgrades. He stated that we must submit another plan to continue accesses the funding. He noted that the proposed plan will be posted to the website and must be locally approved before submission to NYSED. Mr. Pappas and Dr. McDonald thanked Mr. Connell for his help in obtaining this funding.

C. Library

Mr. Winch reported on the Library budget. He mentioned that these codes include library books, supplies, and periodicals for the District and it is allocated based on the enrollment per school. He noted that it is just going up slightly for the year based on project enrollment.

D. Health, Physical Education and Athletics

Mr. Winch went over the budget for Interscholastic Athletics. He thanked Ms. Snyder, Director of Health, Physical Education and Athletics, for all his help developing this budget. Mr. Winch reviewed some of the "Points of Pride" for this department such as completed turf field replacement at both high schools, renovated locker rooms at Division and Salk, additional weight machines for fitness rooms, District JV Boys Volleyball team added, new track installed at Division, new scoreboard at Wisdom, lacrosse netting for turf fields, guest bleachers at MacArthur's football field and uniform purchases for the teams. Additionally, he spoke about the many awards and recognitions the athletic teams won. Some of the planned initiatives expected for the 2019 – 2020 school year are new tennis courts at Division, spectator bleachers for softball at both high schools, wall padding for wrestling rooms and a JV badminton team for both high schools. Mr. Winch reported that the budget increase for this department is up 2% due to an increased cost for BOCES services as well as for participation costs for students in all of the Championship Games.

E. Revenue and Tax Calculation

Dr. Dillon gave an update on where we are in the budget process and any changes that were made to the budget from the second to the third draft. He noted that we are very early in the process and as we continue to get more information, we will refine the numbers. Dr. Dillon shared that we have most of the information that we need for the tax levy formula. He reported that currently our tax levy increase is 1.97%. He stated that we obtained this number through a nine step formula. He mentioned that this year there is no capital exclusion. Dr. McDonald commented on the tax base growth factor, stating that this number will never be high for Levittown because most of the land is residential.

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

3. Follow-up to Board Questions
(none)

D. Board of Education

1. Comments and Reports

Dr. McDonald reported that she and several members of the Board recently attended an Advocacy Dinner for NYSSBA which gave some financial projections and legislative priorities for New York State and Nassau County.

Ms. Adrian shared that she recently attended a Science Olympiad Competition. She commented that the students work very hard for these events. She stated that the smiles of triumph and tears of frustration really impacted her. Ms. Adrian remarked that the students put their hearts and souls into these competitions. She stated "Bravo" to all those students.

2. Correspondence
(none)

3. Student Liaisons

David Marcano, the student representative from MacArthur High School, reported on the events at his school: the Girls Varsity Basketball Team played at the Nassau Veterans Coliseum; the 9th Grade Survey Breakfast was held; the Varsity Cheerleading Team is headed to Orlando to compete in the UCA National Competition; and the final concert of the Winter Season is coming up.

Student Liaison, Emily Fuchs, shared the events at Division Avenue High School: the Science Olympiad team has attended several competitions this month; Junior Athletes participated in a Nassau County Leadership Conference at Hofstra; Winter Track Athletes had a County Championship meet; the Varsity Kick line Team performed at the Nassau County College Kick line Competition; and the Varsity Girls Bowling Team has qualified for the County Tournament.

III. PUBLIC BE HEARD

(NONE)

IV. CONSENT AGENDA

1. Minutes - Approval of Minutes

RESOLUTION # 18-19-200

MOTION: "Make the necessary corrections and move the approval of the minutes of the January 9, 2019 Regular Meeting."

RESULT: MOTION CARRIED (5-0-0)
MOVER: Jennifer Messina
SECONDER: Dillon Cain
AYES: Adrian, Marengi, Pappas, Cain, Messina
ABSENT: Christina Lang and James Moran

2. Warrants

RESOLUTION #18-19-201

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 2018 report of the Claims Auditor be accepted."

