

**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, January 11, 2017 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

Mr. James Moran, President
Ms. Peggy Marengi, Vice President
Ms. Marianne Adrian
Ms. Christina Lang
Mr. Michael Pappas, excused absence
Ms. Karen Quinones-Smith
Mr. Frank Ward (in memorium)

ADMINISTRATION

Dr. Tonie McDonald - Superintendent of Schools
Mr. William Pastore – Assistant Superintendent
Ms. Debbie Rifkin - Assistant Superintendent
Dr. Donald Sturz – Assistant Superintendent
Mr. Todd Winch - Assistant Superintendent

OTHERS

Mr. Robert H. Cohen - School Attorney
Ms. Elizabeth Appelbaum - District Clerk
Ms. Arianna Wynn - Student Liaison for MacArthur High School

I. CALL TO ORDER

- A. Mr. Moran, President, called the Regular Board Meeting to order at 6:30 PM. On a motion by Ms. Adrian, seconded by Ms. Marengi and approved (5-0) that the Board adjourn to Executive Session to seek legal advice from the Board's Attorney.**

- B. The Board reconvened to Public Session at 7:30 PM on a motion by Ms. Marengi seconded by Ms. Adrian and approved (5-0). Mr. Moran asked everyone to stand for the Pledge of Allegiance which was led by Kyleigh Harrison, a Northside student. Mr. Moran requested a moment of silence for our service men and women.**

II. REPORTS

A. Student Presentations

Student Academic Presentation - Northside School

Mr. Winch asked Mr. Mortillaro, Principal of Northside School, to introduce the presentation involving STEAM and Cardboard Boxcar Derby. Mr. Mortillaro thanked the Board of Education and Central Office for the opportunity to present tonight. He also thanked his staff and the parents of his students for all their support. He introduced the team from the fourth grade inclusion class and their teachers, Ms. Dinkelacker and Mr. Vilbig. It was noted that a lot of STEAM projects have been introduced into the classrooms by many teachers at Northside. Mr. Mortillaro noted that STEAM has taken on an exciting role in education. Mr. Vilbig reported that they had brainstormed and found this activity which they felt would enhance the lesson for their students – the Cardboard Boxcar Derby. The students explained and demonstrated their project.

B. Recognition

Student Art Presentation - Northside School

Dr. McDonald thanked the students from Northside for the lovely art work in the Board Room and hallway. She pointed out the beautiful mural on display and explained that in art class, each student wrote down the name of a family member that served in the military. In addition, many students wrote thank you notes to our veterans. Dr. McDonald commented that we hope this shows the gratitude that we feel for those who have served our country. She advised that this mural would be on display at Memorial for the rest of the school year.

C. Superintendent

1. Comments and Reports

Dr. McDonald announced that Mr. Moore, a Wisdom Lane Special Education Teacher, would be playing at the Inauguration for President elect Donald Trump. Additionally, she mentioned that Mr. Costello, the Baseball Coach at MacArthur, has been named Section 8 and Regional Coach of the Year by the National Federation of High School Sports.

A. Outdoor Learning Center – Todd Winch

Mr. Winch and Mr. McDermott, Director of Science, reported on the Outdoor Learning Center at Memorial. Mr. Winch advised that the District is trying to enhance the opportunity our students have for outdoor learning. He stated that a lot of work has been done to bring the Center to its full potential with the creation of a pond, a courtyard and an outdoor and indoor classroom. Mr. Winch reported that he is working with the Nassau County Land Trust through their site at Crossroads Farm. He noted that he was excited about this partnership because we want to improve our working relationship with outside organizations to bring their expertise to meet the needs of our students. Mr. McDermott spoke about the new science standards that were recently adopted by New York State. He commented that the standards are now grade specific. He stated that the Outdoor Learning Center gives us an opportunity to expose our students to something that a lot of districts do not have, especially the greenhouse. This will give us the chance to give our kids hands-on learning. Mr. Winch went on to talk about the goals of the program, one of which is to create a robust outdoor learning infrastructure in order to support enhanced STEAM opportunities for students across all

grades in the District. He reported on the different phases of the Center, with a canopy, greenhouse and gardens planned. He stated that there is a plan to utilize the food grown with the GC Tech Culinary Program and restart the Landscape Program. Some future ideas are to have a farm-to-school connection using Farm-to-School Grants. Dr. McDonald shared that she was excited about all the future possibilities for this program. Ms. Adrian commented that she felt the Outdoor Learning Center was a wonderful experience.

