

Regular Meeting

A Meeting of the Board of Education of the Northport-East Northport Union Free School District was held on Monday evening, February 10, 2014, beginning at 7:30 p.m., in the Cafeteria 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: Mr. David Badanes, Ms. Julia Binger, Mr. James Maloney, Mrs. Lori McCue, Mr. Andrew Rapiejko, Mr. Joseph Sabia, Mrs. Jennifer Thompson, Mrs. Tammie Topel, Mr. Stephen V. Waldenburg, Jr.

Members absent: None

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

1. President Waldenburg called the meeting to order.

Public attendance: There were approximately 40 persons present.

2. The Pledge of Allegiance and the announcement of
3. Emergency exits was conducted earlier in the evening

Motion was made by Trustee Sabia, seconded by Trustee Maloney, to approve all items under 4.

4. APPROVAL OF MINUTES

- 4.01 Minutes

- 4.01.1 Regular Meeting, January 27, 2014

Unanimously carried.

5. SPECIAL REPORTS/ANNOUNCEMENTS FROM THE SUPERINTENDENT

- 5.01 Accomplishments of Staff and Students

- 5.01.1 Mr. Jeffrey Haubrich, Pulaski Road Elementary School Principal, introduced teachers Kristen Salisbery, Matthew Comiskey and Jennifer Desmond Drama Club Advisors. The following members of Pulaski Road Elementary School Drama Club performed two skits: Megan DellaMarco, Timothy Devine, Alyssa Forte, Emma Grasso, Morgan LaBarbera, Ashley Hinton, Erika Lorentzson, Elizabeth Stevenson and Soraya Basrai as playwright.

- 5.01.2 Ms. Tammy Walsh and Mr. Darryl St. George, Northport High School Teachers, along with high school students presented a Public Service Announcement they created against drug and alcohol use.

- 5.02 Dr. Marylou McDermott, Superintendent of Schools, presented a conceptual overview of the 2014-2015 budget development process

Dr. McDermott stated that the District has embraced a long range plan for budgeting built on two principles: Conserving Today and Protecting Tomorrow. To achieve this goal the District begins the budgeting process by projecting student enrollment and examining prior year's expenditures, cuts costs and reduces spending wherever possible while still enhancing District programs, and when the District is successful in under spending, the savings realized are used to lower the tax levy and fund the reserves. Through this philosophy and practice the District has successfully for the last five years kept the tax levy under 2%, enhanced District programs, and moderately funded and used its reserves. Dr. McDermott reviewed the District's record, 5 year history of tax levy less than 2%, and challenges for 2014-2015. The budget development will encompass cost and program review including reducing the work force through attrition, review of certificated staff not assigned to classrooms, review non-certificated support staff levels, review impact of external programs upon District priorities, review co-curricular activities, review athletic programs, and evaluate class size k-12 based on student enrollment and student need. Dr. McDermott noted the key priorities for the 2014-2015 budget development are to provide a school environment that is safe and secure for students and staff; provide students with equitable educational experiences that promote college and career readiness; provide students with learning experiences that promote social and emotional learning at all grade levels; and balance student needs with fiscal prudence. Dr. McDermott reviewed the budget cycle calendar of special meetings to discuss the budget on March 10th, March 17th and March 24th; a meeting to finalize the budget on April 7th, budget hearing on May 12th and the budget vote on May 20th.

There was a discussion regarding the allowable state tax levy limit, co-curricular activities, athletic programs, class size, special needs students, the budget process, LIPA tax certiorari, and increases in employee compensation.

The Board requested that if a change is made to a program that they receive a detailed description of the change including costs associated with it. The Board also requested the budget include appendices so the community can follow the function codes within the budget.

Dr. McDermott stated that the CPI is 1.46 and the goal is to come in with a budget within the allowable state tax levy limit.

5.03 For Information: Upcoming Meetings

President Waldenburg reviewed the upcoming Board meetings of March 3rd, March 10th, March 17th and March 24th.

6. COMMUNICATIONS

6.01 There were no communications to the Board

7. PUBLIC PARTICIPATION

<u>Name</u>	<u>Comment</u>
Coral Freas Norwood PTA	Presented the Board with a petition on behalf of the Norwood Avenue School families and students for a new playground instead of replacing or eliminating pieces from the current playground.
Cynthia D'Auge Parent	Asked where the policy regarding return to play protocol after a concussion is available and where it says that the student must be seen by a gym teacher before returning to play.

Dr. McDermott asked Ms. D'Auge to call her office to arrange a time to speak with her.

Bruce Howe Stated that he has been volunteering for school districts on Long Island in running their robotics programs. Mr. Howe asked the Board to consider allowing the robotics team to have access to the building on Sundays and after 4:00 p.m., and to provide a lab, materials and sponsorship opportunities for the team.

Motion was made by Trustee Badanes to move into Executive Session to discuss the employment of a particular corporation.

