

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 4, 2013, beginning at 6:05 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: Mr. David Badanes, Ms. Julia Binger, Mr. James Maloney, Mrs. Lori McCue, Mr. Andrew Rapiejko, Mr. Joseph Sabia, Mrs. Jennifer Thompson (arrived at 6:08 p.m.), 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
Dr. Thomas Caramore, Interim Assistant Superintendent for Human Resources

1. President Waldenburg called the meeting to order.

Motion was made by Trustee McCue, seconded by Trustee Sabia, to convene into Executive Session to discuss matters pertaining to potential litigation and matters pertaining to the employment history of particular persons.

Unanimously carried by those present.

At 7:25 p.m. the Board reconvened in public session in the Cafeteria at the William J. Brosnan School.

Public attendance: There were approximately 60 persons present.

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

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

4.01 Minutes

- 4.01.1 Regular Meeting, February 12, 2013
- 4.01.2 Special Meeting, February 18, 2013
- 4.01.3 Special Meeting, February 25, 2013

Unanimously carried.

Mr. Drew Cronin, Director of Physical Education and Athletics, announced that the boys track team won the 4x800 meter relay state championship, the boys basketball team won the Class AA Suffolk County Championship, and students raised over \$20,000 and donated it to the Long Beach School District athletic program to help in their recovery from Hurricane Sandy.

5. DISCUSSION OF SUPERINTENDENT'S PROPOSED 2013-2014 BUDGET

Dr. Marylou McDermott, Superintendent, presented the draft 2013-2014 budget in the following areas: Board of Education, Administration, Curriculum/Instruction, Transportation, Buildings/Grounds, Security, Special Education and BOCES. Dr. McDermott stated that the 2012-2013 budget in these areas was

\$35,895,516, the proposed 2013-2014 budget is \$34,682,656 resulting in a dollar change of -\$1,232,860 and percent change of -3.44%.

The Board discussed the following budget function codes:

<u>Function Code</u>	<u>Description</u>
1010	Board of Education

The Board discussed the increase in NYSIR insurance expenses.

1060	District Meeting
1240	Chief School Administrator
1310	Accounting
1311	Business Administration
1320	Auditing

The Board discussed equipment replacement, decreases in 403b third party provider costs, and purchase of software to assist in the tracking of capital projects.

1325	Treasurer
1345	Purchasing

The Board discussed participation in BOCES co-op purchasing program.

1420	Legal
------	-------

The Board discussed legal expenses including retainer fees and litigation expenses.

1430	Human Resources
------	-----------------

Dr. Thomas Caramore, Interim Assistant Superintendent for Human Resources, stated that the increase in BOCES services to include BOCES NIS which was removed from the 2012-2013 budget.

1480	Public Information and Services
------	---------------------------------

There was discussion regarding the number of printed editions of “Our Schools”, online editions, and the printing of the District calendar.

1620	Operation of Plant
------	--------------------

There was discussion of the upgrades to security including increased staffing at elementary schools and increased surveillance. Mr. Nolan Briggs, Supervisor of Security, stated that the budget increases are to keep students and staff safe.

The Board requested to see a comprehensive security plan, including a history, current status and future plans.

1621	Maintenance of Plant
------	----------------------

The Board requested additional information from Mr. Tony Resca, Superintendent of Buildings and Grounds, regarding the increases to the maintenance budget.

1660	Central Warehouse
1670	Central Printing and Mailing

The Board discussed the amount of District mailings and increased use of website posting of Districtwide mailings.

1680 Central Data Processing
1910 Insurance

There was a brief discussion of insurance increases.

1920 School Association Dues
1930 Judgment and Claims
1980 MTA Payroll Tax (for history only)
1981 BOCES Administrative Costs
2010 Curriculum Development and Supervision
2020 Supervision – Regular School
2040 Supervision – Special School
2060 Research, Planning and Evaluation

Mr. Matthew Nelson, Assistant Superintendent for Instruction and Administration, stated that the District's NWEA usage has increased resulting in increased fees.

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

There was discussion regarding equipment replacement, student fees, and tightening of the budget codes.

