

**Northport-East Northport Union Free School District Special Meeting - William J. Brosnan School
(Thursday, March 1, 2018)**

Generated by Beth M Nystrom on Friday, March 2, 2018

Members present

David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Members absent

None

Also present

Mr. Robert Banzer, Superintendent of Schools

Ms. Kathleen Molander, Assistant Superintendent for Business

Ms. Irene McLaughlin, Assistant Superintendent for Human Resources

Mr. Matthew Nelson, Assistant Superintendent for Student Services, Technology and Assessment

Public Attendance: Approximately 75 people

1. CALL TO ORDER – President Rapiejko called the meeting to order at 6:00 p.m.

2. IF NECESSARY, THE CHAIR MAY ENTERTAIN A MOTION TO ENTER INTO EXECUTIVE SESSION - Note: It is anticipated that the Board will meet in public at 6:00 p.m. in the Board Conference Room to act upon a resolution, upon majority vote, to immediately convene into Executive Session to discuss matters pertaining to the employment history of particular persons, and matters pertaining to contract negotiations.

Action: 2.01 Motion to convene into Executive Session to discuss matters pertaining to the employment history of particular persons, and matters pertaining to collective negotiations.

Motion by David Stein, second by Lori McCue.

Final Resolution: Motion passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

At 7:08 p.m. the Board reconvened in public session in the cafeteria at the William J. Brosnan School.

3. Mr. Rapiejko led those present in the **PLEDGE OF ALLEGIANCE**; and

4. Pointed out the **EMERGENCY EXITS**

President Rapiejko asked for a moment of silence in memory of the victims of the Marjory Stoneman Douglas School shooting.

5. APPROVAL OF MINUTES

Action: 5.01 Minutes

Recommendation to approve the following minutes with recommended revision:

5.01.1 February 8, 2018 - Regular Meeting

Motion by Lori McCue, second by Donna McNaughton.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

6. STUDENT AND STAFF RECOGNITION/ANNOUNCEMENTS FROM THE SUPERINTENDENT OF SCHOOLS

Presentations: 6.01 District-wide Safety & Security Overview

Superintendent Banzer and Leonard Devlin, District Security Consultant, presented a districtwide security update. Mr. Banzer reviewed the District's mission, vision and core values & beliefs highlighting providing a safe, secure and supportive environment. Mr. Banzer stated that Security Personnel included 1 security consultant (retired NYPD), 1 lead security, 31 security personnel of which 26 are former law enforcement officers. The security department is a 24/7, 365 day operation. All officers meet NYS Security Guard Annual Requirements (8 hour class) and all officers meet Districtwide Security Guard Requirement (16 hour class). All officers participate in annual training including active shooter and emergency drills. They are AED, CPR and First Aid Certified. New high visibility uniforms for all officers was implemented in September 2017.

Mr. Devlin reviewed the technology aspect of security. There are nearly 400 cameras across the District with the ability to monitor/view cameras districtwide. The 2018-2019 budget includes 25 additional cameras districtwide. A new and updated burglary system was installed will be installed within 6 months. The system will be upgraded from copper to fiber with upgraded alarm boxes and pads, and districtwide system monitoring. The Visitor Management System (aka Fast Pass) is currently utilized at East Northport Middle School and Northport Middle School. Districtwide implementation of the VMS is underway. Card access for administration and staff is used districtwide with access based on need. Every building in the District has an automatic lockdown system and a police/fire "Knox" box. Mr. Devlin reviewed security communication and mobility. Radios are used districtwide for communication with direct communication with transportation. Fire, Rescue, Emergency Services (FRES) at the William J. Brosnan School. Equipment was recently upgraded districtwide and all vehicles will be radio-equipped by December 2018. The District is implementing S.A.V.E. Hotline phones, one per building. There are currently four security vehicles in operation. An additional vehicle will be added to the fleet by March 9, 2018 and budgeting for an additional 4-wheel drive vehicle.

