

Special Meeting

A Special Meeting of the Board of Education of the Northport-East Northport Union Free School District was held on Thursday evening, March 17, 2016, beginning at 6:01 p.m., in the Board Conference Room at the William J. Brosnan School, 158 Laurel Avenue, Northport, New York, with Mr. Andrew Rapiejko, Chairperson, opening the meeting and presiding.

Members present: Mr. David Badanes, Ms. Julia Binger, Mrs. Lori McCue, Mrs. Donna McNaughton, Mrs. Regina Pisacani, Mr. Andrew Rapiejko, Mr. David Stein, Mrs. Jennifer Thompson, Mrs. Tammie Topel (arrived at 8:14 p.m.)

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 Instruction and Administration

1. President Rapiejko called the meeting to order.

Public attendance: There were approximately forty persons present.

Motion was made by Trustee Badanes, seconded by Trustee McCue, to immediately convene into Executive Session to discuss matters pertaining to contract negotiations and matters pertaining to the employment history of particular persons.

Unanimously carried by those present.

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

2. Mr. Rapiejko led those present in the Pledge of Allegiance
3. Mr. Rapiejko pointed out the emergency exits.
4. APPROVAL OF MINUTES

There were no minutes for approval.

5. DISCUSSION OF SUPERINTENDENT'S PROPOSED 2016-2017 BUDGET

Mr. Robert Banzer, Superintendent of Schools, presented the 2016-2017 Budget Overview. Mr. Banzer reviewed the budget priorities; proposed expenditures; anticipated revenue; cost drivers; enrollment, Grades K-6 staffing, K-5 projected staffing and class size at each elementary school; Art, Music and Physical Education staffing projections; English, Math, Science, ENL, Social Studies and World Languages staffing projections; Health, Family and Consumer Science, Technology and Business staffing projections; Speech, Counselors, Social Workers, Student Support, Special Education and Teaching Assistants staffing projections, Administrative staffing, Support Staff; ad Projected Benefits.

Mr. Banzer stated that he is proposing a restructuring of the administrative staff. The proposal does not change the total number of administrative positions, it results in an increase of one cabinet member and a decrease of one position, specifically the Chair of Guidance. The preliminary recommendation is to abolish the position of Assistant Superintendent for Instruction and Administration and create the positions of Assistant Superintendent for Student Services, Learning & Assessment and Assistant Superintendent for Teaching & Learning; and abolish the position of Chair of Guidance and expand the job description of

Director of Student Support Services from K-5 Counseling to K-12 Counseling. Mr. Banzer recommended that the current position of Assistant Superintendent for Instruction and Administration assume the position of Assistant Superintendent for Student Services, Technology & Assessment, and that the current Chair of Guidance assume the position of High School Assistant Principal. The Assistant Superintendent for Student Services, Technology & Assessment will lead and support the work of the Departments of Special Education, Student Support Services, Technology, Physical Education & Athletics, and Fine and Performing Arts. The new cabinet position will be the Assistant Superintendent for Teaching and Learning who will lead and collaborate with the Instructional Chairs and Principals to carry out ongoing and new initiatives in the areas of teaching, learning and curriculum.

5.01 Discussion of Personnel Services Costs (salaries, benefits) in the following Budget Function Codes:

<u>Function Code</u>	<u>Description</u>
1040	District Clerk
1240	Chief School Administrator
1310	Accounting
1311	Business Administration
1320	Auditing
1325	Treasurer
1345	Purchasing
1430	Human Resources
1480	Public Information and Services

In response to a question, Mr. Banzer stated that there are two employees in Community Services.

1620	Operation of Plant
1621	Maintenance of Plant

In response to a question regarding the reduction of one custodial position, Ms. McLaughlin stated that administration is looking at current staffing in all positions.