2250 Programs for Students with Disabilities
2270 Pupils with Special Needs (for history only)
2280 Occupational Education
2310 Continuing Education School
2320 Summer School
2610 School Library and Audio Visual
2630 Computer Assisted Instruction
2810 Guidance
2815 Health Services
2820 Psychological Services
2822 Education Related Support Services
2825 Social Work Services
2850 Co-Curricular Activities
2855 Interscholastic Athletics

Mr. Drew Cronin, Director of Physical Education and Athletics, stated that the decrease in boys athletic contract services was due to the reconciliation of the football helmets. There was a brief discussion regarding Section XI fees.

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

Unanimously carried.

5510 District Operated Transportation

The Board discussed proposed bus replacements for the 2013-2014 school year including current replacement cycle, conditions of District vehicles, bus specifications and District needs, and State Aid percentage for bus purchases.

5540 Contract Transportation

7140 Community Recreation
8060 Community – Civic Activities
9710 Serial Bonds – Public Library
9711 Serial Bonds – School Construction

Ms. Kathleen Molander, Assistant Superintendent for Business, stated that due to the District's refunding of Bonds, savings of \$206,185.70 will be realized in the 2013-2014 school year and savings realized through 2026 of \$2.5 million.

9760 Tax Anticipation Notes
9785 Installment Purchase Debt
9901 Transfer to Special Aid Fund and School Lunch Fund
9950 Transfer to Capital Projects Fund

At 11:30 p.m. President Waldenburg called for a short recess.

At 11:42 p.m. the Board reconvened in public session.

6. SUPERINTENDENT'S REPORT, GENERAL

Motion was made by Trustee Thompson, seconded by Trustee Badanes, to approve all items under 6., excluding severed items 6.01.1 (Schedule A), 6.01.2 (Schedule B), and 6.06.

6.01 Personnel Schedules, each dated March 4, 2013, and each attached and made part of the official minutes:

6.01.1 SEVERED
6.01.2 SEVERED
6.01.3 Schedule C – Salary Transfer
6.01.4 Schedule D – Extra Pay
6.01.5 Schedule J – Committee on Special Education
6.01.6 Schedule K – PDC NASA
6.01.7 Schedule L – PDC UTN

6.02 Receiving for a second reading and adopting the following textbooks:

6.02.1	<u>Glencoe MATH Course 2</u>	Math 7
	Carter et.al	McGraw Hill
6.02.2	<u>Glencoe MATH Course 3</u>	Math 8
	Carter et.al	McGraw Hill
6.02.3	<u>Glencoe MATH Accelerated</u>	Pre Algebra
	Carter et.al	McGraw Hill
6.02.4	<u>Glencoe MATH ALGEBRA 1</u>	Algebra
	Carter et.al	McGraw Hill

6.03 Receiving for a first reading the following textbook:

6.03.1	<u>Food and Nutrition for You</u>	International Foods, American Regional
	Weixel & Wempen	Foods, Introduction to Foods, World
	Prentice Hall 2010	Cuisine
		Grades 9-12

6.04 Approving the following resolution:

“BE IT RESOLVED, that the Board of Education hereby approves a certain Stipulation of Settlement dated February 26, 2013 between the District and the United Teachers of Northport, which resolves a grievance dispute between the parties; and

BE IT FURTHER RESOLVED, that the President of the Board of Education is hereby authorized to execute said Stipulation of Settlement, which stipulation was reviewed by the Board in executive session”

6.05 Adopting the proposed School Calendar for 2013-2014

Vote on Trustee Thompson’s motion to approve all items under 6., excluding severed items 6.01.1 (Schedule A), 6.01.2 (Schedule B), and 6.06 was unanimously carried.

Motion was made by Trustee Thompson, seconded by Trustee McCue, to approve items 6.01.1 (Schedule A) and 6.01.2 (Schedule B)

- 6.01.1 Schedule A – Certified Staff
- 6.01.2 Schedule B – Non-Instructional Staff

Revision was made to Schedule A items #21 and #22 to replace the word “teachers” with “staff”.

Vote on Trustee Thompson’s motion to approve items 6.01.1 (Schedule A) and 6.01.2 (Schedule B) was unanimously carried.

Motion was made by Trustee McCue, seconded by Trustee Topel to approve all items under 6.06.

