

Regular Meeting

A Regular Meeting of the Board of Education of the Northport-East Northport Union Free School District was held on Monday evening, October 25, 2010, 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: Ms. Julia Binger, Mr. Joe Gannon, Mr. Tim Madden, Mrs. Lori McCue, Mrs. Donna McNaughton, Mr. Andrew Rapiejko, Mrs. Jennifer Thompson, Mr. Stephen V. Waldenburg, Jr., Mrs. Karen Wills

Members absent: None

Also present: Dr. Marylou McDermott, Superintendent of Schools  
Dr. Terry Bouton, Assistant Superintendent for Human Resources  
Ms. Kathleen Molander, Assistant Superintendent for Business  
Mr. Matthew Nelson, Assistant Superintendent for Instruction and Administration

1. President Waldenburg called the meeting to order.

Motion was made by Trustee Gannon, seconded by Trustee McNaughton, to convene in Executive Session to discuss matters pertaining to the employment history of a particular person.

Unanimously carried.

At 7:35 p.m., the Board reconvened in public session in the cafeteria at the William J. Brosnan School.

Public attendance: There were approximately 35 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 Thompson, to reorder the agenda to move Agenda Item 12. (New Business) after Agenda Item 5. (Special Reports) and before Agenda Item 6. (Communications).

Unanimously carried

4. APPROVAL OF MINUTES, TREASURER'S REPORT AND MONTHLY SUMMARY OF RECEIPTS AND DISBURSEMENTS

Motion was made by Trustee McCue, seconded by Trustee Gannon, to approve all items under 4.01.

- 4.01 Minutes
  - 4.01.1 Regular Meeting, October 4, 2010

Trustee Rapiejko requested a correction to page 2, second paragraph under item 5., replacing October 31<sup>st</sup> with October 1<sup>st</sup> Trustee Thompson requested a correction to the adjournment time on page 5 to 11:50 p.m.

Vote on Trustee McCue's motion to approve all items under 4.01 with noted corrections to the Minutes of October 4, 2010 was unanimously carried.

4.02 For Information: Claims Auditor's Report for Warrant and Schedule of Claims for payments dated:

July 2010 & August 2010 (Wire Transfer Report), July 16, 2010 (Accounts Payable Warrant), July 9, 2010 (Payroll Trust & Agency Warrant), July 30, 2010 (Accounts Payable Warrant), July 16, 2010 (Payroll Trust & Agency Warrant), July 30, 2010 (Payroll Trust & Agency Warrant), July 2010 (Claims Audit Report), August 13, 2010 (Accounts Payable Warrant), August 13, 2010 (Payroll Trust & Agency Warrant), August 31, 2010 (Accounts Payable Warrant), August 27, 2010 (Payroll Trust & Agency Warrant), August (Claims Audit Report)

## 5. SPECIAL REPORTS/ANNOUNCEMENTS FROM THE SUPERINTENDENT

Dr. Marylou McDermott, Superintendent of Schools, stated that Governor Paterson has declared the week of October 25<sup>th</sup> through October 29<sup>th</sup> as School Board Recognition Week. Dr. McDermott thanked the Board Members for their dedication and presented them with commendations from Western Suffolk BOCES and the District and PTA Council.

Dr. McDermott stated that the Northport High School Tiger Marching Band participated in the 48<sup>th</sup> Annual Newsday Marching Band Festival at Hofstra University on Thursday, October 21<sup>st</sup> and put on a spectacular show.

Ms. Kathleen Molander, Assistant Superintendent for Business, presented a report on setting the 2010-2011 tax levy. Ms. Molander stated the tax levy in May was \$609,386 higher than the actual levy being set this evening, a difference of approximately .42% of the entire budget approved on May 18, 2010. Ms. Molander explained how the tax levy is derived by taking the total budget and deducting the sources of revenue (reserves, fund balance, State Aid, ARRA-ESF and other revenue). Ms. Molander noted the increase of approximately \$100,000 in State Aid for 2010-2011, and that the District will no longer be receiving the ARRA program funds in 2011-2012. Ms. Molander also noted the increase in the fund balance from \$3 million to \$3.5 million. Ms. Molander stated that the major factors contributing to the May fund balance estimate were total revenue and expenditures are not calculated until after June 30<sup>th</sup>, unanticipated leave replacements at lower compensation, and restricted extra pay, including overtime. Ms. Molander reviewed the Tax Rate per \$100 of AV, Dollar Change in Tax Rate, and % Change in Tax Rate from May to October; \$160.30 to \$159.27, \$3.42 to \$2.39 and 2.18% to 1.53%, respectively. Ms. Molander stated that the tax rate is set by the Town of Huntington and stated that to calculate taxes you must know the assessed valuation of the property.

