

Regular Meeting

A Regular Meeting of the Board of Education of the Northport-East Northport Union Free School District was held on Monday evening, December 7, 2009, beginning at 6:30 p.m., in the Board Conference Room at the William J. Brosnan School, 158 Laurel Avenue, Northport, New York, with Mr. Stephen V. Waldenburg, Jr., Chairperson, opening the meeting and presiding.

Members present: Mrs. Liz Dragone, Mr. Joe Gannon, Mr. Rob Ingraham, Mr. Tim Madden, Mrs. Donna McNaughton, Mrs. Arlene S. Munson, Dr. Kay Hutchins Sato, Mr. Stephen V. Waldenburg, Jr., Mrs. Karen Wills

Members absent: None

Also present: Dr. Marylou McDermott, Superintendent of Schools

1. President Waldenburg called the meeting to order.

Motion was made by Trustee McNaughton, seconded by Trustee Munson, to convene in Executive Session to discuss matters pertaining to potential litigation.

Unanimously carried.

At 7:45 p.m., motion was made by Trustee Dragone, seconded by Trustee Sato, to reconvene in public session in the Cafeteria at the William J. Brosnan School.

Unanimously carried.

Public attendance: There were approximately 80 persons present.

2. Mr. Waldenburg led those present in the Pledge of Allegiance; and
3. Pointed out the emergency exits.

Motion was made by Trustee Gannon, seconded by Trustee Sato, to reorder the agenda and move agenda items 6 (Communications) and 7 (Public Participation) after agenda item 12 (New Business).

Unanimously carried.

4. APPROVAL OF MINUTES

Motion was made by Trustee Sato, seconded by Trustee Ingraham, to approve all items under 4.1:

- 4.1 Minutes
 - 4.1.1 Regular Meeting, November 16, 2009

President Waldenburg noted a misspelling of his name under 5.6 of the minutes.

Vote on Trustee Sato's motion to approve the minutes of the Regular Meeting, November 16, 2009 with noted correction was unanimously carried.

5. SPECIAL REPORTS/ANNOUNCEMENTS FROM THE SUPERINTENDENT

Dr. Marylou McDermott, Superintendent, recognized the veterans who were present from Northport American Legion Post 694 in honor of the Pearl Harbor remembrance.

5.1 Accomplishments of Staff and Students

5.1.1 Mr. Andrew Manzo, District Chairperson of Social Studies, introduced James Lauria, Social Studies Department Student of the Month. Mr. Manzo stated that James has enrolled in the most rigorous courses offered at Northport High School and has received perfect scores on both the European and American History AP exams, as well as scoring 99 out of 100 on both the Global and American History Regents exams. Mr. Manzo noted that James is an extremely motivated student whose passion for learning is matched only by his desire to share his expertise with others. In addition to his academic success, James takes part in many co-curricular and extra-curricular activities. James is captain of the high school's Academic Team and also plays trumpet in all of the high school's bands and orchestras. Mr. Manzo stated that, as a participant in the Simons Summer Research Fellowship Program, James performed research in neurobiology at Stony Brook University, examining the effect of hormones on a rat's brain. James wants to pursue a career in medicine with a minor in politics and has applied for both the prestigious Jefferson scholarship at the University of Virginia and the Presidential scholarship at Boston College. Mr. Manzo noted that James would like to practice medicine and eventually become involved in politics in some capacity.

The President of the Board and the Superintendent congratulated James on his fine accomplishments and presented him with a certificate of commendation from the Board.

5.1.2 Mr. Andrew Manzo announced the Boys/Girls State Leadership Program Awards sponsored by the Northport American Legion Post 694. Representatives from the Northport American Legion Post 694 were introduced, Mike Suchocki, Bob Thomas, Bob O'Hara, and Bob Grogan.

Girls State Program – Brittany Pagnotta

Boys State Program – Michael Snyder, Peter Florio, Joshua DeLeon

5.1.3 Mr. Andrew Manzo introduced Mr. David Scott, PATCH coordinator, and Northport High School students Julia Bladykas, Marley Carhart, Joe Flanagan, Chirag Munim, Dorothy Pitti and Danielle Reinbachs. The students were selected by the Annenberg Foundation Trust at SUNNYLANDS to attend a special event at the Supreme Court of the United States with Justice O'Connor (retired), Justice Breyer and Justice Kennedy.

5.1.4 Mr. Andrew Manzo introduced Northport High School Social Studies Teachers Linda Skidmore and Sandy Scarpinito who were recognized by the Law, Youth and Citizenship Program of the New York State Bar Association for their years of service to the education and character building of New York students.