There was no second for Mr. Badanes motion.

Motion was made by Trustee Thompson, seconded by Trustee Topel, to approve all items under 8., including the addendum resolution to 8.01, and excluding severed Appendix C of 8.01.

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

8.01 Personnel Actions Report, dated February 10, 2014, attached and made part of the official minutes, including addendum resolution, and excluding severed Appendix C

Unanimously carried.

Motion was made by Trustee Waldenburg, seconded by Trustee Thompson, to table Appendix C of 8.0 until the March 3, 2014 meeting.

Unanimously carried.

President Waldenburg announced the following retirements: Elaine Berrios after 14 years and 4 months, Joseph Burke, after 9 years and 9 months, Nancy Burke after 25 years and 3 months, Patricia Condon, after 20 years, Margaret Engeldrum after 15 years, Kathleen Eckman after 18 years, Caren Esposito after 20 years, Christine McClay after 26 years and 9 months, Bonnie Paysen after 22 years and 4 months, Russell Tietjen after 30 years, Toby Windwer after 23 years, and Allen Ancewicz after 34 years 1 month.

Motion was made by Trustee Rapiejko, seconded by Trustee Maloney, to approve all items under 9.

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

9.01 Taking specified action on the following BIDS:

EDUCATIONAL:

9.01.1 AWARD: Athletic Supplies & Equipment

9.01.2 AWARD: Science Supplies & Equipment

9.01.3 AWARD: Athletic Apparel

9.01.4 AWARD: Technology Supplies & Equipment

9.02 Declaring the attached list of software materials, no longer in use by students, as surplus and approve disposal in accordance with Board policy

9.03 Approving the following resolution:

"RESOLVED, that the Board of Education approved a "Power to Learn" Cablevision Grant in the amount of \$500 at the November 4, 2013 meeting.

RESOLVED, that the Board of Education accept the donation of \$500 from Cablevision to be used by the Northport High School Art Club for a social awareness/community service project "Empty Bowls" and increase the 2013-2014 budget code A2110.5030.30.2000 by \$500 for this purpose.

RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2013-2014 budget by \$500 with the understanding that this increase in revenue is the result of a Cablevision "Power to Learn" grant."

9.04 Approving the following resolution:

"RESOLVED, that the Board of Education accept the donation of \$1,000 from the Association of Suffolk County Supervisors for Educational Technologies, Inc. toward the purchase of software and increase the 2013-2014 budget code A2630.4600.30.2803 by \$1,000 for this purpose.

RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2013-2014 budget by \$1,000 with the understanding that this increase in revenue is the result of an award for Danielle Milazzo's participation in Bright Light Shark Tank competition."

9.05 Approving the following resolution:

"BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$200.00 from Anne M. Whooley for the purposes of purchasing library books for the Dickinson Avenue Elementary School Library and increase the 2013-2014 budget code A2610.5030.11.1300 (Educational Supplies - Library/Media) by \$200.00 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2013-2014 budget by \$200.00 with the understanding that this increase in revenue is the result of a donation from Anne M. Whooley."

9.06 Approving the following resolution:

"BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$881.58 from the United Students of Northport for the purposes of covering the travel expenses related to bringing the "Challenge Day" program to Northport High School and increase the 2013-2014 budget code A2810.4010.00.3202 by \$881.58 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2013-2014 budget by \$881.58 with the understanding that this increase in revenue is the result of a donation from the United Students of Northport."

9.07 Approving an Agreement between the Northport-East Northport Union Free School District and Suffolk County Vanderbilt Mansion, Museum and Planetarium (OAS)

9.08 Approving a Reservation and Contract for Services between the Northport-East Northport Union Free School District and Sweetbriar Nature Center (OAS)

9.09 Approving a Supplementary Education Services Agreement between the Northport-East Northport Union Free School District and Gina Borden (IB)

9.10 Approving a Supplementary Education Services Agreement between the Northport-East Northport Union Free School District and Perkins School for the Blind (Spec Ed)

9.11 Approving a Rider to Agreement between the Board of Education of the Northport-East Northport Union Free School District and Hampton Jitney (DAS)

9.12 Approving a Consultant Agreement between the Board of Education of the Northport-East Northport Union Free School District and Journeys into American Indian Territory (OAS)

9.13 Approving a Rider to Agreement between the Board of Education of the Northport-East Northport Union Free School District and Curriculum Travel of America (NMS)

9.14 Approving a Rider to Agreement between the Board of Education of the Northport-East Northport Union Free School District and Interstate Management Company LLC, as agent for CREA-DC Properties LLC d/b/a Hamilton Crowne Plaza Washington (DAS)

9.15 Approving a Rider to Agreement between the Board of Education of the Northport-East Northport Union Free School District and Nationsclassroom, LLC (ENMS)