1660	Central Warehouse
1670	Central Printing and Mailing
2010	Curriculum Development and Supervision
2020	Supervision - Regular School
2040	Supervision - Special School
2070	In-Service Training - Instruction
2110	Teaching - Regular School

In response to a question, Ms. Molander stated that there is \$250,000 for any type of contingency expense such as salary or tuition for a special education student.

2250	Programs for Students with Disabilities
2310	Continuing Education School
2320	Summer School
2610	School Library and Audio Visual
2630	Computer Assisted Instruction
2805	Attendance
2810	Guidance
2815	Health Services

In response to a question, Ms. Molander stated that there are funds designated for substitute nurses.

2820	Psychological Services
2822	Education Related Support Services
2825	Social Work Services
2850	Co-Curricular Activities
2855	Interscholastic Athletics
5510	District Operated Transportation
7140	Community Recreation
8060	Community - Civic Activities
9010	ERS
9020	TRS
9030	Social Security
9040	Workers' Compensation
9045	Life Insurance
9050	Unemployment Insurance
9055	Disability Insurance
9060	Health Insurance
9087	Extended Sick Leave
9088	Accrued Leave Payout
9089	Other Employee Benefits

Mr. Carl Litt stated that he was concerned about the staffing in buildings and grounds. Mr. Litt stated that the community is complaining about how the buildings look and asked why the District isn't replacing the painters. Mr. Litt stated that there is over 200 acres and that the District should have about 6-10 groundskeepers. Mr. Litt asked if analysis was performed on the garbage collection.

Ms. McLaughlin stated that the District did fill the painter position with a temporary painter and the proposed 2016-2017 budget includes an additional painter. Ms. McLaughlin stated that administration is doing an analysis in all areas of building maintenance.

Motion was made by Trustee McCue, seconded by Trustee Thompson, to approve all items under 6., including Supplemental 6.01

6. SUPERINTENDENT'S REPORT, GENERAL – FOR BOARD ACTION

6.01 Approving the Personnel Actions Report dated March 17, 2016, including Supplemental 6.01, attached and made part of the official minutes.

6.02 WITHDRAWN

Unanimously carried.

Motion was made by Trustee McCue, seconded by Trustee McNaughton, to approve all items under 7.

7. SUPERINTENDENT'S REPORT, FINANCIAL – FOR BOARD ACTION

7.01 Receiving the following donations to the District:

- 7.01.1 \$500.00 from Mark Tracy to the Judith P. Tracy Scholarship
- 7.01.2 \$2,500.00 from the Lillian Brueggemann Scholarship Foundation to the Lillian S. Brueggemann Memorial Scholarship
- 7.01.3 \$250.00 from Jill and Eric Welch to the Geraldine Wolf Welch Memorial Scholarship

7.01.4 Twenty-six (26) suitcases from Peter McLean to the Northport-East Northport Union Free School District, Students for 60,000

7.02 Approving the following resolution:

AUTHORIZING PIGGYBACKING ON THE WAPPINGERS CSD CONTRACT
FOR DISTRICT ART SUPPLIES

"WHEREAS, the WAPPINGERS CSD has made available to other municipalities a contract for district art supplies; and

WHEREAS, said contract for district art supplies was let for bid consistent with the requirements of General Municipal Law, section 103; and

WHEREAS, the Northport-East Northport U.F.S.D. is permitted to utilize said contract in accordance with the terms and conditions of the bid and requirements of General Municipal Law, section 103;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby authorizes the purchase of district art supplies from Wappingers CSD contract in accordance with the requirements of General Municipal Law, section 103."

7.03 Approving the following resolution:

AUTHORIZING PIGGYBACKING ON THE SOUTHAMPTON UFSD CONTRACT
FOR SCHOOL SUPPLIES & MATERIALS

"WHEREAS, the SOUTHAMPTON UFSD has made available to other municipalities a contract for school supplies and materials; and

WHEREAS, said contract for school supplies and materials was let for bid consistent with the requirements of General Municipal Law, section 103; and

WHEREAS, the Northport-East Northport U.F.S.D. is permitted to utilize said contract in accordance with the terms and conditions of the bid and requirements of General Municipal Law, section 103;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby authorizes the purchase of school supplies and materials from Southampton UFSD contract in accordance with the requirements of General Municipal Law, section 103."