Mr. Banzer stated that part of the bond that was approved last year included district-wide implementation of Secure Vestibules which will be the one-point entry using visitor protocol with Fast-Pass. The District will survey grounds and traffic patterns of all buildings and perimeter, monitor vehicular access and prevent/minimize vandalism. New keys and locking mechanisms are being installed district-wide. This enables staff to lock any classroom door.

Mr. Banzer stated that there is a New York State Emergency Response Plan for each building which includes emergency response, personnel and protocols. It facilitates contact with staff, law enforcement, fire and emergency response teams with direct contact to the 2nd Precinct & the Village of Northport. The District has a 24 hour secure hotline 631-486-7037. The District conducts school safety/emergency drills each year. A total of 12 are done and four must be lockdown drills. The Suffolk County Police Department School Resource Officer is present at drills to provide feedback.

The District continues to assess/modify emergency response plans in conjunction with local, State and Federal agencies. Training for faculty, staff and administration is done with table top drills, incident debrief, faculty meetings, seminars and guest speakers. Research is done on practices and technologies to meet the district's needs. The District is reviewing the roles of the building greeters and the process for entry at all buildings. The District will advocate locally and at New York State level for resources and continue focus on mental health services for students.

There was a discussion regarding automatic lockdown system, staff and student training, new vestibules, visitor management system, alarm system, lockdown drills, security monitoring, door locks, security personnel, door ajar alert system and emergency drills.

Several community members and parents addressed the Board requesting that actions be taken to increase security including adding armed guards, active shooter plans and drills, metal detectors, bulletproof glass, liaison with the Suffolk County Police Department,

Several community members and parents addressed the Board requesting the district focus on mental health

7. DISCUSSION OF SUPERINTENDENT'S PROPOSED 2018-2019 BUDGET

Mr. Banzer, Superintendent of Schools, and Ms. Kathleen Molander, Assistant Superintendent for Business presented on the Buildings, Grounds and Security, and Transportation portions of the proposed 2018-2019 budget. The budget priorities are to present a budget that supports the mission, vision, core beliefs and priorities of the district; continue historically low tax levy increases; and seek efficiencies and savings. Mr. Banzer reviewed the budget development calendar and the budget history from 2013-2014 to the present proposed 2018-2019 budget.

The Buildings, Grounds and Security proposed 2018-2019 budget totals \$4,055,625, a dollar change of -5,030, and percent change of -.12% from the 2017-2018 budget. Operation of Plant proposed budget is \$2,367,135, a reduction of \$23,835 from the 2017-2018 budget. Maintenance of Plant proposed budget is \$1,564,990, an increase of \$18,795 from the 2017-2018 budget. Central Warehouse and Central Printing proposed budget are proposed to stay the same as the 2017-2018 budget.

The Transportation proposed 2018-2018 budget totals \$7,715,541, a dollar change of \$201,030, and a percent change of 2.67%. District transportation proposed budget is \$609,256, an increase of \$5,866 from the 2017-2018 budget. Out of district transportation proposed budget is \$7,715,541, an increase of \$201,030 from the 2017-2018 budget. The Transportation budget includes the purchase of one 66-passenger propane bus.

Discussion: 7.01 Discussion of Buildings & Grounds and Transportation in following Budget Function Codes:

<u>Function Code</u>	<u>Description</u>
1620	Operation of Plant
1621	Maintenance of Plant
1660	Central Warehouse
1670	Central Printing and Mailing
5510	District Operated Transportation
5540	Contract Transportation

Action: 10:30 p.m. Extend Meeting
Recommendation to extend the meeting

Motion by David Badanes, second by Donna McNaughton.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

There was discussion regarding a security wish list, security vehicles, license plate reader camera, conference expenses, utilities expense, uniforms, asphalt repair, new exterior entrance doors, consultant

services, transportation equipment, maintenance and parts, and software. There was a request to research vaping detection devices.

