

AGENDA

BOARD OF EDUCATION • LEVITTOWN, NEW YORK

LEVITTOWN UNION FREE SCHOOL DISTRICT • TOWN OF HEMPSTEAD • LEVITTOWN, NEW YORK
www.levittownschoools.com

REGULAR MEETING

LEVITTOWN MEMORIAL EDUCATION CENTER
Wednesday, December 13, 2017

6:30 PM Meeting convenes with anticipated adjournment to Executive Session
7:30 PM Meeting reconvenes in Regular Meeting

Success for Every Student

OPPORTUNITY FOR PUBLIC TO BE HEARD

This meeting will be devoted to reports from the Superintendent of Schools and Board Members, regular agenda items of old and new business and schedules.

Immediately following Board Members reports, a period not to exceed two hours shall be set aside to afford residents of the community and/or school district employees an opportunity to make comments or to raise questions related to school affairs.

NOTICE

Copies of the agenda are available to the residents of the district at the office of the Board of Education, Levittown Memorial Education Center, 150 Abbey Lane, Levittown, three days prior to the meeting date. Copies of agendas are also available on the district website and at the Levittown Public Library. Tapes of meetings are available at the Levittown Public Library. The official record of meetings is reflected in the Official Minutes.

Anyone requiring a sign language interpreter for this meeting should notify the District Clerk at 434-7002, at least five (5) days before the meeting.

The Levittown Public School District is committed to providing both equal educational opportunity for all students, and equal employment opportunity for all persons consistent with law.

CALL TO ORDER

CALL TO ORDER

Recommended Motion: "BE IT RESOLVED, that the Levittown Board of Education does, hereby, move to Executive Session for the purpose of negotiations conducted pursuant to the Taylor Law involving the confidential employees."

I. RECONVENE TO PUBLIC SESSION

- A. Pledge of Allegiance
- B. Moment of Silence

II. REPORTS

- A. Student Presentations
- B. Recognition
 - i. MacArthur High School Wind Ensemble - In Auditorium
 - ii. Chip and Dip - Sydney Schneider
 - iii. Fall Sports Recognition
 - iv. Art Display - Wisdom Lane
- C. Superintendent
 - 1. Comments and Reports
 - 2. Follow-up to Prior Public Be Heard Questions
 - 3. Follow-up to Board Questions
- D. Board of Education
 - 1. Comments and Reports
 - 2. Correspondence
 - 3. Student Liaisons

III. PUBLIC BE HEARDIV. CONSENT AGENDA

- 1. Minutes - Approval of Minutes

Enclosure

Recommended Motion: "Make the necessary corrections and move the approval of the minutes of the Regular Meeting on November 15, 2017."

- 2. Warrants

Enclosure

Recommended 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 NOVEMBER 2017 report of the Claims Auditor be accepted."

3. Business Office Reports

Enclosure

Recommended 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 10/31/17
- Claims Auditors Report prepared by Nawrocki Smith LLP for the month ending November 2017
- Treasurer's report for the month ending October 2017
- Trial Balance for the month ending 10/31/17
- Credit card statement from Citibank for period ending 10/22/17 and 11/22/17."

4. Extra Classroom Activity Fund Treasurer's Reports

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Extra Classroom Activity Fund Reports for the period July 1, 2017 through September 30, 2017."

5. Annual Audit Report - Management Letter

Enclosure

Recommended Motion: "RESOLVED, that the Board of Education accept the annual Audit Report from R.S. Abrams dated November 6, 2017 for the period ending June 30, 2017 and the Corrective Action Plan in response to the auditor's recommendations contained in the report;

BE IT FURTHER RESOLVED, that the Assistant Superintendent for Business and Finance is authorized to submit the corrective action plan to New York State."

6. Risk Assessment Update Report - Corrective Action Plan

Enclosure

Recommend 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 October 21, 2017.

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

7. Cullen and Danowski Engagement Letter

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached Engagement Letter from Cullen and Danowski dated November 9, 2017 for

agreed-upon procedures listed therein, and;

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

8. Confidential Employee Sick Bank

Recommended Motion: "WHEREAS, due to extenuating circumstances relating to a serious personal illness, Confidential Employee No. 2941 is expected to exhaust her available sick leave before the end of the 2017-2018 school year; and

WHEREAS, the District's other Confidential employees have requested that the District permit them to donate accrued sick leave time to a sick leave bank for Employee No. 2941's use following the exhaustion of her accrued sick leave; and

WHEREAS, the Board of Education is amenable to this request, pursuant to the following terms and conditions; and

NOW, THEREFORE, BE IT RESOLVED, that Employee No. 2941 will be permitted to accept voluntarily donated sick leave days during the 2017-2018 school year, provided that she has first exhausted all of her accrued leave time; and

BE IT FURTHER RESOLVED, that during the 2017-2018 school year only, each of the District's Confidential employees may voluntarily donate up to ten accumulated sick leave days below their personal sick leave accrual cap for the purpose of establishing a sick leave bank ("the Bank") for Employee No. 2941's exclusive use during the 2017-2018 school year for any needed sick leave; and

BE IT FURTHER RESOLVED, that the District's Confidential employees may not re-accrue any days that are donated to Employee No. 2941; and

BE IT FURTHER RESOLVED, that donated days will be made available to Employee No. 2941, as needed, in an effort to maintain her on the payroll during the 2017-2018 school year. Employee No. 2941 may apply donated days retroactive to the first day on which she would otherwise be off of the District's payroll. If Employee No. 2941's absence from work continues beyond the 2017-2018 school year, any unused days left in the Bank may be applied to her absences in subsequent school years; and

