

# AGENDA

## BOARD OF EDUCATION • LEVITTOWN, NEW YORK

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

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REGULAR MEETING

LEVITTOWN MEMORIAL EDUCATION CENTER

Wednesday, June 11, 2014

6:15 P.M. (Meeting convenes with anticipated adjournment to Executive Session)

7:30 P.M. (Meeting reconvenes in Public Session)

*Success for Every Student*

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### 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.

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### 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.

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Anyone requiring a sign language interpreter for this meeting should notify the District Clerk at 520-8300 Ext. 608, 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, without regard or discrimination based on religion, ethnic background, age, sex, or disability.

I. CALL TO ORDER

A. Pledge of Allegiance

B. 6:15 P.M. It is anticipated that the Board will make a motion to adjourn into Executive Session to discuss legal and/or personnel matters.

C. 7:30 P.M. Reconvene Public Session

1. Pledge of Allegiance

2. Moment of Silence

II. ANNOUNCEMENTS

III. APPROVAL OF MINUTES

Minutes - Approval of Minutes

Enclosure

Recommended Motion: "Make the necessary corrections and move the approval of the minutes of the May 7, 2014 regular meeting and the May 20, 2014 annual meeting."

IV. REPORTS

A. Recognition

Art Display - Division Avenue High School

Recognize Student Liaisons: Nicholas Fuchs - Division Avenue High School;  
Brian Zilli - General Douglas MacArthur High School

Student Academic Presentation: MacArthur and Division Avenue foreign  
language students field trip to Italy, Spain, France and Monaco

Recognize Students for Outstanding Achievement in Science

Recognize Salk Student Qualifiers for 2014 National History Bee Competition  
Finals

Recognize Service Committees: PTA Budget Committee and Food Service  
Committee Members

Recognize Retirees

Reception

B. Superintendent

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1. Follow-up to Prior Public Be Heard Questions
2. Follow-up to Board Questions

C. Board of Education

1. Comments and Reports
2. Correspondence
3. Student Liaisons

V. PUBLIC BE HEARD

VI. ACTION ITEMS: OLD BUSINESS

1. Claims Auditor Reports

Enclosure

Recommended motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Claims Auditor Report prepared by Albrecht, Viggiano and Zureck and Company, P.C. for the months ending February 28 and March 31, 2014."

VII. ACTION ITEMS: NEW BUSINESS

1. 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 May 2014 report of the Claims Auditor be accepted."

2. Treasurer's Report

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached reports and place same on file:

Summary of Treasurer's Reports for the month ending April 30, 2014"

3. Claims Auditor Reports

Enclosure

Recommended motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Claims Auditor Report prepared by Albrecht, Viggiano and Zureck and Company, P.C. for the months ending April 30 and May 31, 2014."

4. Appropriation, Revenue, Trial Balance and Fund Balance Reports

Enclosure

Recommended motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Appropriation, Revenue and Trial Balance Reports for the period ending April 30, 2014 and the Fund Balance Report as of May 31, 2014."

5. Internal Audit Report - Corrective Action Plan

Enclosure

Recommend Motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Corrective Action Plan in response to the internal auditor's recommendations listed in the Independent Accountant's Report On Applying Agreed-Upon Procedures dated March 31, 2014 and;

BE IT FURTHER RESOLVED, that the Assistant Superintendent for Business and Finance is authorized to submit the Independent Accountant's Report on Applying Agreed-Upon Procedures dated March 31, 2014 and the Corrective Action Plan to New York State."

6. Reaffirmation of Reserves

Inclusive

Recommended Motion: "WHEREAS, by action of the Levittown Board of Education, the Levittown Union Free School District has previously established certain reserves having the following balances as of the fiscal year ending June 30, 2013;

<i><b>Reserves</b></i>	<i><b>Fiscal Year Ending 6/30/13</b></i>
Restricted for Workers' Compensation	\$5,012,299
Restricted for Unemployment Insurance	\$2,933,491
Restricted for Employee Retirement	\$15,423,567
Restricted for Employee Benefits Accrued Liability	\$6,002,710
Restricted for Tax Certiorari	\$2,000,000
Restricted for Capital Reserve	\$4,780,430

<i><b>Total Reserves</b></i>	<i><b>\$36,152,497</b></i>
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and WHEREAS, the Levittown Board of Education wishes to utilize and/or contribute additional funds where appropriate;

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education, hereby, authorizes transfers of 2013-2014 fund balance to any of the properly established reserves not to exceed:

<i><b>Reserves</b></i>	<i><b>Transfers Not To Exceed</b></i>
Restricted for Workers' Compensation	\$1,000,000
Restricted for Unemployment Insurance	\$0
Restricted for Employee Retirement	\$7,500,000
Restricted for Employee Benefits Accrued Liability	\$0
Restricted for Tax Certiorari	\$0

Restricted for Capital Reserve	\$7,500,000
<b><i>Total Reserves</i></b>	<b>\$16,000,000</b>