5.2 Dr. McDermott introduced Ms. Kathleen Molander, Assistant Superintendent for Business.

Ms. Molander presented the financial highlights and audit recommendations previously presented by Mr. Peter Rodriguez in his independent audit report to the Board of Education. Ms. Molander stated that the auditors gave the district an unqualified opinion. An unqualified opinion is often referred to as a "clean" opinion which is the highest opinion a district can receive. An unqualified opinion means the financial statements are free of material misstatements and presents fairly the financial position of the District as of June 30, 2009. Ms. Molander noted the independent audit report is available on the District's web site.

Ms. Molander reviewed the District's fund balance and stated that the fund balance is a very important part of the financial statements. The fund balance is made up of several different components including the capital reserve fund, unemployment insurance and workers compensation funds, accrued employee liability reserve fund, designated unreserved fund and undesignated unreserved fund. Ms. Molander noted that the designated unreserved fund is the money the Board appropriated be returned to the taxpayer in order to lower the tax levy. The undesignated unreserved fund balance, commonly referred to as the 4%

fund, is a fund in which Districts are legally allowed to appropriate 4% of the future years' budget and reserve it in an undesignated fund to cover any unforeseen contingent expenses the District may encounter during the year. Ms. Molander stated that there was an increase of \$3,216,478 in the fund balance. The largest increases include \$785,000 in the Unreserved Designated Fund Balance, \$1,008,125 in the Unreserved Un-designated Fund Balance (4%), and \$858,154 in the Employment Benefit Accrued Liability Reserve. Ms. Molander noted the District has an excellent Moody's rating and that the Fund Balance is looked at in the evaluating process. Ms. Molander noted that it is very important for the District to keep the reserves well funded.

Ms. Molander stated that it is the auditor's responsibility to recommend to the District the best practices possible for refinements in their accounting practices and procedures and their internal controls. Ms. Molander reviewed some material weaknesses noted in the report, specifically, the Special Aid Fund accounts receivable, bank reconciliation of cash balances to the general ledger on a monthly basis, fixed assets inventory, and reconciliation of health insurance. Ms. Molander stated that the independent auditors made several audit recommendations and noted that new procedures were put in place prior to the auditors leaving the District. The audit recommendations included monitoring collateral of cash accounts, review of old outstanding checks, salary change verification, review of Special Aid Fund FS-10-F's, monitoring School Lunch fund cash receipts and extraclassroom activity funds.

There was a brief discussion regarding unexpected expenses and the unreserved undesignated fund balance. The President of the Board thanked Ms. Molander for her informative report.

Motion was made by Trustee Gannon, seconded by Trustee Ingraham to reorder the agenda and move item 12 (New Business) up for discussion.

Unanimously carried.

12. NEW BUSINESS

12.1 Trustee Ingraham stated that he was prepared to make a motion opposing the proposed creation of council districts in the Town of Huntington, which is to be voted on via a special referendum on December 22, 2009. Mr. Ingraham stated he was advised by school district counsel that it would not be proper to do because the Board had no authority to take a partisan political position. Mr. Ingraham stated, however, that he would express his views in the form of a letter to the local newspapers and reluctantly would withdraw the intended motion.

Town of Huntington Councilman Stuart Besen addressed the Board stating that he was strongly against council districts. Mr. Besen stated that three people on the town board would be able to make decisions that would affect the Town of Huntington, and the residents in the Northport-East Northport community would not be able to vote for or against those three people. Mr. Besen stated that this is less representation, less accountability. Mr. Besen stated that councilmatic districts will hurt the school district.

Mr. Jack Rice, a District resident for 35 years, addressed the Board stating that he supported the formation of council districts. Mr. Rice stated that there was nothing to indicate that the formation of council districts would have a negative impact. Mr. Rice stated that if he has an issue in the East Northport community he would want to speak to someone on the Town Board that lives in his neighborhood. Mr. Rice noted that the four district lines would be set by the town council.

5.3 Review of instructional initiatives in the following areas:

5.3.1 Community Services (Academic Summer School, Continuing Education, Driver Education and Recreational Summer Camp). Due to the numerous items on the agenda and the rescheduling of the Public Work Session, Ms. Imwalle's report will be presented at a future meeting.

5.3.2 Social Studies

Mr. Andrew Manzo presented the 2009-2010 Social Studies Initiatives report. Mr. Manzo stated that Northport Social Studies students are taught to understand an issue or historical event from all sides. Mr. Manzo reviewed the 5th grade and 8th grade Social Studies assessment data, noting the increase in the percentage of students scoring at level 3 and higher. Mr. Manzo presented data between similar schools, Eastern Suffolk BOCES, Western Suffolk BOCES and Western Suffolk BOCES North Shore. The results of the Social Studies Advanced Placement Exams and International Baccalaureate exams were reviewed.