9.16 Approving Claims Auditor's Report for Warrants and Schedule of Claims for payments dated:

November 8, 2013 (Payroll Trust & Agency Warrant), November 15, 2013 (Accounts Payable Warrant), November 22, 2013 (Payroll Trust & Agency Warrant), November 27, 2013 (Accounts Payable Warrant), November 2013 (Claims Audit Report)

9.17 Approving Claims Auditor's Report – Payroll Audit for the Payroll Distribution/Audit dated November 8, 2013 (ENMS)

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

9.18.1 Treasurer's Report for the period November 1, 2013 through November 30, 2013

9.18.2 Monthly Summary of Receipts and Disbursements for the month ending November 30, 2013

9.19 Approving the Schedule of Investments as of November 30, 2013

9.20 Approving the Collateral Schedule as of November 30, 2013

9.21 Approving the Bank Reconciliation Report for the Month ended November 30, 2013

9.22 Approving Projected Cash Flow Statement for the year ending 2013-2014, Actual Data July 1, 2013 – November 30, 2013, Estimated Data December 1, 2013 – June 30, 2014

9.23 Approving Monthly Revenue and Budget Status Report – Capital Fund for the periods July 1, 2013 – October 31, 2013 and July 1, 2013 – November 30, 2013

9.24 Approving Monthly Revenue and Budget Status Report – Special Aid Fund for the period July 1, 2013 – October 31, 2013 and July 1, 2013 – November 30, 2013

9.25 Approving Monthly Revenue and Budget Status Report – School Lunch Fund for the period July 1, 2013 – October 31, 2013 and July 1, 2013 – November 30, 2013

9.26 Approving Monthly Revenue and Budget Status Report – General Fund for the period July 1, 2013 – October 31, 2013 and July 1, 2013 – November 30, 2013

9.27 Approving School Lunch Profit and Loss Statement for the month ending November 30, 2013

9.28 Approving Quarterly Trial Balance Reports – All Funds for the period July 1, 2013 – September 30, 2013

9.29 Approving Transfer of General Fund Appropriations in the 2013-2014 budget.

9.30 Approving the following resolution:

“WHEREAS, the School District’s Architect, on behalf of the Board of Education of the Northport-East Northport Union Free School District, prepared construction documents for a capital improvement project entitled “District-Wide Capital Improvements” (hereinafter referred to as the “Project”) which was advertised for bid on or about December 19, 2013;

WHEREAS, the Board of Education of the Northport-East Northport Union Free School District received bids for the provision of labor and materials for Contract MC-1: Mechanical in connection with the Project on January 31, 2014;

WHEREAS, the School District’s Architect and Administration have reviewed the bids submitted by the contractors for Contract MC-1: Mechanical; and

WHEREAS, based upon such review, the School District Administration recommends that the Board of Education rejects all bids and re-advertise for new bids for Contract MC-1: Mechanical;

WHEREAS, the Board of Education had determined that the best interests of the School District are not promoted by award of this contract at this time;

WHEREAS, the Board of Education has further determined that it is in the best interests of the School District to reject all bids received and re-advertise for new bids at a later date.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby rejects all bids submitted and received for Contract MC-1: Mechanical in connection with the District-Wide Capital Improvements Project.”

Vote on Trustee Rapiejko’s motion to approve all items under 9. was unanimously carried.

10. SUPERINTENDENT’S REPORT – FOR INFORMATION ONLY

10.01 Schedule H – Use of Facilities

11. UNFINISHED BUSINESS

12. NEW BUSINESS

Motion was made by Trustee Thompson, seconded by Trustee Badanes, to table item 12.01

12.01 Recommendation to receive for a first reading the following policies:

- 12.01.1 2100 - "School Board Legal Status" (replacing current policy #9110)
- 12.01.2 2160 - "School District Officer and Employee Code of Ethics" (revising current policy)
- 12.01.3 2200 - "Annual Meeting and Election" (replacing current policies 9500, 9530, 9540)

- 12.01.4 2260 - "Citizens Advisory Committees" (revising current policy - rescinding current policy 9141)
- 12.01.5 2300 - "Board Members" (replacing current policies 9111, 9540.1, 2220)
- 12.01.6 2400 - "Board of Education Meeting Types Agendas Procedures Minutes" (replacing current policies 2300, 9270, 9368.13)
- 12.01.7 2410 - "Appointed Board Officers" (replacing current policies 9230, 9240)
- 12.01.8 2500 - "Formulation Adoption and Amendment of Policies" (replacing current policies 8310, 8320, 9320)
- 12.01.9 2520 - "School Board Conferences, Conventions and Workshops (replacing current policy 8350.1)

Vote on Trustee Thompson's motion to table item 12.01 was unanimously carried.

13. ADJOURNMENT

Motion was made by Trustee Badanes, seconded by Trustee Sabia, to convene into Executive Session to discuss matters pertaining to current litigation.

Unanimously carried.

At 10:57 p.m. the Chair declared the meeting adjourned.

Beth M. Nystrom
District Clerk