BE IT FURTHER RESOLVED, that days donated to the Bank may not, under any circumstances, be returned to the donor, including in the event that Employee No. 2941 no longer needs to utilize them; and

BE IT FURTHER RESOLVED, that Employee No. 2941, when utilizing days from the Bank, will be governed by the same rules, procedures, policies, protocols, memorandum of understanding and contract provisions as apply to the use of ordinary sick leave; and

BE IT FURTHER RESOLVED, that nothing contained in this resolution, including the existence of unused days in the Bank, will in any way be construed as precluding the District from taking any action pursuant to law that it may deem to be necessary with regard to Employee No. 2941's employment status, subject to all otherwise applicable legal requirements and obligations; and

BE IT FURTHER RESOLVED, that the District will provide Employee No. 2941, upon

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reasonable request, with information pertaining to the total number of days donated and used, as well as the number of days remaining in the bank."

9. Change Order

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the following Change Order:

Change order #1 JNS Heating Services Cooling Station - Lee Road \$ 2,400.63

BE IT FURTHER RESOLVED, that the President of the Levittown Board of Education is, hereby, authorized to sign the attached change order."

10. Contract Auctions International

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and Auctions International to handle the auctioning off of surplus items from 12/2017 through 12/2019.

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

11. Contract for June 2018 Commencement - Hofstra University

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and Hofstra University in the amount of \$16,236.00 for two high school graduation rehearsals and ceremonies for Division Avenue HS and MacArthur HS to be held at the David S. Mack Sports Complex of Hofstra University on May 23, 2018 and June 16, 2018;

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

12. Lease of Little Red School House to Teachers Pets Child Care Center, Inc.

Enclosure

Recommended Motion: "Whereas, it is mutually beneficial to the Levittown Public Schools and Teachers Pets Child Care Center, Inc. to amend the lease agreement for the "Little Red School House;"

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education approve the attached third amendment to the lease agreement for five years (August 1, 2017 to July 31, 2020) between the Levittown Public Schools and Teachers Pets Child Care Center, Inc. and that the President of the Board of Education is, hereby, authorized to sign the attached amended lease agreement. "

13. Authorization for Foreign Field Trip

Enclosure

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Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, authorize students from Division Avenue and General Douglas MacArthur High Schools to participate in a foreign field trip to Quebec, Canada for October 2018."

14. Agreement with Educational Data Services

Enclosure

Recommended Motion: "RESOLVED, WHEREAS, it would be in the interest of the Levittown Union Free School District, 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, the 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 continue participation 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 accept the attached agreement."

15. Inter-municipal Agreements - Fuel

Enclosure

Recommended 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."

16. Island Trees UFSD IMA Transportation Contract

Enclosure

Recommended Motion: "RESOLVED, that pursuant to Article 156.5 of the New York State Education Law, the Levittown Board of Education does, hereby, approve the contract with the Island Trees UFSD for transportation services for the 2017-2018 school year.

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

17. Special Education Contracts

Enclosure

Recommended 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 - 2017 and 2017 - 2018 school year.

- Westbury UFSD (2016-2017)
- Westbury UFSD (2017-2018)

- Locust Valley Central School
- West Hills Academy

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

18. Obsolete Equipment

Enclosure

Recommended 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.”

19. Obsolete Books

Enclosure

Recommended 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.

20. Approval of Board of Education Policies

Enclosure

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

Policy #6551 Family and Medical Leave Act

Policy #3272 Advertising in the Schools/Commercial Sponsorship of School Activities

21. Schedules

Enclosure

“RECOMMENDED 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 “Extra -Curricular” Extracurricular

1005.1 “Designation, Consultants”

1006 “Appointments, Non-Instructional”

1007 “Tenure, Certified Personnel”

1008 “Salary Change, Non-Instructional”

1009 “Leave of Absence, Certified Personnel”

1010 “Students with Disabilities”

V. ACTION ITEMS

A. New Business

1. Gifts to Schools

Enclosure

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

- A 1999 Honda Accord (Vin No. JHMCG6670XC025956) for use in GC Tech automotive class from Michael and Elayne Litterello, 220 Sprucewood Drive, Levittown, NY 11756
- A 1999 SCI Saturn and GM maintenance books for the 1999 Saturn for use in GC Tech automotive class from Joseph A. Cistelli, 15 Elm Court, Sayville, NY 11782
- A check in the amount of \$2,000 to be used for Division Avenue High School Scholarships for the Class of 2018 from Lifetouch National School Studios, 11000 Viking Drive, Eden Prairie, MN 55344
- A check in the amount of \$2,289.03 to be deposited in the Division Avenue High School General Student Fund from Lifetouch National School Studios, 11000 Viking Drive, Eden Prairie, MN 55344
- A check in the amount of \$225.55 to be used to pay the outstanding lunch balances for any student at Lee Road School from Mr. James Myers, 840 Ardmore Place, Bellmore, NY 11710-4600
- Two checks in the amount of \$10.00 and \$15.00 to be deposited in the Northside Activity Fund from Neiman Marcus Group Associate Giving Program, 2508 Highlander Way, Suite 210, Carrollton, TX 75006."

VI. AD HOCVII. UPCOMING DATES

- A. January 10 - Regular Meeting
- B. January 24 - Budget Planning Session No. 1

VIII. MOTION TO ADJOURN