There was a discussion regarding assessed valuation, changes in the tax rate, fund balance, tax anticipation notes, the District's bond rating, ARRA funding and reserves.

### 5.01 Accomplishments of Staff and Students

5.01.1 Ms. Patricia Schmitt, District Chairperson of English K-12, introduced Corinne Zmoos, English Language Arts Department Student of the Month. Ms. Schmitt stated that Corinne's performance in the field of English, academic aspirations, and interests in the craft of writing reflect her commitment to the art of language and texts. Presently, Corinne studies IB English, IB/AP French, AP Calculus, US Government, Physics Honors, and AP US Politics. Ms. Schmitt noted that Corinne impressed her high school English teachers with her exceptional analytic writing skills and the credit her with enhancing classroom discussions. Corinne participates in a myriad of extracurricular activities including Powdered Wigs, SHARE, Tights and the high school choir. Corinne intends on pursuing a degree in psychology.

The President of the Board and the Superintendent congratulated Corinne on her fine accomplishments and presented her with a commendation from the Board.

5.01.2 Ms. Patricia Schmitt, District Chairperson of English K-12, introduced students Eliza Brine and Meghan Flynn, recipients of the NCTE Achievement Awards in Writing, and teachers Linda Bennett and Nicholas Raio, recipients of the New York State English Council Teachers of Excellence Award

5.01.3 Dr. Marylou McDermott, presented the Board Trustees with commendations for School Board Recognition Week earlier in the meeting.

## 5.02 Review of English Language Arts Instructional Initiatives

5.02.1 Ms. Patricia Schmitt, District Chairperson of English K-12, presented the 2010-2011 Instructional Initiatives in English Language Arts. Ms. Schmitt reviewed the 2009-2010 English initiatives, technology integration and development of common assessments. The initiatives for 2010-2011 are to design and develop a comprehensive scope and sequence curriculum for grammar and composition K-8 embedded in the context of a reading and writing workshop literacy model; to provide teachers with the necessary professional development to develop and expand a virtual extension of classroom instruction and effectively differentiate instruction; to collaborate with the library media staff and lead librarian to integrate Library Media Standards into the English Language Arts Curricula; and to continue to develop common assessments aligned with New York State Standards and the format of the New York State Comprehensive English Regents to facilitate formative measurement of student growth. Ms. Schmitt reviewed differentiation in action. Ms. Schmitt presented the Library Media Initiatives of enhancing the scaffolding of our Internet safety for grades K-12; further developing critical evaluation skills for all types of media as part of the research process; and developing a shared, interactive experience for elementary, middle and high school students using the *Moodle* server. Ms. Schmitt reviewed the 2009-2010 assessment data.

After a brief discussion, the Board President and Superintendent thanked Ms. Schmitt for her informative report.

## 5.03 For Information: Report on 2010 Summer Programs

5.03.1 Elementary Summer School Report – Ms. Lori Beekman presented the 2010 Elementary Summer School Report stating that the purpose is to provide students identified in need of academic intervention in English Language Arts and Mathematics with instruction support. Students are identified for remediation through standardized tests and students currently participating in Academic Intervention Service (AIS) programs in English Language Arts and Mathematics. Ms. Beekman stated that the program is in compliance with New York State Learning Standards in ELA and Mathematics. Ms. Beekman noted that 403 students participated in the 2010 program with a student/teacher ratio of 8 to 1. Computer instruction as given in grades K-5 and average daily attendance was 85%. There was a full time nurse along with teacher aides and building greeters. Student evaluation is performed through parent conferences, student progress reports and pre and post summer school student goals and objectives report.

There was a brief discussion regarding summer school attendance and the increase in AIS population. President Waldenburg and Dr. McDermott thanked Ms. Beekman for her report.

5.03.2 Academic Summer School Report – Ms. Jo Imwalle and Ms. Allyson Giaimo presented the 2010 BOCES Regional Academic Summer School Report. The Western Suffolk BOCES Regional Academic Summer School is registered and approved by the New York State Education Department. Registration is open to resident and non-resident students. Middle school courses offered included Academic Intervention Services (AIS) in grades 6, 7 and 8, and English, Social Studies, Science and Math in grades 7 and 8. High school courses offered included English, Algebra 2/Trigonometry, Integrated Algebra, Geometry, Global Studies I and II, US History and Government, Participation in Government and Economics, Living Environment, Chemistry, Earth Science and Physical Education.

