

**Northport-East Northport UFSD Board of Education Regular Meeting - William J. Brosnan School  
(Thursday, October 6, 2016)**

*Generated by Beth M Nystrom on Tuesday, October 11, 2016*

**Members present**

David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

**Also present**

Mr. Robert Banzer, Superintendent of School

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

Dr. Dana Boshnack, Assistant Superintendent for Teaching and Learning

**1. CALL TO ORDER** - President Rapiejko called the meeting to order at 5:37 p.m. in the Board Conference Room

**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 5:30 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 appointment of a particular corporation and matters pertaining to the employment history of particular persons.

Action: 2.0 Motion to convene into Executive Session to discuss matters pertaining to the appointment of a particular corporation and matters pertaining to the employment history of particular persons.

Motion by David Badanes, second by Lori McCue

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Absent at time of Vote: Allison C Noonan

At 7:08 p.m. the Board reconvened in Public Session in the cafeteria.

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

**4.** Pointed out the **EMERGENCY EXITS**

**5. APPROVAL OF MINUTES**

Action: 5.01 Minutes

Recommendation to approve the following minutes:

5.01.1 September 8, 2016 - Regular Meeting

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

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

Presentations: 6.01 Student Representative Report - Elaina Elkins (Grade 10) and Zachary Melchione (Grade 12)

Northport High School students Elaina Elkins and Zachary Melchione reported on the happenings at the high school. The general assembly of the Northport Student Union held a meeting on September 26th where a delegate from each high school club discussed the activities of their respective club. The Northport Student Union attended a lead conference in November, is running concessions at the football games, and future activities include a ski trip and class elections. A Midwinter Night's Dream had several students intern at Johns Hopkins. The pep rally was held and the students welcomed back Mikey Brannigan after his gold medal win in the Paralympics in Rio. The National Honor Society is hosting a blood drive. Gender sexuality alliance national coming out day is October 11th. A number of clubs are participating in activities to raise awareness and funds for breast cancer research. The marching band attended Cow Harbor Day, performed at Citifield and the Newsday Marching Band Festival will be held on October 20th. The Northport Student Union has an app to contact advisors and other students regarding activities, text 81010 to npt nsu. The Port Press has a twitter account nhs\_port\_press.

Information: 6.02 For Information: Upcoming Meetings

President Rapiejko reviewed the upcoming meetings scheduled for October 19th, November 3rd and November 17th.

**7. COMMUNICATIONS** - Please Note: This is the opportunity for persons who had written letters to the Board to speak to the Board regarding the issues raised in their communications. Speakers are asked to keep their comments brief, and to speak for no longer than 5 minutes.

Discussion: 7.01 Communications to the Board

There were no communications to the Board requiring Board action.

**8. PUBLIC COMMENT/PARTICIPATION** - Please Note: Community members are invited to share their questions, comments, or concerns with the School Board. When speaking, citizens should state their name and address for the record and limit their presentation to 5 minutes. Where possible, the Board will answer factual questions immediately. A written response may be provided when information is not available. If a response would involve discussion of Board Policy or decisions which might be of interest to citizens not present at the meeting, the Board may place the item on a future meeting agenda.

There was no public comment/participation.

## **9. SPECIAL REPORTS**

Presentations: 9.01 Annual Report of the Independent Auditor, prepared by Cullen & Danowski, LLP, for the year ended June 30, 2016 - Mr. Peter Rodriguez presenting

Mr. Rodriguez stated that his firm audited the financial statements of the Northport-East Northport Union Free School District for the year ended June 30, 2016. Management's responsibility is for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted including the design, implementation, and maintenance of internal controls. The Auditor's responsibility is to express an opinion on the financial statements based on the audit conducted in accordance with generally accepted auditing standards and the standards applicable to financial audits

contained in the Government Auditing Standards, issued by the Comptroller General of the United States. Mr. Rodriguez stated that they gather enough evidence to express an opinion. Mr. Rodriguez stated that the District's financial statements for the year ended June 30, 2016 received an unmodified opinion, free of material misstatements. Mr. Rodriguez stated that his firm performed a single audit on federal grants and also expressed an unmodified opinion with no instances of noncompliance with grants, laws and regulations. The District's Extraclassroom Activity Fund received one recommendation in the area of yearend inventory in the school lunch fund.

Mr. Rodriguez stated that the report is due to the New York State Education Department and the Comptroller's Office by October 15th and is submitted electronically. The Corrective Action Plans are due 90 days from the date the report is accepted by the Board of Education.

Trustee McCue, Audit Committee Chairperson, stated that the Audit Committee, at their September 28th meeting, recommended that the Board accept the report.