RESULT: MOTION CARRIED (5-0-0)
MOVER: Jennifer Messina
SECONDER: Dillon Cain
AYES: Adrian, Marengi, Pappas, Cain, Messina
ABSENT: Christina Lang and James Moran

3. Business Office Reports

RESOLUTION #18-19-202

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

- Appropriation and Revenue reports for the period ending 7/1/18 to 12/31/18
- Treasurer's report for the month ending December 2018
- Trial Balance for the period ending 7/1/18 to 12/31/18
- Credit card statement from Citibank for the statement date 1/6/19."

RESULT: MOTION CARRIED (5-0-0)
MOVER: Jennifer Messina
SECONDER: Dillon Cain
AYES: Adrian, Marengi, Pappas, Cain, Messina
ABSENT: Christina Lang and James Moran

4. Budget Transfer

RESOLUTION #18-19-203

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>
A55105710	Transportation Fuel	\$150,000.00	
A55404000	Transportation Contracted Buses		\$150,000.00

Reason: Out of District Transportation Costs, Due to McKinney Vento Law

A2020.1600	Supervision Clerical Salaries	\$45,649.00	
A1310.1500	BO Instructional Salaries		\$45,649.00
A2110.1930	Graduate Credit Incentive	\$56,453.24	
A1310.1600	BO Staff Salaries		\$56,453.24
A2110.1400	Substitute Teachers	\$27,843.38	
A2110.1310	Teachers' Salaries/Summer School		\$27,843.38

Reason: To adjust salary codes due to internal movements.

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

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Jennifer Messina
SECONDER:	Dillon Cain
AYES:	Adrian, Marengi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

5. Federal Single Audit Report

RESOLUTION #18-19-204

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, accept the Federal Single Audit Report for the Levittown Public Schools as prepared by the firm of R.S. Abrams & Co., LLP, for the period ending June 20, 2018."

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Jennifer Messina
SECONDER:	Dillon Cain
AYES:	Adrian, Marengi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

6. Risk Assessment Update Report - Corrective Action Plan RESOLUTION #18-19-205

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Risk Assessment Update Report and the Corrective Action Plan in response to the Internal Auditor's recommendations contained in the report dated June 30, 2018.

BE IT FURTHER RESOLVED, that the Assistant Superintendent for Business and Finance is authorized to submit the Corrective Action Plan to New York State."

RESULT: **MOTION CARRIED (5-0-0)**
MOVER: Jennifer Messina
SECONDER: Dillon Cain
AYES: Adrian, Marenghi, Pappas, Cain, Messina
ABSENT: Christina Lang and James Moran

7. Extra Classroom Activity Fund Treasurer's Reports RESOLUTION #18-19-206

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Extra Classroom Activity Fund Reports for the period October 1, 2018 through December 31, 2018."

RESULT: **MOTION CARRIED (5-0-0)**
MOVER: Jennifer Messina
SECONDER: Dillon Cain
AYES: Adrian, Marenghi, Pappas, Cain, Messina
ABSENT: Christina Lang and James Moran

8. Cullen and Danowski Engagement Letter RESOLUTION #18-19-207

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached engagement letter from Cullen and Danowski dated January 2, 2019 for the previously-agreed upon procedures.

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

RESULT: **MOTION CARRIED (5-0-0)**
MOVER: Jennifer Messina
SECONDER: Dillon Cain
AYES: Adrian, Marenghi, Pappas, Cain, Messina
ABSENT: Christina Lang and James Moran

9. Inter-municipal Agreements - Fuel

RESOLUTION #18-19-208

MOTION: "RESOLVED, pursuant to Article 156.5 of the New York State Education Law, the Levittown Board of Education, does, hereby, approve the attached Inter-municipal Agreements between the Levittown Union Free School District and the following school district for the purpose of Levittown providing access to the fueling station;

- Island Trees School District

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

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Jennifer Messina
SECONDER:	Dillon Cain
AYES:	Adrian, Marengi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

10. Asset Valuation and Inventory Updating Service

RESOLUTION #18-19-209

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and CBIZ Valuation Group, LLC 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 (5-0-0)
MOVER:	Jennifer Messina
SECONDER:	Dillon Cain
AYES:	Adrian, Marengi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

11. Board Meeting Calendar - 2018-19 School Year - Second Revision RESOLUTION #18-19-210

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, adopt the attached second revision of the Board of Education meeting date calendar for the Levittown Public Schools for the 2018-19 school year."