Academic summer school students have the opportunity to earn a passing grade for a previously failed course, pass or improve a grade on a Regents and/or Regents Competency Test (RCT), increase knowledge and understanding of course content, develop good study habits and learning skills, or complete graduations requirements.

There was a brief discussion regarding attendance, costs of providing the summer school program, and exploring the possibility of rotating the location of the academic summer school at other Western Suffolk BOCES districts. The President of the Board and Superintendent thanked Ms. Imwalle and Ms. Giaimo for their report.

5.03.3 Summer Camp Report – Ms. Jo Imwalle presented the 2010 Recreational Summer Camp Report. Ms. Imwalle stated that the camp was held at Northport Middle School from July 6<sup>th</sup> through August 6<sup>th</sup> for a total of 24 days. Enrollment over the course of the summer included 714 full day campers, 264 a.m. half day campers and 481 p.m. half day campers. Ms. Imwalle noted that 133 students in grades 9-11 participated in the Counselor-In-Training Camp program, preparing them to become counselors. The Pre-School Camp, located at the William J. Brosnan School, had an enrollment of 77 three and four year olds. Ms. Imwalle noted that campers enjoyed enriched and structures programs, including field days, cooking, art, trips and special events such as a science program, disc jockey and a variety show.

After a brief discussion, Mr. Waldenburg and Dr. McDermott thanked Ms. Imwalle for her presentation.

5.03.4 Summer Music Program – Mr. Izzet Mergen’s slide show and video presentation highlighted the 2010 Summer Music Program. The Summer Music Program is comprised of Exploratory Instrumental Program, Elementary/Middle School Band, Elementary/Middle School Chorus, Elementary/Middle School Orchestra, Continuing Instrumental Lessons, Marching Band Pre-Clinic Rehearsals, Flagline Pre-Clinic Rehearsals, Tigerettes Pre-Clinic Rehearsals, Tiger Marching Band Clinic at SUNY Farmingdale, High School Choral Pre-Clinic Rehearsals and High School Choral Clinic. Mr. Mergen noted the increasing enrollment in all of the summer music programs.

After a brief discussion, the Board President and Superintendent thanked Mr. Mergen for his report.

5.04 The President of the Board reviewed the upcoming Board of Education meetings of November 1<sup>st</sup>, November 15<sup>th</sup>, and November 29<sup>th</sup>.

Motion was made by Trustee McCue, seconded by Trustee Binger, to approve resolutions numbered 5.05, 5.06, 5.07, and 5.08.1 through 5.08.5

5.05 Approving the following resolution:

“BE IT RESOLVED, that in accordance with the provisions of Section 6-j of the General Municipal Law, the Board of Education approves the funding of the Workers’ Compensation Reserve Fund by a transfer of undesignated fund balance (and/or budgetary appropriation) from the 2009-2010 fiscal year in an amount not to exceed \$700,000”

5.06 Approving the following resolution:

“BE IT RESOLVED, that in accordance with the provisions of section 6-m of the General Municipal Law, the Board of Education approves the funding of the Unemployment Insurance Reserve Fund by a transfer of undesignated fund balance (and/or budgetary appropriation) from the 2009-2010 fiscal year in an amount not to exceed \$600,000”

5.07 Approving the following resolution:

“WHEREAS, the Board of Education, at its meeting on June 21, 2010 approved a resolution to fund the Retirement Contribution Reserve Fund in an amount not to exceed \$1,900,000.00

WHEREAS, the Board of Education approves the amend this resolution

BE IT RESOLVED, that in accordance with the provisions of Section 6-r of the General Municipal Law, the Board of Education approves the funding of the Retirement Contribution Reserve Fund by a transfer of undesignated fund balance (and/or budgetary appropriation) from the 2009-2010 fiscal year in an amount not to exceed \$4,700,000”

5.08 Approving Appropriated Reserves, Budget Confirmation and Set Tax Levy for 2010-2011, Resolutions 5.08.1 through 5.08.5:

5.08.1 RESOLVED that, pursuant to voter approval on May 18, 2010 of Proposition No. 1, the 2010-2011 Budget Appropriations shall be,

Proposition 1	Annual School District Budget	\$147,487,339
	Total Budget Appropriation	\$147,487,339

5.08.2 RESOLVED that, pursuant to Section 1318, Subdivision 1, of the Real Property Tax Law, the District shall retain \$5,899,206 of its 2009-2010 total unreserved fund balance, said amount being 4.0% of the voter approved budget and shall apply to the 2010-2011 tax levy the sum of \$3,500,000 the remainder of the 2009-2010 total unreserved fund balance