B. Summer Camp – Todd Winch

Mr. Winch discussed running a Science Camp in the summer. He stated it would be a self-sustaining program that would focus on getting kids involved in STEAM, especially when they are not in the classroom. One of the programs being considered is Camp Invention which is utilized by many Districts on the Island. The Camp would run for six hours a day for a week in a science program. The tuition would be \$250 per student. We would use our teachers and facilities. Mr. Winch advised that the idea is to start this program and see how this goes with the potential of adding on similar type summer enrichment programs. He noted that these programs would be more academic. The Board had questions about the Camp such as grades involved, Levittown residents only, and number of spaces allotted.

C. 2017-2018 Budget Presentations

i. Draft of 2017-2018 Rollover Budget Presentation – Bill Pastore

Mr. Pastore gave a Budget Overview where he went over the Budget Planning Calendar, Board of Education Goals, Procedures and Assumptions, Preliminary Expenditure Budget, and the Proposed Budget for 2017-2018. He noted that our goal is to stay within the tax levy limit as determined by the NYS Comptroller's office and make every effort to maintain all programs currently in existence. Mr. Pastore stated that at each Board Meeting a different department would present their budget. Tonight the Facilities and Transportation Departments would review their budgets with the Board. He advised that copies of the presentations will be available on the website. Mr. Pastore thanked his department for all their help in compiling the budget.

ii. Facilities Budget Presentation – Chris Milano

Mr. Pastore presented the budget for Facilities and Operations. He went over the Organizational Chart for this department and noted that the district has 14 school facilities, 20 non-instructional structures, 192 acres, 633 classrooms and 1.2 million square feet of buildings. He remarked that the goals of the department are to review outside contracts to see if the work can be done in-house, implement usage of all new equipment purchases, and closely monitor utility usage. Mr. Pastore shared the district's recent improvements such as the Outdoor Learning Center at Memorial, Energy Performance Contract, new scoreboards for the baseball and softball teams, repaved parking lots, refurbished gym at Division, new cafeteria floor and a video studio at Abbey, concrete path at Gardiners, refurbished sink area in the Art Room at Northside, refurbished Computer Lab and Family and Consumer Science Room at Wisdom, and the Steeplechase at MacArthur. He highlighted some of the planned initiatives for 2017-2018 for example: districtwide painting, replacing faded Plexiglass, concrete replacement and repair, vehicle fleet refurbish and replacement, site beautification projects and renovate bathrooms in the gym lobby of Division and MacArthur. He reported on the budget breakdown for buildings and grounds, maintenance, security and equipment noting that the budget to budget increase is \$160,000 or 2.65%. The Board discussed this budget and asked questions on contractual expenditures and the renovation of the bathrooms. Mr. Pastore thanked all of the staff of the Building and Grounds for all their hard work and dedication.

iii. Transportation Budget Presentation – Dajuana Reeves

Mr. Pastore reported on the budget for Transportation. He noted that goals of the department are gaining and maintaining public confidence through courteous and safe operations of district vehicles, driving carefully, observing all traffic laws, using defensive driving, maintaining route reliability and dealing with all students and general public in a respectful and professional manner. Mr. Pastore gave a breakdown of the staff, equipment and routes serviced on a daily basis throughout the district. He stated that there are 120 people in the department, with 54 large buses and 37 Van buses, 179 routes and approximately 4160 students transported each day. He gave a profile summary of the fleet, purchase history and proposed bus purchases for next year. Mr. Pastore highlighted some of the “Points of Pride” such as the first district to have a Transportation Security Administration (TSA) review, one of the transportation leaders in Nassau County and conduct safety assemblies for the elementary students. The planned initiatives for 2017-2018 are to upgrade the GPS system, implement recommendations from TSA audit and conduct more safety assemblies. Mr. Pastore reported on the budget breakdown for Transportation noting that the year-to-year change is \$500,000 or 14.78%. The Board had questions on the part-time Gas Attendants. Ms. Reeves responded that the attendants only work three days each with Wednesday being the only day they are both there. They are responsible for dispensing the gas, maintaining the fuel usage, deliveries, filling lubricants in the vehicles, act as liaisons at Motor Vehicle Department, wash and clean buses, and prepare the buses for the school year. Mr. Pastore commented that we have an excellent driver force as well as attendance and that the transportation Department staff are terrific.