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Jennifer Messina
SECONDER:	Dillon Cain
AYES:	Adrian, Marengi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

12. School Calendar 2019 - 2020

RESOLUTION #18-19-211

MOTION: "WHEREAS, the attached 2019-2020 school calendar has been reviewed by all appropriate parties,

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education, does, hereby, adopt the attached calendar as the official dates for the operation of schools during the 2019-2020 school year."

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Jennifer Messina
SECONDER:	Dillon Cain
AYES:	Adrian, Marengi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

13. Special Education Contract

RESOLUTION #18-19-212

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contracts between the Levittown Public Schools and the following vendor to provide special education services for the 7/1/18 through 6/30/19.

- The Center for Developmental Disaabilities

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

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Jennifer Messina
SECONDER:	Dillon Cain
AYES:	Adrian, Marengi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

14. Obsolete Equipment/Books

RESOLUTION #18-19-213

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

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Jennifer Messina
SECONDER:	Dillon Cain
AYES:	Adrian, Marengi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

15. Schedules

RESOLUTION #18-19-214

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 “Designation, Coaching”
- 1005 “Designation, Consultants”
- 1005.A “Appointments, Extra Curricular
- 1006 “Salary Change, Certified Personnel”
- 1007 “Appointments, Non-Instructional”
- 1008 “Leave of Absence, Certified Personnel”
- 1009 “Leave of Absence, Non-Instructional Personnel”
- 1010 “Permanent Status”
- 1011 “Students with Disabilities”

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Jennifer Messina
SECONDER:	Dillon Cain
AYES:	Adrian, Marengi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

V. ACTION ITEMS

A. New Business

1. Gifts to School

RESOLUTION #18-19-215

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

- A check in the amount of \$150.00 to be donated to Division Avenue High School’s English Department for a diversity related project from Hofstra University, 255 Hofstra University, Hempstead, NY 11549
- A check in the amount of \$150.00 to be donated to MacArthur High School’s Student Activity Fund from Hofstra University, 255 Hofstra University, Hempstead, NY 11549
- A check in the amount of \$396.30 to be donated to Abbey Lane’s Student Activity Fund from Box Tops for Education, 13700 Oakland Avenue, Highland Park, MI 48203
- A check in the amount of \$100.00 to be donated to Division Avenue High School’s Chef Club from Amy Dubin, 27 Clay Lane, Levittown, NY 11756
- A check in the amount of \$24.10 to be donated to Summit Lane’s Student Activity Fund from Box Tops for Education, 13700 Oakland Avenue, Highland Park, MI 48203
- Plants, potting soil and fertilizer valued at approximately \$1,000 to be donated to the Levittown Outdoor Learning Center Greenhouse from Mr. Mark Lewis, 36 Tanager Lane, Levittown, NY 11756”

NOTE: Dr. McDonald noted that on this last item, although the dollar value is \$1,000, the amount and quality of plants in the donation is exceptional.

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Marianne Adrian
SECONDER:	Mike Pappas
AYES:	Adrian, Marenghi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

VI. AD HOC
(NONE)

VIII. MOTION TO ADJOURN

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Marianne Adrian
SECONDER:	Jennifer Messina
AYES:	Adrian, Marenghi, Pappas, Cain, Messina
ABSENT:	Christina Lang and James Moran

The Board adjourned the public meeting at 9:15 PM.

Elizabeth Appelbaum
District Clerk

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