

Special Meeting

A Special Meeting of the Board of Education of the Northport-East Northport Union Free School District was held on Monday evening, March 21, 2011, beginning at 6:00 p.m., in the Faculty Dining Room at Northport High School, 154 Laurel Hill Road, Northport, New York, with Mr. Stephen V. Waldenburg, Jr., Chairperson, opening the meeting and presiding.

Members present: Ms. Julia Binger, Mr. Joe Gannon, Mrs. Lori McCue, Mrs. Donna McNaughton, Mr. Andrew Rapiejko, Mrs. Jennifer Thompson, Mr. Stephen V. Waldenburg, Jr., Mrs. Karen Wills

Members absent: None
One board seat vacant

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 McCue, to convene in Executive Session to discuss matters pertaining to the employment history of an individual employee and contract negotiations, the discussion of which in public would impact the negotiations.

Unanimously carried.

At 7:50 p.m., the Board reconvened in public session in the large cafeteria at the Northport High School.

Public attendance: There were approximately 150 persons present.

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

The Northport High School Choir performed the National Anthem.

4. SPECIAL REPORTS/ANNOUNCEMENTS FROM THE SUPERINTENDENT

- 4.01 Accomplishments of Staff and Students

- 4.01.1 Mr. Izzet Mergen, Director of Music Education K-12, introduced Julie Falango, Music Department Student of the Month. Mr. Mergen stated that Julie began her interest in music in the fourth grade when she began to play the flute. Julie also began composing music in the fourth grade and was involved with chorus, select chorus, and numerous plays. Mr. Mergen stated that in middle school Julie continued to compose music and write duets for flute. Julie's love for composing music led her to enroll in the Music Theory program at Northport High School where she has had pieces performed each year in the Composer's Concert. In 11th, grade she composed a piece for piccolo, flute, and two clarinets titled "High Wind" which was selected to be performed at the NYSSMA All-State Young Composer's Concert in Rochester and was also selected to be performed at the All-Eastern Conference in Baltimore later this year. Julie is a rank leader and an officer in the Northport High School Tiger Marching Band and an officer in the Northport High School Chapter of the Tri-M National Music Honor Society. She is involved in Symphonic Winds, Symphony Orchestra, IB Music and Pit Orchestra. Mr. Mergen stated that Julie will be auditioning at the University of Delaware, Hartt School of Music, SUNY

Fredonia, Crane School of Music and Ithaca in order to continue her musical studies and to pursue a career in music education.

President Waldenburg and Superintendent McDermott congratulated Julie on her fine accomplishments and presented her with a commendation from the Board.

4.02 Review of Instructional Initiatives in the following area:

4.02. Mr. Izzet Mergen presented the 2010-2011 Music Department Instructional Initiatives. Mr. Mergen stated that the Curriculum Development Goal in the Classroom Music Learning Community is to create a grade 3 Curriculum within the *Moodle* environment including recorder curriculum and materials. The Curriculum Development Goal in the String Orchestra Music Learning Community is to continue to update the Elementary Orchestra *Moodle* page, which contains the grade 4/5 curriculum and to incorporate digital video and audio. The Curriculum Development Goal in the Middle School Smart Board/Smart Music Initiative is the investigation of full incorporation of the Smart Music complete music practice system at both middle schools which include accompaniment for various method books, solo and small ensemble repertoire, and All-State Solo Preparation and audition. Mr. Mergen stated that the faculty has participated in NYSCAME Professional Development Workshops and SCMEA Classroom Music Workshops. Mr. Mergen noted that this year's annual children's concert for elementary students, community members and their families was Star Wars. Mr. Mergen stated that the district-wide initiative is to organize the NYSSMA Solo & Ensemble Musical Festival at Northport High School and organize a separate piano festival for student evaluations. Mr. Mergen noted that the District consistently has the areas' largest festival.

After a brief discussion, President Waldenburg thanked Mr. Mergen for his informative report.

5. DISCUSSION OF SUPERINTENDENT'S PROPOSED 2011-2012 BUDGET

5.01 Budget Function Code/Description to be reviewed:

<u>Function Code</u>	<u>Description</u>
1010	Board of Education
1040	District Clerk
1060	District Meeting

Mr. Matthew Nelson, Assistant Superintendent for Instruction and Administration, stated that the budget includes thirteen computing devices for Board meetings, wireless conference and sound system.

1240 Chief School Administrator

Trustee McNaughton thanked Dr. McDermott for taking a salary freeze.