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

Action: 8.01 Personnel Actions Report

Recommendation to approve the attached Personnel Actions Report, including the following resolution:

“BE IT RESOLVED, that the Board of Education of the Northport-East Northport Union Free School District, having reviewed an Agreement involving a member of the non-instructional staff in executive session, hereby approves such Agreement and authorizes and directs the Superintendent of Schools and Board of Education President to execute such Agreement on behalf of the Board of Education”

Motion by David Badanes, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

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

Action: 9.01 BIDS

Recommendation to take specified action on the following BIDS:

BUILDINGS AND GROUNDS:

9.01.1 AWARD - Resurface Tennis Courts at Northport High School

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action, Information: 9.02 Winter Bros. Hauling of LI, LLC

Recommendation to renew the contract with Winter Bros. Hauling of LI, LLC for the 2018-2019 school year at the current annual rates as shown on the enclosed proposal.

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.03 Donations

Recommendation to receive the following donation to the District:

9.03.1 \$2,500.00 from the Lillian S. Brueggemann Scholarship Foundation to the Lillian S. Brueggemann Scholarship

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.04 BAE Systems Donation

Recommendation to approve the following resolution:

"RESOLVED, that the Board of Education accept the donation of \$95.20 toward the purchase of classroom supplies for Dickinson Avenue Elementary School and increase the 2017-2018 budget code A2110.5030.11.0200 by \$95.20 for this purpose.

RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2017-2018 budget by \$95.20 with the understanding that this increase in revenue is the result of a donation from BAE Systems to Dickinson Avenue Elementary School"

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.05 Steven Fratello

Recommendation to approve a Supplementary Education Services Agreement between the Northport-East Northport Union Free School District and Steven Fratello for a 2nd Grade Presentation in the amount of \$350.00 (FAS)

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.06 Town of Huntington

Recommendation to approve Hold Harmless and Indemnification Agreement between the Northport-East Northport Union Free School District and the Town of Huntington to utilize the fields at the Town of Huntington Veterans Memorial Park for "Coaches vs. Cancer" lacrosse event on Saturday, March 17, 2018.

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.07 New York YMCA Camp

Recommendation to approve a Rider to Agreement between the Board of Education of the Northport-East Northport Union Free School District and New York YMCA Camp Greenkill Outdoor Education Center (NMS)

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.08 iTutor.com

Recommendation to approve a Consultant Services Contract between the Northport-East Northport Union Free School District and iTutor.com

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.09 John W Engeman Theater of Northport
Recommendation to approve an Agreement between the Northport-East Northport Union Free School District and the John W Engeman Theater at Northport (NMS)

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.10 Health Services Contracts

Recommendation to authorize the Board President to sign a contract with the following districts to provide Health Services for Northport-East Northport students attending school in that district during the 2017-2018 school year:

9.10.1 Huntington Union Free School District, sixteen (16) students attending St. Patrick's School @ \$594.12, totaling \$9,505.92

9.10.2 West Islip School District, eight (8) students attending St. John the Baptist High School @ \$941.22, and one (1) student attending St. John the Baptist High School @ \$282.37, totaling \$7,812.13

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.11 Treasurer's Report and Monthly Summary of Receipts and Disbursements

Recommendation to approve the Treasurer's Report and Monthly Summary of Receipts and Disbursements:

9.11.1 Treasurer's Report for the period December 1, 2017 through December 31, 2017

9.11.2 Monthly Summary of Receipts and Disbursements for December 2017

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.12 Schedule of Investments

Recommendation to approve the Schedule of Investments as of December 31, 2017

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.13 Collateral Schedule

Recommendation to approve the Collateral Schedule as of December 31, 2017

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.14 Bank Reconciliation

Recommendation to approve the Bank Reconciliation Report for the Month Ended December 31, 2017

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.15 General Fund Projected Cash Flow Statement

Recommendation to approve the General Fund Projected Cash Flow Statement for the year ending 2017-2018, Actual Data July 1, 2017 - December 31, 2017, Estimated Data January 1, 2018 - June 30, 2018