Motion was made by Trustee Badanes, seconded by Trustee Sabia, to table item 6.06.2

Vote on Trustee Badanes’ motion was as follows:

- YES: Mr. Badanes, Ms. Binger, Mr. Maloney, Mrs. McCue, Mr. Rapiejko, Mr. Sabia, Mrs. Thompson, Mrs. Topel
- NO: Mr. Waldenburg

Motion passed.

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

- 6.06.1 #9510.4 *Terms and Conditions of Employment for Security Personnel*
- 6.06.2 TABLED

Vote on Trustee McCue’s motion to approve all items under 6.06 with the exception of tabled item 6.06.2 was unanimously carried.

7. SUPERINTENDENT’S REPORT FINANCIAL

Motion was made by Trustee Thompson, seconded by Trustee Binger, to approve all items under 7.0, including Supplemental 7.32 (Rider to Agreement), 7.33 (Rider to Agreement), and 7.34 (Federal Single Audit).

7.01 Taking specified action on the following BIDS:

- 7.01.1 AWARD: Science Supplies & Equipment
- 7.01.2 AWARD: Art Supplies & Equipment
- 7.01.3 AWARD: Physical Education Supplies & Equipment

- 7.01.4 AWARD: Athletic Supplies & Equipment
- 7.01.5 AWARD: Technology Supplies & Equipment
- 7.01.6 AWARD: Athletic Apparel

7.02 Approving Claims Auditor's Reports for Warrants and Schedule of Claims

Warrants and Schedule of Claims for payments dated: December 2012 (Wire Transfer Report), December 14, 2012 (Payroll Trust & Agency Warrant), December 14, 2012 (Accounts Payable Warrant), December 28, 2012 (Payroll Trust & Agency Warrant), December 28, 2012 (Accounts Payable Warrant), December 2012 (Claims Audit Report)

7.03 Approving Claims Auditor's Report – Payroll Audit for the Payroll Distribution/Audit dated December 14, 2012 (Northport Middle School)

7.04 Approving Monthly Revenue and Budget Status Reports – School Lunch Fund for the month ending December 2012

7.05 Approving Monthly Revenue and Budget Status Reports – Special Aid Fund for the month ending December 2012

7.06 Approving Monthly Revenue and Budget Status Reports – General Fund for the month ending December 2012

7.07 Approving Monthly Revenue and Budget Status Reports – Capital Fund for the month ending December 2012

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

2012 7.08.1 Treasurer's Report for the period December 1, 2012 through December 31,

7.08.2 Monthly Summary of Receipts and Disbursements for December 2012

7.09 Approving Schedule of Investments as of December 31, 2012

7.10 Approving Collateral Schedules for December 2012

7.11 Approving Bank Reconciliation Reports for the Month Ended December 31, 2012

7.12 Approving School Lunch Profit and Loss Statement, December 2012

2013 from: 7.13 Approving Student Activity Account Report for October 2012 through December

7.13.1 Northport High School

7.13.2 East Northport Middle School

7.13.3 Northport Middle School

Report 7.14 Approving the October 1, 2012 – December 31, 2012 Quarterly Budget Transfer

7.15 Approving the 2012-2013 Quarterly Trial Balance Reports – All Funds for October 1, 2012 – December 31, 2012

7.16 Increasing the following Community Service Fees:

7.16.1 Driver Education: Students on free and reduced lunch to \$215.00 plus \$5.00 registration fee

7.16.2 Community Education Courses: Increase of approximately \$2.00 using a per hour formula

7.16.3 Summer Recreation Program: Weekly cost to \$180.00 per week, Before/After Program to \$40.00 per week

7.17 Approving an Agreement between the Boston Symphony Orchestra, Inc. and Northport High School (Working with the Masters/Visiting Ensemble Masterclasses)

7.18 Approving a Revised Hotel Contract between the 1863 Inn of Gettysburg and the Northport-East Northport Union Free School District (FAS)

7.19 Approving a 2012-2013 Service Agreement 4201 School between the Northport-East Northport Union Free School District and the Henry Viscardi School

7.20 Approving a 2012-2013 Agreement between the Northport-East Northport Union Free School District and The Summit School

7.21 Approving the following resolution:

“BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$3,470.80 from FRIENNDS of Northport, Inc. to be used by the Community Drug & Alcohol Task Force and increase the 2012-2013 budget code A2110.4010.00.3209 by \$3,740.80 for this purpose.