1310	Accounting
1311	Business Administration
1320	Auditing
1325	Treasurer

In response to a question, Ms. Kathleen Molander, Assistant Superintendent for Business, stated that the decrease is due to restructuring looking closely at expenses. Mr. Molander stated that the District pays Moody's when grading is done each year in addition to Munistat Services and Bond Counsel.

1345 Purchasing

Ms. Molander stated that Finance Manager reports look at every code and the program cannot make codes inactive. Ms. Molander noted that Finance Manager is working on a new platform which will eliminate inactive codes with zeroes across the line.

1380 Fiscal Agent Fees
1420 Legal

Ms. Molander stated that the legal fees payable to Ingerman Smith include the retainer fee of \$55,620, the non-retainer services which has a slight increase of 5.4%, from \$185/hour to \$195/hour, and miscellaneous legal fees.

1430 Human Resources

Ms. Molander noted that a revised version of the budget along with adjustment worksheets was posted to the District's website.

1480 Public Information and Services
1620 Operation of Plant

Ms. Molander stated that both middle schools have security assigned to each building and do not need greeters like the elementary schools.

In response to a question, Dr. McDermott stated that Mr. Anthony Resca, Superintendent of Buildings and Grounds, feels the District is appropriately staffed and will continue to work with staff to improve the buildings.

Ms. Molander stated that the District does not receive State Aid for transportation for field trips or athletics and funds are transferred from other codes to cover overtime for bus drivers.

Mr. Nolan Briggs, Security Supervisor, stated that the security upgrades include upgrading the security systems in place, new intercom systems at all buildings and schools, phone intercom system, locking loading dock door at William J. Brosnan School, and replacement of Motorola radios which will no longer be compliant.

Ms. Molander noted that BOCES advised the District to add 6% for shared costs as BOCES cannot give an accurate cost until all shared services are in.

1621 Maintenance of Plant

Mr. Molander stated that some items were miscoded in previous years and are currently being coded correctly.

There was a discussion regarding the conditions of the District's fields, possible use of capital reserve funds for field work, outside organization use of fields and the Use of Facilities policy.

Ms. Molander stated that Mr. Resca looks at each building and communicates with the building principals regarding projects. Ms. Molander noted that projects that impact health and safety are prioritized.

1660 Central Warehouse

Ms. Molander stated that many overtime codes were reduced in accordance with Dr. McDermott's reduction and elimination of overtime.

1670 Central Printing and Mailing

Ms. Molander stated that the District leases 21 copy machines, 7 at the high school, 4 at middle schools, 6 at elementary schools, and 4 in duplicating department and purchasing department. Ms. Molander noted that it is the third year of a five year contract.

1680 Central Data Processing
1910 Insurance
1920 School Association Dues

Mr. Nelson reviewed the dues the District pay such as Huntington Arts Council, SCOPE, Rotary, International Society of Technology in Education, etc.

1930 Judgment and Claims

Ms. Molander stated that this includes any claims that the District does not have insurance for an also includes deductibles.

1980 MTA Payroll Tax

Ms. Molander stated that the District pays .34% of salaries to the MTA Payroll Tax and the District is only reimbursed once per year.

1981 BOCES Administrative Costs

Ms. Molander stated that the District pays a portion of the BOCES administrative and capital charges. Ms. Molander noted that there are 18 component districts which share the costs.

1989 Unclassified
2010 Curriculum Development and Supervision

In response to a question regarding a 162% increase, Ms. Molander stated that the Director of AIS and Reading line was budgeted in four different codes last year and now is coded in one.

At 10:30 p.m., motion was made by Trustee McCue, seconded by Trustee Binger, to extend the meeting.

Unanimously carried.

2020 Supervision – Regular School

There was a discussion regarding the teachers' contract negotiations, the sunset clause in the teachers' contract, use of reserves and salary freezes, mechanisms that go into pay increases.

President Waldenburg stated that when the contracts come up for renewal the Board will be taking a very hard look at them.

In response to a question, Ms. Molander stated that the District saved \$185,168 as a result of members of NASA taking a pay freeze, and \$85,957 saved by the members not receiving a step increment.

5.01.1 Email from Ms. Denise Summers Mumm, UTN-EN, received March 2, 2011, re: Administrators Contract Modification

2040 Supervision – Special Schools

2060 Research, Planning and Evaluation

Ms. Molander stated that long range planning services previously provided through BOCES will now be done in house by District staff.