## **10. SUPERINTENDENT'S REPORT, GENERAL - FOR BOARD ACTION**

Action: 10.01 Personnel Actions Report

Recommendation to approve the Personnel Actions Report, including the Addendum Personnel Actions Report

Trustee Badanes suggested that the Board consider eliminating one assistant principal position at the high school with the resignation of Mr. McKeon. Mr. Badanes stated that enrollment is going down and believed that the existing assistant principals could handle the increased work load.

There was a brief discussion on continuity, the demands of students and teachers, parents and support staff. Mr. Banzer stated that the expectations of the high school administrative team is vastly different from years ago. President Rapiejko stated that this concern should be talked about during budget season.

Motion by Jennifer H Thompson, second by David Badanes

Final Resolution: Motion Passes

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

No: David Badanes

Abstain: Jennifer H Thompson

Action: 10.02 Schedule J - Committee on Special Education

Recommendation to approve Schedule J - Committee on Special Education

Motion by Lori McCue, second by Donna McNaughton

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 10.03 Annual Report of the Independent Auditors

Recommendation to accept the Annual Report of the Independent Auditor, prepared by Cullen & Danowski, LLP, for the year ended June 30, 2016

Motion by Lori McCue, second by Donna McNaughton

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

## **11. SUPERINTENDENT'S REPORT, FINANCIAL - FOR BOARD ACTION**

Action: 11.01 John W. Engeman Theater at Northport

Recommendation to approve two Agreements between the John W. Engeman Theater at Northport and the Northport-East Northport Union Free School District (PR61755483 and PR61755542 - NMS)

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.02 Cathy Frey

Recommendation to approve a Supplementary Education Services Agreement between the Northport-East Northport Union Free School District and Cathy Frey for a Social Studies Presentation, in an amount not to exceed \$500 (NHS)

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.03 Iron Mountain Information Management LLC

Recommendation to approve a Supplementary Education Services Agreement between the Northport-East Northport Union Free School District and Iron Mountain Information Management, LLC for Records Management Services in the amount of \$7,000 (HR)

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.04 Long Island Developmental Consulting Inc

Recommendation to approve a 2016-2017 Agreement between the Northport-East Northport Union Free School District and Long Island Developmental Consulting, Inc. (Spec. Ed.)

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.05 Huntington YMCA

Recommendation to approve an Agreement between the Huntington YMCA, a branch of YMCA of Long Island, and the Northport-East Northport Union Free School District for the use of the Norton Pool for practices

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.06 Donation NMS Great South Bay Trip (Transportation)

Recommendation to approve the following resolution:

"BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$4,646.04 from the Northport Middle School Student Activity Account, for the purpose of transportation for students attending the Western Suffolk BOCES Great South Bay Investigation field trip on September 12, 13 and 14, 2016 and increase the 2016-2017 budget code A5540.4161.23.2902 by \$4,646.04 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2016-2017 budget by \$4,646.04 with the understanding that this increase in revenue is the result of donations from the Northport Middle School Student Activity Account."

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.07 Donation NMS Great South Bay Trip

Recommendation to approve the following resolution:

"BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$7,382 from the Northport Middle School Student Activity Account, for the purpose of students attending the Western Suffolk BOCES Great South Bay Investigation field trip on September 12, 13 and 14, 2016 and increase the 2016-2017 budget code A2060.4900.00.2804 by \$7,382 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2016-2017 budget by \$7,382 with the understanding that this increase in revenue is the result of donations from the Northport Middle School Student Activity Account."

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.08 Change Order

Recommendation to approve the following Change Order:

Change Order #1, SED No. 58-04-04-03-0-010-030, Northport High School, increase in the amount of \$3,125.00

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.09 Appropriated Reserves, Budget Confirmation and Tax Levy

Recommendation to approve the following resolutions regarding Appropriated Reserves, Confirm Budget and Set Tax Levy for 2016-2017:

"RESOLVED, that pursuant to voter approval on May 17, 2016 of Proposition No. 1, the 2016-2017 Budget Appropriations shall be, Proposition 1 - Annual School District Budget \$161,380,883, Total Budget Appropriation \$161,380,883"

"RESOLVED, that pursuant to Section 1318, Subdivision 1, of the Real Property Tax Law, the District shall retain \$6,455,234 of its 2015-2016 total unassigned fund balance, said amount being 4.00%

of the voter approved budget and shall apply to the 2016-2017 tax levy the sum of \$2,577,000, the remainder of the 2015-2016 total unassigned fund balance."