5.08.3 RESOLVED that, pursuant to Subdivision 12 of Section 1604 of the Education Law, the estimated receipts, including the application of the remaining unreserved fund balance as determined above in 5.08.2 and the required levy of taxes for school district purposes, be established as follows:

Estimated Receipts	\$ 18,220,558
Tax Levy (includes estimated STAR Reimbursement of \$8,750,862)	\$129,226,781

5.08.4 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	\$ 8,744,000
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5.08.5 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:

	<u>Amount to be Levied</u>	<u>Estimated Tax Rate/\$100 AV</u>
For Regular School Purposes	\$129,266,781	\$159.27
For School District Public Library	\$ 8,744,000	\$ 10.77

There was a discussion regarding the resolution to increase funding of the Retirement Contribution Reserve Fund. Ms. Kathleen Molander stated that the District is facing an increase in the employer contribution rate which it is mandated to pay. Ms. Molander noted that having the reserve will enable the District to keep tax rates stable.

A resident commented that the District under spent the 2009-2010 budget by approximately \$9.3 million and that is why the reserves are possible.

Dr. McDermott stated that the District needs long term fiscal planning and if the District overspent the budget it would be breaking the law.

Vote on Trustee McCue's motion to approve resolutions numbered 5.05, 5.06, 5.07, and 5.08.1 through 5.08.5 was unanimously carried.

12. NEW BUSINESS

Motion was made by Trustee Gannon, seconded by Trustee Thompson, to approve the following motion:

12.01.1           “WHEREAS, the Northport-East Northport School District has a long history of openness and transparency,

WHEREAS, the Board of Education seeks to strongly confirm and reaffirm its commitment to openness and transparency,

WHEREAS, the Board of Education intends to ensure that its longstanding commitment to openness and transparency be applied to its proceedings and the proceedings of the Board's Audit Committee,

NOW, THEREFORE, BE IT RESOLVED that all motions by Members of the Board or Members of the Board's Audit Committee to enter into executive session must (i) state the general nature of the matter justifying entry into executive session and (ii) explain why the matter cannot or should not be discussed in public session, and

BE IT FURTHER RESOLVED, that the minutes of such Board and Audit Committee meetings shall include such information when reporting on such motions”

Unanimously carried.

Motion was made by Trustee Gannon, seconded by Trustee Thompson, to approve the following motion:

12.01.2           “WHEREAS, the Northport-East Northport School District has a long history of openness and transparency,

WHEREAS, the Board of Education seeks to strongly confirm and reaffirm its commitment to openness and transparency,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education, as per its sworn duty, confirms its obligation and desire to act affirmatively to ensure that all legal requirements of the Public Officers' Law, the Open Meetings Law, and any other applicable law relating to openness and transparency are strictly adhered to in the conduct of business before this Board and its committees”

At 11:05 p.m., motion was made by Trustee McCue, seconded by Trustee Binger, to extending the meeting.

Unanimously carried.

There was a long discussion regarding the necessity of Trustee Gannon's remaining resolutions, the Open Meetings Law, convening into executive sessions.

Motion was made by Trustee Wills, seconded by Trustee Rapiejko to table item 12.02.

Unanimously carried.

Trustee Gannon withdrew resolutions 12.01.3 and 12.01.4 listed on the agenda.

## 6. COMMUNICATIONS

6.01 Email from Mr. Albert Prisco to Members of the Board, received September 20, 2010, re: Political Action Committee

Mr. Prisco addressed the Board and stated that the taxpayers would like to know what is happening with the UTN negotiations. Mr. Prisco asked why the teachers are given fifteen sick days when the average number given in private industry is six.

President Waldenburg stated that Board considers all comments from the residents and works through the administration to negotiate with the union. Mr. Waldenburg stated that the Board is working on behalf of the taxpayers. Mr. Waldenburg noted that ultimately both parties have to agree on the contract.

6.02 Email from Ms. Jessica Sweeney to Dr. McDermott and Members of the Board, received September 30, 2010, re: Full Day Kindergarten

Ms. Sweeney addressed the Board and stated that a full day kindergarten program is vital to a child's education and the Board should consider implementing a full day kindergarten program. Ms. Sweeney stated that the lease at the William J. Brosnan School will be expiring soon and the District should reclaim the space and use reserves to implement a full day kindergarten program.