This donation represents 100% of the proceeds generated by the 2011 Gala fundraiser hosted by FRIENNDS at the Engeman Theater.

BE IT FURTHER RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2012-2013 budget by \$3,740.80 with the understanding that this increase in revenue is the result of donations from FRIENNDS of Northport Inc.”

7.22 Receiving the following donations to the District:

7.22.1 \$50.00 from Catherine Zenkus to the David Trachtenberg Memorial Scholarship

7.22.2 \$50.00 from Jennifer and Mark McCullough to the David Trachtenberg Memorial Scholarship

7.22.3 \$50.00 from Demetria and Robert Kaczinski to the David Trachtenberg Memorial Scholarship

7.22.4 \$100.00 from Gregory and Beatrice Guido to the David Trachtenberg Memorial Scholarship

7.22.5 \$25.00 from Susan and Daniel Torpey to the David Trachtenberg Memorial Scholarship

7.22.6 \$25.00 from Daniel and Susan Torpey to the David Trachtenberg Memorial Scholarship

7.23 Approving a License and Operating Agreement between the Board of Education of the Northport-East Northport Union Free School District and SCOPE Education Services for After School Child Care and Extended Kindergarten Programs

7.24 Authorizing the Board President to sign contracts with the following school districts to provide health services for Northport-East Northport students attending schools in that district during the 2012-2013 school year:

7.24.1 Patchogue-Medford Union Free School District, two (2) students attending SAPPO School @ \$747.14, totaling \$1,494.28.

7.24.2 Jericho Public Schools, fifteen (15) students attending Long Island Lutheran MS/HS @ \$985.28, totaling \$14,779.20.

7.25 Approving a 2012-2013 Educational Services Agreement between The Daytop Preparatory School and the Northport-East Northport Union Free School District

7.26 Approving an Agreement between the Board of Education of the Northport-East Northport Union Free School District and Sweetbriar Nature Center (PRS)

7.27 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)

7.28 Approving an Amendment to an Agreement with Robyn Mikulas, O.T., P.C., Occupational Therapy provider, to include therapist Michelle Tisi

7.29 Authorizing the administration to survey the community to determine the extent of need for a school breakfast program for the 2013-2014 school year

7.30 Approving the following resolution:

“BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$8,038 from Northport-East Northport residents whose names are more fully set forth in the attached document, for the purpose of the Northport High School Orchestra trip to Boston and increase the 2012-2013 budget code A2110.4010.00.2100 by \$8,038 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2012-2013 budget by \$8,038 with the understanding that this increase in revenue is the result of donations from Northport-East Northport residents”

7.31 Approving the General Fund Projected Cash Flow Statement for the year ending 2012-2013, Actual Data July 1, 2012 – December 31, 2012, Estimated Data January 1, 2013 – June 30, 2013

7.32 Approving a Rider to Agreement between the Board of Education of the Northport-East Northport Union Free School District and Gerber Tours, Inc. (PRS)

7.33 Approving a Rider to Agreement between the Board of Education of the Northport-East Northport Union Free School District and Schoolman Transportation System d/b/a Classic Coach (NAS)

7.34 Accepting the Federal Single Audit for the year ended June 30, 2012

Vote on Trustee Thompson’s motion to approve all items under 7.0, including Supplemental 7.32 (Rider to Agreement), 7.33 (Rider to Agreement), and 7.34 (Federal Single Audit) was unanimously carried.

8. SUPERINTENDENT’S REPORT – FOR INFORMATION ONLY

8.01 Schedule H – Use of Facilities

8.02 Nominations for Western Suffolk BOCES Board of Education

9. ADJOURNMENT

President Waldenburg reviewed the upcoming meetings of March 11th, March 18th, April 8th and April 23rd.

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

Unanimously carried.

At 12:20 a.m. the Chair declared the meeting adjourned.

Beth M. Nystrom
District Clerk

bmn