Mr. Nelson stated that BOCES expenses include Project Lead the Way training, base professional development services, base instructional technology service, technology plan upgrade, model schools base service, and the majority of the code is for systems consultants and support.

2070 In-service Training – Instruction
2110 Teaching – Regular School

In response to a question, Dr. McDermott stated that there are no reductions in staffing in the proposed budget.

There was a discussion regarding multisensory reading approaches, level literacy intervention and funding for AIS services. Mr. Nelson reviewed the Northwest Evaluation Association program relating to AIS services.

Ms. Molander stated that contingent positions and contingent expenses are in a separate budget line, 9000 series function.

Mr. Nelson stated that the majority of equipment for the district was consolidated into one code and membership fees were put into one code. Mr. Nelson also noted the increase in BOCES services is for the interactive white boards project for the high school and middle schools and netbooks for instructional staff.

Motion was made by Trustee Wills, seconded by Trustee Thompson, to approve all items under 6.01, including Supplemental 6.01.1 (Schedule A #9-33), and Supplemental 6.01.2 (Schedule B #4)

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

6.01 Personnel Schedules, each dated March 21, 2011, and each attached and made part of the official minutes:

- 6.01.1 Schedule A - Certified Staff (including Supplemental A #9-33)
- 6.01.2 Schedule B - Non-Instructional Staff (including Supplemental B #4)
- 6.01.3 Schedule K - PDC NASA

Vote on Trustee Wills' motion to approve all items under 6.01, including Supplemental 6.01.1 (Schedule A #9-33), and Supplemental 6.01.2 (Schedule B #4) was unanimously carried.

Motion was made by Trustee Wills, seconded by Trustee Gannon, to approve all items under 6.02 and 6.03

6.02 Receiving for a second reading and adopting revisions to the following policies:

- 6.02.1 Policy #6700 – Purchasing Policy
- 6.02.2 Policy #6900 – Disposal of Surplus Property (Old Policy #3260)

6.03 Receiving for a second reading and adopting the following policies:

- 6.03.1 Policy #6670 – Petty Cash/Petty Cash Accounts
- 6.03.2 Policy #5210 – Student Organizations

6.03.3 Policy #5252 – Student Activities Funds Management

Vote on Trustee Wills' motion to approve all items under 6.02 and 6.03 was unanimously carried.

Motion was made by Trustee McNaughton, seconded by Trustee Gannon, to approve all items under 7.0, including Supplemental 7.06 (BIDS)

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

7.01 Approving the following resolution:

“BE IT RESOLVED that the Board of Education hereby approves the expenditure of funds from the Employee Benefit Accrued Liability Reserve pursuant to General Municipal Law Section 6-p for the 2010-2011 fiscal year in the amount of \$4,264.50 and to increase the appropriation A9089.1601.00.6001 by \$4,264.50”

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

7.03 Receiving the following donations to the District:

7.03.1 \$500.00 from David and Patricia Welch to the Geraldine Wolf Welch Memorial Scholarship Fund

7.04 Approving the following resolution:

“RESOLVED, that the Board of Education accept the donation of \$250.00 towards the purchase of supplies for Dickinson Avenue Elementary School and increase the 2010-2011 budget code A2110.5030.11.0200 by \$250.00 for this purpose.

RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2010-2011 budget by \$250.00 with the understanding that this increase in revenue is the result of a donation from Morgan Stanley Inc.”

7.05 Approving the following resolution:

“RESOLVED, that the Board of Education accept the donation of \$500.00 toward the purchase of a bench and library books for Dickinson Avenue Elementary School and increase the 2010-2011 budget code A2110.5030.11.0200 by \$500.00 for this purpose.

RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2010-2011 budget by \$500.00 with the understanding that this increase in revenue is the result of a donation from the Kim family”

7.06 Taking specified action on the following BIDS:

EDUCATIONAL:

7.06.1 Award – Maintenance, Management and Services for District Voice, Wireless and Data Platforms

Vote on Trustee McNaughton's motion to approve all items under 7.0 including Supplemental 7.06 (BIDS) was unanimously carried.

8. ADJOURNMENT

At 12:15 a.m., there being no further business to discuss, motion was made by Trustee Wills, seconded by Trustee McCue, to adjourn the meeting.

Unanimously carried.

President Waldenburg reviewed the upcoming Board meetings of March 28th, April 6th, April 13th and April 28th.

At 12:15 a.m. the Chair declared the meeting adjourned.

Beth M. Nystrom
District Clerk

bmh