"RESOLVED, that pursuant to Subdivision 12 of Section 1604 of the Education Law, the estimated receipts, including the application of the remaining unassigned fund balance as determined above and the required levy of taxes for school district purposes, be established as follows: Estimated Receipts - \$20,460,527, Tax Levy (includes estimated STAR reimbursement of \$9,500,000) - \$140,920,356"

"RESOLVED, that pursuant to 259 and Subdivision 5(a), Section 1804 of the Education Law, the following additional tax levy also be established: For the School District Library as requested by the Library Trustees - \$9,628,500"

"RESOLVED, that pursuant to Section 8 of the Suffolk County Tax Act and based upon the assessed valuation which has been certified to the District by the Town Assessor, the following computed tax rate per \$100 of assessed valuations be adopted and order certified to the Supervisor of the Town, together with the dollar amounts to be raised by the President of the Board: For Regular School Purposes (Amount to be Levied) \$140,920,356 (Estimated Tax Rate/\$100 AV) \$175.346; For School District Public Library (Amount to be Levied) \$9,628,500 (Estimated Tax Rate/\$100 AV) \$11.981"

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.10 Claims Auditor's Report for Warrants and Schedule of Claims

Recommendation to approve the Claim's Auditors Report for Warrants and Schedule of Claims for payments dated:

August 5, 2016 (Payroll Trust & Agency Warrant), August 12, 2016 (Payroll Trust & Agency Warrant), August 15, 2016 (Accounts Payable Warrant), August 26, 2016 (Payroll Trust & Agency Warrant), August 31, 2016 (Accounts Payable Warrant), August 2016 (Claims Audit Report)

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.11 Treasurer's Report and Monthly Summary of Receipts and Disbursements

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

11.11.1 Treasurer's Report for the period July 1, 2016 - July 31, 2016

11.11.2 Monthly Summary of Receipts and Disbursements for July 2016

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.12 Schedule of Investments

Recommendation to approve the Schedule of Investments as of July 31, 2016

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.13 Collateral Schedule

Recommendation to approve the Collateral Schedule as of July 31, 2016

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.14 Bank Reconciliation

Recommendation to approve the Bank Reconciliation Report for the Month Ended July 31, 2016

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.15 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 July 31, 2016

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.16 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 July 31, 2016

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.17 Monthly Revenue and Budget Status Report - General Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - General Fund for the Month Ending July 31, 2016

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.18 Monthly Revenue and Budget Status Report - Capital Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - Capital Fund for the Month Ending July 31, 2016

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.19 Quarterly Student Activity Account Reports

Recommendation to approve the Quarterly Student Activity Account Reports:

11.19.1 Northport High School

11.19.2 East Northport Middle School

11.19.3 Northport Middle School

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.20 Transfer of General Funds

Recommendation to approve Transfer of General Fund Appropriations in the 2016-2017 fiscal year

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.21 Transfer of Special Aid Fund

Recommendation to approve Transfer of Special Aid Fund Appropriations in the 2016-2017 fiscal year

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.22 Transfer of Capital Funds

Recommendation to approve Transfer of Capital Fund Appropriations in the 2016-2017 fiscal year

Motion by Donna McNaughton, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

## **12. SUPERINTENDENT'S REPORT - FOR INFORMATION ONLY**

Information: 12.01 Schedule H - Use of Facilities

Information: 12.02 Budget Transfers for the period August 31, 2016 - September 29, 2016 - 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

## **13. UNFINISHED BUSINESS**

## **14. NEW BUSINESS**

Discussion: 14.01 Discussion of suggested revisions to the Policy #4710 Middle School and High School Reporting Policy - Recommended revisions (Trustee McNaughton)



Trustee McNaughton asked for a revision to the current policy on Middle School and High School Reporting to add that dual enrollment classes bearing more than three credits in an academic year would earn an additional ten percent of the final grade earned in the course added to a student's cumulative GPA. An additional revision was to section VIII where the creditable list, honor roll, and principal's high honors list was for middle school students only.

There was a brief discussion and the Board agreed to add the policy to the October 19th agenda for a first read.

Discussion: 14.02 Board consideration of Field Trip Policy for discussion on future agenda (Vice President Stein)

Vice President Stein asked the Board to consider placing the field trip policy on a future agenda for discussion. The discussion would include the procedures for approving field trips and what information the Board is receiving.

There was a consensus of the Board to add the discussion of the field trip policy on a future Board agenda.

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

Action: 15.01 Adjournment

Recommendation to adjourn the meeting and convene into an Executive Session to discuss matters pertaining to the appointment of a particular corporation

Motion by Lori McCue, second by Donna McNaughton

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

At 8:57 p.m. the Board convened into Executive Session.

At 9:45 p.m. the Chair declared the meeting adjourned.

Respectfully submitted,

Beth M. Nystrom  
District Clerk