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.16 Monthly Revenue and Budget Status Report - School Lunch Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - School Lunch Fund for the Month Ending December 31, 2017

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.17 Monthly Revenue and Budget Status Report - Special Aid Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - Special Aid Fund for the Month Ending December 31, 2017

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.18 Monthly Revenue and Budget Status Report - General Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - General Fund for the Month Ending December 31, 2017

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.19 Monthly Revenue and Budget Status Report - Capital Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - Capital Fund for the Month Ending December 31, 2017

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.20 School Lunch Profit and Loss Statement

Recommendation to approve the School Lunch Profit and Loss Statement for the Month Ending December 31, 2017

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.21 Transfer of General Fund Appropriations

Recommendation to approve Transfer of General Fund Appropriations in the 2017-2018 fiscal year (\$12,029.00)

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.22 Transfer of Capital Fund Appropriations

Recommendation to approve Transfer of Capital Fund Appropriations in the 2017-2018 fiscal year (\$1,577.00)

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.23 Quarterly Trial Balance Reports

Recommendation to approve the Quarterly Trial Balance Reports for the period July 1, 2017 - December 31, 2017

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.24 Quarterly Student Activity Account Reports

Recommendation to approve the Quarterly Student Activity Account Reports for the period October 1, 2017 - December 30, 2017:

9.24.1 Northport High School

9.24.2 East Northport Middle School

9.24.3 Northport Middle School

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

Action: 9.25 Health Service Charges

Recommendation to approve the 2017-2018 health service charge for out-of-district students attending district non-public schools at \$1,004.96 per pupil and authorizing the Superintendent of Schools to execute contracts with school districts indicated in the attached memorandum in the amounts specified.

Motion by Donna McNaughton, second by David Stein.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

10. SUPERINTENDENT'S REPORT - FOR INFORMATION ONLY

Information: 10.01 Schedule H - Use of Facilities

Information: 10.02 Budget Transfers for the period January 1, 2018 - February 20, 2018 - As per Board Policy #6150 all transfers between salary codes up to \$25,000 and transfers between all other codes up to \$10,000 are to be reported to the Board of Education as an information item

Information: 10.03 NASA PDC

11. ADJOURNMENT - Board policy requires adjournment by 10:30 pm, unless meeting is extended by vote.

Information: 11.01 Upcoming Meetings

President Rapiejko reviewed the upcoming meetings:

SPECIAL MEETING TO DISCUSS PROPOSED BUDGET

Thursday, March 8, 2018

7:00 p.m.

William J. Brosnan School Cafeteria

Budget Discussion - Instruction, Technology, BOCES, Special Education

SPECIAL MEETING TO DISCUSS PROPOSED BUDGET

Thursday, March 15, 2018

7:00 p.m.

William J. Brosnan School Cafeteria

Budget Discussion - Personnel & Benefits

SPECIAL MEETING TO DISCUSS PROPOSED BUDGET

PRELIMINARY PUBLIC HEARING

Thursday, March 22, 2018

7:00 p.m.

William J. Brosnan School Cafeteria

Budget Discussion - Revenue, Fund Balance, Reserves

Preliminary Public Hearing to Receive Additional Public Input on Budget

SPECIAL MEETING TO FINALIZE BUDGET

Thursday, April 12, 2018

7:00 p.m.

William J. Brosnan School Cafeteria

SPECIAL MEETING TO VOTE ON BOCES ADMINISTRATIVE BUDGET & TRUSTEES

Tuesday, April 24, 2018

7:00 p.m.

William J. Brosnan School Cafeteria

Action: 11.02 Adjournment

Recommendation to adjourn the meeting

Motion by David Badanes, second by Donna McNaughton.

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Andrew Rapiejko, David Stein, Tammie Topel

At 11:43 p.m., the Chair declared the meeting adjourned.

Respectfully submitted,

Beth M. Nystrom
District Clerk