Mr. Manzo stated that the initiatives at the elementary level included collaboration and formalization of the K-12 DBQ writing process, integration of new 1st and 2nd grade curriculum from Nystrom, and utilization of instructional data to identify areas of need such as geography and economics. At the middle school level, the initiatives include collaboration and formalization of the K-12 DBQ writing process, developing an online best practices forum focusing on homework development and frequency, and continued improvement on writing in the content area as demonstrated by the 8th grade assessment data. Mr. Manzo stated that the high school initiatives include developing mid-term common assessments for all courses ending in Regents exams, expanding the use of technology to support instruction, learning and assessment, and evaluating new IB 12 curriculum, along with new courses: AP Comparative Politics, IB Social/Cultural Anthropology, and Never again: A Study in Genocide.

There was a brief discussion regarding the state assessment data, class size, and the number of students taking AP versus IB courses. Trustee Madden stated that, being a Social Studies teacher, the Northport program is recognized across Long Island as a great department and a great program.

5.4 For Information: Report on course catalog changes being considered at the high school for the 2010-2011 school year. (Note: The final recommendations will be on the agenda for the December 21, 2009 meeting)

There was a brief discussion regarding inclusion classes for the core subjects and how they are denoted in the course catalog and the elimination of the English 11 Honor course.

5.5 The President of the Board reviewed the upcoming Board of Education meetings of December 21st, January 11th and January 25th. President Waldenburg noted that Board Counsel John Gross will be present to address the transportation issues at the December 21st meeting.

Motion was made by Trustee Munson, seconded by Trustee Sato, to approve all items under 8. and 9., including Supplemental 8.1.1 (Schedule A - #19-22), Supplemental 9.2.5 and Supplemental 9.12.

8. SUPERINTENDENT'S REPORT, GENERAL - FOR BOARD ACTION

8.1 Personnel Schedules, each dated December 7, 2009, and each attached and made part of the official minutes:

- 8.1.1 Schedule A - Certified Staff (including Supplemental A)
- 8.1.2 Schedule B - Non-Instructional Staff
- 8.1.3 Schedule D - Extra Pay - severed
- 8.1.4 Schedule J - Committee on Special Education
- 8.1.5 Schedule K - PDC NASA
- 8.1.6 Schedule L - PDC UTN

8.2 Approving the following resolution amending the District's 403(b) Plan Document prepared by The OMNI Group, the third party administrator of the District's 403(b) Plan:

“WHEREAS, the Northport-East Northport Union Free School District (“District”) maintains the Northport-East Northport Union Free School District 403(b) Retirement Plan (“Plan”); and

WHEREAS, the Plan was duly adopted on the 15th day of December, 2008 by the District’s Board of Education (“Board”); and

WHEREAS, the Board desires to restate and amend the Plan as regards section 2.1 Eligibility;

NOW, THEREFORE, BE IT RESOLVED, that section 2.1 of the Plan is hereby restated and amended to read as follows:

2.1 Eligibility

Each Employee shall be eligible to participate in the Plan and elect to have Elective Deferrals made on his or her behalf hereunder immediately upon becoming employed by the Employer.

BE IT FURTHER RESOLVED that the Plan, as restated and amended is hereby approved and adopted.

IN WITNESS WHEREOF, the District has caused this Resolution and Amendment to be adopted this 7th day of December, 2009.”

8.3 Receiving for a first reading revisions to the following policy:

8.3.1 Policy #9510.4 – *“Terms and Conditions of Employment for Security Personnel”*

9. SUPERINTENDENT’S REPORT, FINANCIAL - FOR BOARD ACTION

9.1 Declaring the attached selected equipment as surplus and approving disposal in accordance with Board Policy.

9.2 Approving the following donations to the District:

9.2.1 \$200.00 from Mr. Gene Madiou to the Roseann Madiou Memorial Scholarship Fund.

9.2.2 \$785.13 from various donors to the Michael Kauffman Memorial Scholarship Fund.

9.2.3 A Phonics Learning Game from Mr. and Mrs. Peter Werthner to the Northport-East Northport School District, value estimated by the donor to be approximately \$250.00.

9.2.4 A Cello from Mr. Jeffrey Trachtenberg to the Northport-East Northport School District, value estimated by the donor to be approximately \$1,500.00.

9.2.5 \$709.00 from FRIENNDS to be used toward the replacement of the sound system in the gymnasium at Northport High School and increasing the budget code (A2855.4650.30.1502) by \$709 for this purpose.

9.3 Approving the following resolution:

“RESOLVED, that the Board of Education accept the donation of \$250.00 from Macy’s Earning for Learning Grant to Fifth Avenue Elementary School, for the purchase of supplies, and authorizes an increase in the 2009-2010 budget (Code A2110.5030.12.0200) for this purpose.”

9.4 Authorizing the Board President to execute the following service agreement:

9.4.1 YMCA “The Place”, in the amount of \$31,000 for the 2009-2010 school year.

9.5 Approving a 2009-2010 Instructional Service Agreement between the Northport-East Northport Union Free School District and S.A.I.L. at Ferncliff Manor.