7.04 Approving the following resolution:

"RESOLVED, that the Board of Education accept the donation of \$29.01 toward the purchase of classroom supplies for Pulaski Road Elementary School and increase the 2015-2016 budget code A2110.5030.16.0200 by \$29.01 for this purpose.

RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2015-2016 budget by \$29.01 with the understanding that this increase in revenue is the result of the Pulaski Road Elementary School participation in My Coke Rewards Program."

7.05 Approving the following resolution:

"RESOLVED, that the Board of Education accept the donation of \$855.65 toward the purchase of classroom supplies for Pulaski Road Elementary School and increase the 2015-2016 budget code A2110.5030.16.0200 by \$855.65 for this purpose.

RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2015-2016 budget by \$855.65 with the understanding that this increase in revenue is the result of the Pulaski Road Elementary School participation in Target Take Charge of Education Program."

7.06 Approving the following resolution:

"RESOLVED, that the Board of Education accept the donation of \$262.13 toward the purchase of classroom supplies for East Northport Middle School and increase the 2015-2016 budget code A2110.5030.21.2802 by \$262.13 for this purpose.

RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2015-2016 budget by \$262.13 with the understanding that this increase in revenue is the result of the East Northport Middle School participation in Target Take Charge of Education Program."

7.07 Approving the following resolution:

"BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$525 from Northport-East Northport residents whose names are more fully set forth in the attached document, for the purposes of covering the cost of transportation for the Northport High School Urban Studies class field trip on March 10, 2016 and increase the 2015-2016 budget code A2110.4161.30.2903 by \$525 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2015-2016 budget by \$525 with the understanding that this increase in revenue is the result of donations from Northport-East Northport residents."

7.08 Approving the following resolution:

"BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$58.50 from Northport-East Northport residents whose names are more fully set forth in the attached document, for the purpose of students attending a field trip to the Long Island Aquarium as an alternative to the trip to Greenkill Outdoor Education Center February 24, 2016 to February 26, 2016 and increase the 2015-2016 budget code A2110.4161.23.2902 by \$58.50 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2016-2016 budget by \$58.50 with the understanding that this increase in revenue is the result of donations from the Northport-East Northport residents."

7.09 Approving the following resolution:

"BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$330 from Northport-East Northport residents whose names are more fully set forth in the attached document, for the purposes of covering the cost of transportation for the Northport High School Urban Studies class field trip on February 23, 2016 and increase the 2015-2016 budget code A2110.4161.30.2903 by \$330 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2015-2016 budget by \$330 with the understanding that this increase in revenue is the result of donations from Northport-East Northport residents."

7.10 Approving a Supplementary Education Services Agreement between the Northport-East Northport Union Free School District and Carrie Parker for IB Dance Choreography (2014) in the amount of \$300 (PE)

7.11 Approving a Supplementary Education Services Agreement between the Northport-East Northport Union Free School District and Carrie Parker for IB Dance Choreography (2015) in the amount of \$300 (PE)

7.12 Approving a Rider to Agreement between the Board of Education of the Northport-East Northport Union Free School District and North Fork Express (NHS)

7.13 Approving a Rider to Agreement between the Board of Education of the Northport-East Northport Union Free School District and the John W. Engeman Theater (BAS)

7.14 Authorizing the Board President to sign contracts with the following school districts to provide health services for Northport-East Northport students attending school in that district during the 2015-2016 school year:

7.14.1 South Huntington Union Free School District, eighty (80) student attending St. Anthony's High School @ \$790.86, totaling \$63,268.80; one (1) student attending St. Anthony's High School for eighteen (18) weeks @ \$19.77, totaling \$355.86; one (1) student attending St. Anthony's High School for fourteen (14) weeks @ \$19.77, totaling \$276.78; one (1) student attending St. Anthony's High School for seventeen (17) weeks @ \$19.77, totaling \$336.09; three (3) students attending St. Anthony's High School for twenty-three (23) weeks @ \$19.77, totaling \$1,364.13; one (1) student attending St. Anthony's High School for eleven (11) weeks @ \$19.77, totaling \$217.47; ten (10) students attending Long Island School for the Gifted @ \$790.86, totaling \$7,908.60; total amount \$73,727.73

7.14.2 Hauppauge Union Free School District, two (2) students attending Ivy League School @ \$946.59, totaling \$1,893.18

7.14.3 Smithtown Central School District, two (2) students attending Harbor Country Day School, one (1) student attending Sts. Philip & James School, eleven (11) students attending Smithtown Christian School @ \$842.62, totaling \$11,796.68

7.15 Approving an Agreement between the Northport-East Northport Union Free School District and Astor Services for Children and Families (Spec. Ed.)

7.16 Approving transfer of general fund appropriations in the 2015-2016 budget

7.17 Approving the Treasurer's Report and Monthly Summary of Receipts and Disbursements:

2016 7.17.1 Treasurer's Report for the period January 1, 2016 through January 31,

7.17.2 Monthly Summary of Receipts and Disbursements for January 2016

7.18 Approving the Schedule of Investments as of January 31, 2016

7.19 Approving the Collateral Schedule for January 2016

7.20 Approving the Bank Reconciliation Report for the month ended January 31, 2016

7.21 Approving the General Fund Projected Cash Flow Statement for the year ending 2015-2016, Actual Data July 1, 2015 – January 31, 2016, Estimated Data February 1, 2016 – June 30, 2016

7.22 Approving the Monthly Revenue and Budget Status Report, School Lunch Fund for the month ending January 31, 2016

7.23 Approving the Monthly Revenue and Budget Status Report, Special Aid Fund for the month ending January 31, 2016

7.24 Approving the Monthly Revenue and Budget Status Report, General Fund for the month ending January 31, 2016

7.25 Approving the Monthly Revenue and Budget Status Report, Capital Fund for the month ending January 31, 2016

7.26 Approving the School Lunch Profit and Loss Statement for the month ending January 31, 2016

7.27 Approving the Quarterly Trial Balance Report for all District Funds for the quarter October 1, 2015 – December 31, 2015

7.28 Approving the Quarterly Student Activity Account Reports for the period October 2015 – December 2015:

7.28.1 Northport High School

7.28.2 East Northport Middle School

7.28.3 Northport Middle School

Vote on Trustee McCue's motion to approve all items under 7. was unanimously carried.

8. SUPERINTENDENT'S REPORT – FOR INFORMATION ONLY

8.01 Budget Transfers – 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.

9. ADJOURNMENT

9.01 Upcoming Meetings

SPECIAL MEETING TO DISCUSS PROPOSED BUDGET
PRELIMINARY PUBLIC HEARING

Thursday, March 31, 2016

7:00 p.m.

William J. Brosnan School Cafeteria

Budget Discussion - Revenue, Fund Balance, Reserves

Preliminary Hearing to Receive Additional Public Input on Budget

SPECIAL MEETING TO FINALIZE BUDGET

Thursday, April 14, 2016

7:00 p.m.

William J. Brosnan School Cafeteria

SPECIAL MEETING TO VOTE ON BOCES ADMINISTRATIVE BUDGET & TRUSTEES

Tuesday, April 19, 2016

7:00 p.m.

William J. Brosnan School Cafeteria

With no further business to discuss, motion was made by Trustee Thompson, seconded by Trustee McNaughton, to adjourn the meeting.

Unanimously carried.

At 8:27 p.m., the Chair declared the meeting adjourned.

Beth M. Nystrom
District Clerk

Bmn