President Waldenburg stated that the District has had various studies done on the District's options to implement a full day kindergarten. Mr. Waldenburg noted that trying to find the space to house the additional classrooms required to implement the full day kindergarten program has been a challenge and is quite discouraging.

Trustee Madden stated that he previously prepared a resolution for the Board to consider putting together a committee to look at a long term solution for implementing a full day kindergarten program and suggested that the Board revisit that resolution again.

Vice President Wills thanked Ms. Sweeney for staying so late to address her letter. Mrs. Wills requested information on enrollment and asked to see the space that is rented to Island Kids before the Board revisits Trustee Madden's proposal.

## 7. PUBLIC PARTICIPATION

<u>Name</u>	<u>Comment</u>
Dr. Nina Dorata Resident	Stated that Dr. McDermott gave a presentation on September 13 <sup>th</sup> regarding the budget process revisions. Dr. Dorata stated that the district is under spending an inflated budget. Dr. Dorata suggested that the District consider using actual data to create a budget as opposed to tweaking a rollover budget, and using additional resources to perform the budget process through a budget finance committee.

Dr. McDermott stated we are dealing with very large numbers and 6% is not a tremendous amount of money when talking about a \$147 million budget. Dr. McDermott stated that she has to budget to protect the long term financial health of the district and the property values of the district. Dr. McDermott noted

that if the District overspends the budget it is breaking the law. Dr. McDermott stated public schools are not comparable to the private sector.

Dr. McDermott stated that she will be presenting changes to the 2011-2012 budget process on November 1<sup>st</sup> which will be a streamlined process aligned with New York State.

Motion was made by Trustee Gannon, seconded by Trustee Madden, to approve all items under 8. and 9., including Supplemental 8.01.1 (Schedule A #16-18).

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

8.01 Personnel Schedules, each dated October 25, 2010, and each attached and made part of the official minutes:

- 8.01.1 Schedule A - Certified Staff (including Supplemental A #16-18)
- 8.01.2 Schedule B - Non-Instructional Staff
- 8.01.3 Schedule C - Salary Transfers
- 8.01.4 Schedule D - Extra Pay
- 8.01.5 Schedule J - Committee on Special Education

8.02 Receive for a first reading the following policy:

8.02.1 Policy #9225 – *“Acceptable Use Policy for Employees, Consultants, Volunteers and Other District Authorized Personnel Use of District Computers, Networks, Internet Access, and E-Mail System”* - tabled

After a brief discussion, item 8.02.1 was tabled until the November 1, 2010.

8.03 Receiving for a first reading revisions to the following policies:

- 8.03.1 Policy #2300 – *“Board of Education Meetings – Types, Agenda, Procedures and Minutes”*
- 8.03.2 Policy #6690 – *“Audit Committee”*

8.04 Approving a Network Outreach Agreement between the Northport-East Northport Union Free School District and MSG Varsity Network LLC - tabled

Vice President Wills requested that item 8.04 be tabled until the November 1, 2010 Board Meeting for Board Counsel review of the Right to Match clause in the contract.

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

9.01 Taking specified action on the following BIDS:

9.01.1 Award – Construction of Wide Area Network Voice and Data Telecommunications Service

9.02 Approving transfer of general fund appropriations in the 2010-2011 budget:

9.03 Approving a 2010-2011 SEDCAR 1 Sub-Allocation Contract between Kings Park Central School District (Local Education Agency – LEA) and the Northport-East Northport Union Free School District (Approved Special Education Program – ASEP)



9.04 Approving a 2010-2011 Special Education Services Contract between the Northport-East Northport Union Free School District and the Commack Union Free School District

9.05 Receiving the following donations to the District:

9.05.1 Two boxes tenor sax reeds, one box clarinet reeds, one box alto sax reeds, and one box bari sax reeds from D'Addario & Company, Inc., value estimated by the donor to be approximately \$150

9.06 Approving End of Year transfer of funds to balance 2009-2010 budget

Trustee Gannon revised his motion to approve all items under 8. and 9., including Supplemental 8.01.1 (Schedule A #16-18), and tabling items 8.02.1 and 8.04. Trustee Gannon's motion was seconded by Trustee Madden.

Vote on Trustee Gannon's revised motion was unanimously carried.

10. SUPERINTENDENT'S REPORT - FOR INFORMATION ONLY

10.01 Schedule I – Home Instruction

11. UNFINISHED BUSINESS

There being no further business to discuss, motion was made by Trustee Wills, seconded by Trustee McCue, to adjourn the meeting.

At 12:30 a.m., the Chair declared the meeting adjourned.

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Beth M. Nystrom  
District Clerk

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