D. Emergency Plan Presentation – Bill Pastore/Chris Milano

Mr. Milano reported that each year school districts are required to update their Emergency Plans. He noted that this year we had a few changes that had to be implemented such as a new template as well as upgrading our building level plans. He stated that we have completed this process and incorporated the new regulations in the safety plan document. Mr. Milano was presenting the District-Wide School Safety Plan tonight for the Board to consider and approve. He noted that many items in the plan are confidential and not for public dissemination but the aspects of the plan that can be made public are included in the document. The Board had questions regarding the members of the Safety Team. Mr. Milano stated that it is a requirement that the Team be made up of a School Board Member, Teacher Representative, Administrator, representative of the PTA and school safety personnel. Ms. Quinones-Smith asked if any of those members had security clearances or knowledge of law enforcement. Mr. Milano remarked that the intent is to have a broad perspective of what the security should ultimately look like. He shared that the details and the specific nuances that address safety are essentially key in the Building Level Emergency Response Plan and those are defined by the state such as the different protocols and procedures to use in the event of an emergency. He commented that the Teams can make recommendations, but the functional plan is mandated by the State. Ms. Adrian wanted to know how much information the members of the Team are given. Mr. Pastore remarked that confidential information is not shared with the Team. He commented that the Team participates in the construction of the Plan but not the day-to-day items. Ms. Marengi asked if the Emergency Response Team is incorporated into the Safety Plan. Mr. Milano responded that it is all one plan now. The Board was concerned that members of the Team would not be fingerprinted yet be an essential partner of the Plan and know the inner workings of as Emergency Response Plan. Mr. Milano stressed the Building Level Plans are not shared with anyone outside of the Principal, the Principal designee and Central Office. Ms. Rifkin advised that the Safety Committee has been working under the guidance of the Safety Director from BOCES. She suggested that the Plan needs to be more specific on defining roles. Dr. McDonald stated that they would work on the language of the Plan. She asked Mr. Cohen to help with this. He remarked that he would do some research about access to information. Dr. McDonald stated that this item would be on the next Agenda for approval.

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

Ms. Marenghi reported that Dr. McDonald and she will be attending the 2017 National School Boards Association Annual Convention in Denver in March. She remarked that this is a first time for the District, and she is very excited.

2. Correspondence
(none)

3. Student Liaisons

Arianna Wynn, the student representative from MacArthur High School, reported on the events at her school: the Annual Jeff Shaw Memorial Basketball Tournament was held in which a private high school from Denmark participated; the AP Biology class went to the Dolan DNA Learning Center in Cold Spring Harbor and took part in a Restriction Analysis Experiment; the communications students from Mr. O'Shea's class attended Hofstra University for Press Day; Holiday Winter Concerts were held; 74 amazing students were recognized for their academic excellence at the Annual Generals Breakfast; the girls varsity tennis team, girls varsity swimming, varsity football, boys and girls cross country, boys and girls varsity soccer and the boys volleyball team were all designated as scholar athlete teams by the New York State Education Department; and congratulations go to senior football player, Ryan O'Shea who was awarded the Martone Award for Nassau County's top lineman.

Student Liaison, Steven Reilly, was not in attendance but his report was read by Alexa McCall. She shared the events at Division Avenue High School: a senior was named a Coke-a-Cola Scholarship Foundation Semi-Finalist; Girls Junior Varsity Volleyball Team was the recipient of the Sportsmanship Award presented by the Nassau County Volleyball Officials Association; the SADD Club held a Coat Drive where 350 coats were donated; and the Varsity Cheerleaders held a Holiday Cheerleading Clinic for the young youth of Levittown.

NOTE: Dr. McDonald reported that both cheerleading teams took second place in their respective divisions in competition meaning both are going to Nationals in Florida.

III. PUBLIC BE HEARD

(none)

IV. CONSENT AGENDA

1. Minutes - Approval of Minutes

RESOLUTION # 16-17-208

MOTION: "Make the necessary corrections and move the approval of the minutes of the December 7, 2016 Regular Board Meeting."

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

2. Warrants

RESOLUTION # 16-17-209

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 DECEMBER 2016 report of the Claims Auditor be accepted."

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

3. Business Office Reports

RESOLUTION # 16-17-210

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

- Appropriation and Revenue reports for the month ending 11/30/16
- Claims Auditors Report prepared by Nawrocki Smith LLP for the month ending December 2016
- Treasurer's report for the month ending November 2016
- Trial Balance for the month ending 11/30/16
- Credit card statement for period ending 12/22/16."

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

4. Budget Transfer

RESOLUTION # 16-17-211

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,

Code	Code Description	\$ From	\$ To	Reason
A16211668	Maintenance OT/Emergency Repairs	13,104.00		To adjust between maintenance OT codes for actual OT.
A16211666	Maintenance OT/Special Projects		13,104.00	
A21101205	Teach Asst/Classrm K-6	23,673.00		To reclass budget to match Computer Inst T/A actual salaries
A26301500	Computer Inst Teachers Assts		23,673.00	
	Total	36,777.00	36,777.00	

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

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

5. Reporting of Appointed Officials for 2016-17

RESOLUTION # 16-17-212

MOTION: “RESOLVED, pursuant to Section 315.4 of the regulations of the NYCRR (New York Codes, Rules and Regulations), the Levittown Public Schools hereby establishes the following as Standard Work Days for appointed officials and will report the days worked to the New York State and Local Employees’ Retirement System based on the daily records of time worked as maintained by the Levittown Public Schools:

Title	Name	SS# - last 4 digits	Registration number	Standard work day	Terms begins/ends	Participates in employees time keeping	Days/Months (based on record of activities)
District Clerk	Elizabeth Appelbaum	XXXX	XXXXXXXX	6 hours/day	7/1/16 to 6/30/17	Yes	N/A

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

6. ALSA Contract 2017-2020

RESOLUTION #16-17-213

MOTION: "RESOLVED, that the Board hereby ratifies and approves the 2017 - 2020 agreement with ALSA."