7. Dissolving the Tax Certiorari Reserve Inclusive  
 Recommended Motion "WHEREAS, pursuant to Section 3651(1-a) of the Education law, the Levittown Union Free School District Board of Education established a reserve fund to be used for the purpose of paying judgments and claims from a tax certiorari proceeding ("Tax Certiorari Reserve Fund") in accordance with Article 7 of the Real Property Tax law and appropriated monies for same; and

WHEREAS, due the recent decision of the Court of Appeals invalidating Nassau County's enactment of Local Law 18, it is no longer reasonably necessary to maintain a reserve fund dedicated to payment of anticipated judgments arising out of tax certiorari proceedings;

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Superintendent of Schools be authorized to return all existing monies in the Tax Certiorari Reserve Fund to the unassigned fund balance of the General Fund and close out the Tax Certiorari Reserve Fund by July 1, 2014."

8. Gifts to School Enclosure  
 Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept with thanks the following gifts:

- 49 hard-cover fiction dinosaur books, donated to East Broadway Elementary School library by Mrs. Fran Jenkins, 751 Seamans Neck Road, Seaford, NY 11783;
- a check for \$1,200 donated by the East Broadway PTA, 751 Seamans Neck Road, Seaford, NY 11783, to be used to purchase books for the East Broadway Elementary School library;
- a check for \$176.30 donated to Summit Lane School Student Activity Fund by Box Tops for Education, P.O. Box 200, Young America, MN 55553-0200;
- a check for \$819.50 donated to Abbey Lane School Student Activity Fund by Box Tops for Education, P. O. Box 200, Young America, MN 55553-0200;
- a check for \$130.00 donated to the Division Avenue High School Class of 2015, by Men's Warehouse, 6100 Stevenson Blvd., Building A, Fremont, CA 94583;
- a check for \$8,195.00 to cover the cost of two dugout roofs on the varsity baseball field at Division Avenue High School, donated by Frank Russo, 750 S.E. 22nd Avenue, Pompano Beach, FL 33062;
- a check for \$100 donated to the East Broadway Student Activity Fund by Virginia

L. Gridley to be used for the Vernon and Virginia Gridley Awards for one boy and one girl moving up from East Broadway School;

- one new Jay Turser Model 401 electric bass donated to Division Avenue High School by Don Messe, 8 Clay Lane, Levittown, New York 11756.”

#### 9.Credit Card

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the agreement with Citibank, N.A. for a credit card to be used solely by the Assistant Superintendent for Business and Finance to book travel arrangements related to student events;

BE IT FURTHER RESOLVED, that the President of the Levittown Board of Education is, hereby, authorized to sign the attached agreement.”

#### 10.Extra Classroom Activity Fund Treasurer's Report

Enclosure

Recommended motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept the attached Extra Classroom Activity Fund Reports for the period January 1, 2014 to March 31, 2014.”

#### 11.Fitzharris/Brown Insurance - HIPPA Agreement

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the revised Business Associate Agreement (HIPPA) with Brown & Brown of New York, Inc., as administrators of the District's dental, life and long-term disability policies;

BE IT FURTHER RESOLVED, that the President of the Levittown Board of Education is, hereby, authorized to sign the attached agreement.”

#### 12.Agreement with CentralEd (Textbook Central)

Enclosure

Recommended Motion: “RESOLVED, that the Levittown Board of Education does, hereby, enter into an agreement with CentralEd covering textbook procurement and distribution services for the 2014-2015 school year to be provided by Textbook Central.”

#### 13.Summer 2014 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 following 2013-14 transportation contracts / extensions:

Contractor's Name	Date of Contract	Cost
Acme Baumann	5/15/14	\$5,741
Educational Bus	5/15/14	\$5,340
First Student	5/15/14	\$0
Suburban Bus	5/15/14	\$0
Anytime Bus	5/15/14	\$0

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

14. Appointment of Impartial Hearing Officer

Inclusive

Recommended Motion: "RESOLVED, that the Levittown School District does, hereby, appoint Tina Millman as Impartial Hearing Officer in a matter regarding a student."

15. Change Order - Roof

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the following change orders to the existing contract with Milcon Construction Corp:

Change order number G-3.01a	-\$40,324.36
Change order number G-3.01b	\$6,890.79
Change order number G-3.01c	-\$23,776.82
Change order number G-3.01d	-\$4,357.51
Change order number G-3.01e	\$22,486.89
Change order number G-4.01a	-\$15,464.92

The total amount of the change orders is a reduction of the contract in the amount of - \$54,545.93.

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

16. Bid - Approval of Bids

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached bid for roll-off dumpsters, awarded to Jamaica Ash.