9.6 Approving a 2009-2010 Special Education Services Contract between the Northport-East Northport Union Free School District and Kings Park Central School District.

9.7 Approving a 2009-2010 Service Agreement between the Northport-East Northport Union Free School District and Gotham Telecom.

9.8 Approving a 2009-2010 SEDCAR I Sub-Allocation Contract for Services between Kings Park Central School District (Local Education Agency-LEA) and the Northport-East Northport Union Free School District (Approved Special Education Program-ASEP).

9.9 Approving a 2009-2010 SEDCAR I Sub-Allocation Contract for Services between Half Hollow Hills Central School District (Local Education Agency-LEA) and the Northport-East Northport Union Free School District (Approved Special Education Program-ASEP).

9.10 Approving transfer of general fund appropriations in the 2009-2010 budget.

9.11 Approving the following SEQRA resolution for the installation of an irrigation system for the north and south athletic fields located at Northport High School:

“WHEREAS, State Senator Flanagan was successful in securing a grant for the School District in the amount of Forty Thousand (\$40,000.00) Dollars to fund the installation of an irrigation system for athletic fields located at Northport High School which are adjacent to the stadium field and commonly known as the “North and South Fields”, plans for which installation have been prepared by the District architect; and

WHEREAS, the Board of Education of the Northport-East Northport Union Free School District desires to embark upon the installation of an irrigation system at the North and South Fields of Northport High School, and

WHEREAS, said improvement project at the Northport High School is subject to classification under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the extension of water connections associated with the routine activities of an educational institution is classified as a Type II Action under the current Department of Environmental Conservation SEQR Regulations (6 NYCRR 617.5); and

WHEREAS, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQR; and

WHEREAS, the Board of Education, as the only involved agency, has examined all information related to the irrigation system installation project and has determined that it constitutes a Type II action pursuant to section 617.5 of the SEQR Regulations;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby declares that the irrigation installation project at the Northport High School is a Type II Action, which requires no further review under SEQR; and

BE IT FURTHER RESOLVED, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the project from the New York State Education Department.”

9.12 Approving a Western Suffolk BOCES Multi-Year Service Agreement between Western Suffolk BOCES and the Northport-East Northport Union Free School District.

Vote on Trustee Munson’s motion to approve all items under 8. and 9., including Supplemental 8.1.1 (Schedule A - #19-22), Supplemental 9.2.5 and Supplemental 9.12 was unanimously carried.

10. SUPERINTENDENT’S REPORT - FOR INFORMATION ONLY

10.1 Student Activity Account Reports for September, 2009 from:

- 10.1.1 Northport High School
- 10.1.2 East Northport Middle School
- 10.1.3 Northport Middle School

10.2 Schedule I – Home Instruction

10.3 Schedule H – Use of Facilities

10.4 Investment Report for June, 2009

11. UNFINISHED BUSINESS

6. COMMUNICATIONS

There were no letters of communication.

7. PUBLIC PARTICIPATION

<u>Name</u>	<u>Comment</u>
Joe Dragone FRIENNDS	Presented a donation from FRIENNDS in the amount of \$2,500.00 to be used to purchase a replacement for the PA system in the high school gymnasium. Mr. Dragone reviewed the many grants that FRIENNDS have made throughout the year to students in the summer programs, children in need and children who are ill.
Jean Baron UTN-EN	Asked about the policy committee meeting and stated that the change in legislation that the Manhasset School District is proposing was not one of the resolutions of the New York State School Boards Association and that the District was asked to join forces with Manhasset and they received no response from the District. Ms. Baron asked that the District form a legislative committee. Ms. Baron also asked if the E-clips from NYSSBA could be made available to the public.

Dr. McDermott stated that the Policy Committee Meeting is to review, revise and update Board policies and that the meeting is open to the public. Dr. McDermott also stated that she would inquire whether the E-clips could be made available to the public.

Trustee Dragone stated that the resolution voted on at the Nassau-Suffolk School Boards Association dinner was a resolution on transportation but was not the Manhasset proposal.

Denise Mumm Asked if the E-clip link could be forwarded to her. Ms. Mumm also asked if the
UTN-EN Board could address unfinished business at each meeting such as status on asbestos
 abatement, district facilities planning, installation of solar panels, distribution of
 outside flyers and use of facilities.

Trustee Ingraham stated that the committee is very close to providing recommendations on the Use of Facilities policy.

Dr. McDermott asked Ms. Mumm to submit her list to the district clerk.

There being no further business to discuss at this time, motion was made by Trustee Gannon, seconded by Trustee Ingraham, to adjourn the meeting and reconvene in a Public Work Session in the Board Conference Room.

At 9:40 p.m., the Chair declared the meeting adjourned.

Beth M. Nystrom
District Clerk

bmn