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

7. JNS Heating Service Inc.

RESOLUTION # 16-17-214

MOTION: "BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the contract between JNS Heating Service Inc. and the Levittown School District and authorizes the Board President to sign the same."

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

8. Contract with Harlem Wizards

RESOLUTION # 16-17-215

MOTION: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and the Harlem Wizards as outlined on the attached contract for a basketball game on 5/17/17 at MacArthur High School."

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

9. Contract with Colonial Flag

RESOLUTION # 16-17-216

MOTION: RESOLVED that the Levittown Board of Education approve the contract with Colonial Flag to assist with the arrangements of flags displayed in the community to promote unity, awareness, understanding, fundraising and appreciation of charitable and patriotic causes; and, that the President of the Board of Education is, hereby, authorized to execute same."

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

10. Special Education Contracts

RESOLUTION # 16-17-217

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 school year.

- Roslyn Public Schools
- West Islip UFSD

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

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

11. Obsolete Equipment

RESOLUTION # 16-17-218

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 (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

12. Obsolete Books

RESOLUTION # 16-17-219

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 (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

13. Schedules

RESOLUTION # 16-17-220

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

- 1001 Resignations/Terminations, Certified Personnel
- 1002 Resignations/Terminations, Non-Instructional Personnel
- 1003 Appointments, Certified Administrators
- 1004 Designation, Coaching
- 1005 Designation, Consultants
- 1006 Appointments, Extra-Curricular
- 1007 Appointments, Non-Instructional Personnel
- 1008 Leave of Absence, Instructional Personnel
- 1009 Leave of Absence, Non-Instructional Personnel
- 1010 Tenure, Certified Personnel
- 1011 Permanent Status, Non-Instructional Personnel
- 1012 Students w/Disabilities

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Peggy Marengi, Vice President
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

V. ACTION ITEMS: NEW BUSINESS

1. School Calendar 2017 - 18

RESOLUTION # 16-17-221

MOTION: "WHEREAS, the attached 2017-18 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 2017-18 school year."

NOTE: Dr. McDonald commented that the calendar is pretty straight forward this year with 180 teaching days and two additional teacher conference days. Ms. Rifkin advised that there was a change for Veterans Day which will now be celebrated on November 10th.

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Karen Quinones-Smith
SECONDER:	Marianne Adrian
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

2. Gifts to School

RESOLUTION # 16-17-222

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

- Various children's books to be donated to the Library at Gardiners Avenue Elementary School from Ms. Ann Marie O'Connor, 107 Saddle Lane, Levittown, NY 11756
- Batting cage netting to be donated to the MacArthur High School baseball program from Levittown North Baseball, PO Box 593, Levittown, NY 11756
- Various books to be donated to the Wisdom Lane library from Scholastic Book Fair, PO Box 3745, Jefferson City, MO 65102
- Two checks totaling \$20.00 to be donated to the Northside Activity Fund to purchase planners for new students in Grades 3 to 5 from Neiman Marcus Group Associate Giving Program, 2508 Highlander Way, Suite 210, Carrollton, TX 75006
- A check in the amount of \$336.10 to be donated to Abbey Lane School Activity Fund from General Mills Box Tops for Education, 13700 Oakland Avenue, Highland Park, MI 48203."

NOTE: The Board thanked everyone for their generous donations.

RESULT:	MOTION CARRIED (5-0-0)
MOVER:	Karen Quinones-Smith
SECONDER:	Christina Lang
AYES:	Adrian, Lang, Marengi, Moran, Quinones-Smith
ABSENT:	Mike Pappas

VI. AD HOC

1. First Read

Policy No. 7110 - Comprehensive Student Attendance Policy

This policy was pulled for further review.

VII. DATES

January 25, 2017 - Budget Planning Session #1

February 8, 2017 - Regular Meeting

February 15, 2017 - Budget Planning Session #2

VIII. MOTION TO ADJOURN

IX. MOTION TO ADJOURN

RESULT:	MOTION CARRIED [5-0-0]
MOVER:	Christina Lang
SECONDER:	Marianne Adrian
AYES:	Moran, Adrian, Marengi, Quinones-Smith, Lang
ABSENT:	Mike Pappas

The Board adjourned the public meeting at 9:25 PM.

Elizabeth Appelbaum
District Clerk

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