<u>Bid #</u>	<u>Description</u>	<u>Amount</u>
14E#10	Roll-off dumpsters	as per attached specifications"

17. Bid - Renewal of Bid Athletic Uniforms and Equipment

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the following bids: Renewal of Reconditioning of Athletic Uniforms & Equipment: Endzone Sports, 3395 Merrick Road, Seaford, NY 11783

<u>Bid #</u>	<u>Description</u>	<u>Amount</u>
13E No.10	Renewal of Reconditioning of Athletic Uniforms/Equipment	\$55,000"

18. Request for Proposal Athletic Training Services LPS 14-002 Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the following Request for Proposal for Athletic Training Services:

<u>RFP#</u>	<u>Awarded to:</u>	<u>Amount</u>
LPS 14-002	Winthrop University Hospital	\$55,000"

19. BOCES Letter of Intent Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached Letter of Intent with Nassau County Board of Cooperative Educational Services (BOCES) to cover anticipated services and other expenses for the 2014-2015 school year."

20. Teachers' Center Continuation Grant Enclosure

Recommended Motion: "WHEREAS, the Levittown Board of Education has received and reviewed the 2014-2015 grant application for the Teachers' Center; and

WHEREAS, it is understood that neither the autonomy nor the authority of the Teachers' Center, nor the costs associated with the District's support of the Teachers' Center, are altered in any substantive manner from the 2013-2014 program;

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, approve the 2014-2015 Teachers' Center grant application."

21. School Lunch Price Increase Inclusive

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve an increase in school lunch prices for the 2014-2015 school year as follows:

Grades	Current Price	Proposed Price
Elementary (Grades K-5)	\$2.35	\$2.45
Secondary (Grades 6-12)	\$2.60	\$2.70"

22. Obsolete Computer Equipment Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, declare the computer equipment on the following lists obsolete and that the items may be discarded and/or sold at the highest possible salvage value:

School / Building	No of Items	Type of Items	Date of List
LMEC	11	Laptops and Printers	05/23/2014



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LMEC	11	Laptops, Printers & Projector	05/23/2014
Salk MS	8	Cameras & Printers	05/13/2014
MacArthur HS	2	Printer & Smartboard	03/20/2014
Abbey Lane	2	Printers	04/03/2014
Gardiners	1	Printer	04/11/2014
Wisdom Lane	1	Printer	01/14/2014"

## 23. Obsolete library books

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, declare the library 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:

School	Quantity of books	Date of List
Wisdom Lane	39	May 5, 2014
MacArthur	276	May 5, 2014"

## 24. Declaration of Excess Positions

Inclusive

Recommended Motion: "RESOLVED, that in accordance with the necessity of scheduling positions for the 2014-2015 school year, and in accordance with the appropriate section of the New York State law, that one teaching position will not be required."

## 25. Annual Professional Performance Review - Teacher Lead

Evaluators

Recommended Motion: "RESOLVED that in accordance with Education Law 3012-c and the Commissioner's Regulations, Joan Lorelli be added to the list of certified Teacher Lead Evaluators as approved by the Board of Education on June 13, 2012 and amended on June 12, 2013."

## 26. Schedules

Enclosure

"That the Levittown Board of Education approve Schedule 2013-G-13 (Resignation/Termination - Certified Personnel)."	1001
"That the Levittown Board of Education approve Schedule 2013-GG-13 (Resignation/Termination-Non-Instructional Personnel)."	1002
"That the Levittown Board of Education approve Schedule 2013-H-14 (Appointments - Certified Personnel)."	1003
"That the Levittown Board of Education approve Schedule 2013-H-No. 14c (Designation, Consultants)."	1004
"That the Levittown Board of Education approve Schedule 2013-H-No. 14f-1 (Appointments - Summer School)."	1005
"That the Levittown Board of Education approve Schedule 2013-H-14g (Designation - Coaching)."	1006
"That the Levittown Board of Education approve Schedule 2013-H-No. 14h	1007

(Appointments, Certified Personnel, Extra Curricular)."	
"That the Levittown Board of Education approve Schedule 2013-HH-No. 14 (Appointments, Non-Instructional)."	1008
"That the Levittown Board of Education approve Schedule 2013-J-No.10 (Tenure, Certified Personnel)."	1009
"That the Levittown Board of Education approve Schedule 2013-JJ-No.10 (Permanent Status, Non-Instructional Personnel)."	1010
"That the Levittown Board of Education approve Schedule 2013-K-No. 11 (Leave of Absence - Certified Personnel)."	1011
"That the Levittown Board of Education approve Schedule 2013-KK-No. 11 (Leave of Absence - Non-Instructional Personnel)."	1012
"That the Levittown Board of Education approve Schedule 2013-N-No. 5 (Health Services)."	1013
"That the Levittown Board of Education approve Schedule 2013-O-No. 11 (Students with Disabilities)."	1014

VIII. AD HOC

Revision Policy #5630 Facilities, Inspection, Operation and Enclosure  
Maintenance -second read

Revision Policy #5220 District Investments - second read Enclosure

Personnel Department: Board Member Role

Hiring Policy

Laurel Lane Lease Inclusive  
Laurel Lane lease to ELIJA School

IX. DATES

Wednesday, July 9, 2014 - Organizational Meeting and Regular  
Meeting

Wednesday, July 23, 2014 - Planning Session

X. MOTION TO ADJOURN