

**SMITHTOWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING**

November 23, 2010

Held in the Joseph M. Barton Bldg.

Meeting called to order at 6:30 p.m. by Robert Rossi, President of the Board of Education. On motion by Mr. Liguori, seconded by Mr. Carlin, the Board voted unanimously to convene in Executive Session to discuss collective bargaining, employment and/or appointment of particular persons, and pending litigation. At 6:40 p.m. Mrs. Waldron, Mr. Saggese and Mrs. Knox joined the meeting. At 7:50 p.m. Ms. Berlin left the meeting.

At 8:00 p.m. Mrs. Waldron moved, Mr. Liguori seconded, and the Board reconvened the Regular Meeting.

Members present:

Neil S. Carlin	Joseph T. Saggese
Theresa Knox	Robert Rossi
Louis Liguori	Gladys M. Waldron
Scott Martella	

Also present:

Edward Ehmann, Superintendent
Mary Cahill, Asst. Supt.
Joan Niles, Asst. Supt.
Karen Ricigliano, Asst. Supt.
Eugene Barnosky, Sharon Berlin, Board Counsel
Visitors
Mary Wilson, District Clerk

I. OPENING CEREMONY - conducted by Mr. Rossi. Mr. Rossi suggested that the order of the agenda be changed to have the student awards begin the meeting. The Board agreed with the change in agenda order.

V. SUPERINTENDENT'S REPORT

A. Awards

1. For your generous contributions to Smithtown High School East and West Safe Halloween Events

Borella Farm Stand

2. On receiving our "Service Above Self" award for your generous contributions to the Smithtown Central School District

Robert Varello

3. On being selected for the 2010 NYSSMA All County Musical Festival

Nicholas Golddranz, Ryan Isabelle, Lauren Kinane, Joseph Matragrano, Stephanie Messana, Matthew Ross, Evan Shenkman, Despina Bubaris, Joshua Greenblatt, Andrew Kerper, Courtney Loiacono, Erin Purdie, Raymond Weber, Lindsay Wellinger, Gianluca Farina, Eric Gratta, Brian Madden, Danielle Gambardella, Deanna Grunenberg, Katie Skopkowski, Kyle Crowley, Elena Faverio, Courtney Lawrence, Sarah Randazzo, Arielle Cerini, Jessica D'Angelo, Natasha Mitchko, April Beard, Sabrina Brengel, John Taormina, Elena Faverio, Cristen Feeny, Amanda Levy

4. On being selected for the 2010 NYSSMA All State Musical Festival

Gianluca Farina, Joseph Matragrano, Matthew Ross, Eric Gratta, Joshua Greenblatt, Erin Purdie, Noelle Eichenlaub, Raymond Weber, Arielle Cerini, Elena Faverio, Amanda Levy

II. COMMUNICATIONS

A. Correspondence - The following correspondence was presented for the Board's review.

1. Letter to Mr. Robert Rossi from Mr. Peter R. Wunsch, WS BOCES, regarding invitation.
2. Letter to Board of Education from Smithtown Children's Foundation regarding STA and SSAA donations.
3. Letter to Mr. Robert Rossi from Patrick M. Smith regarding invitation.

MOTION by Mrs. Waldron, seconded by Mrs. Knox that the correspondence in Section A, as listed above, be received and that the recommendations of the administration (where indicated) be accepted.

All aye. Motion carried (7-0).

B. General Communications – There were no general communications presented for the Board's review.

III. OLD BUSINESS – none.

IV. COMMITTEE REPORTS

A. Business Affairs

Mr. Carlin requested the administration prepare a PowerPoint on the impact of the cost of health care from the last year of the current contract, family plan and individual, and the cost to the District with the STA and SSEA. Then fast forward to the current year – total cost family plan, individual, and the subsequent cost vis-à-vis the sharing arrangement the current contract calls for. Mr. Saggese clarified that you want gross cost and contribution.

B. Facilities

Mr. Liguori reported that a meeting was held November 15th during which the following updates were given:

Projects on Hold

Accompsett MS building upgrades (flooring replacement & ceiling replacement), HS East building upgrades (science lab), HS West student toilet renovation

Projects Currently at SED

District-wide elevator upgrades
HS West gas piping upgrade

Projects Ready for Bid

HS West – electrical service upgrade

Projects Under Re-Design

Tackan – site improvements

Construction Schedule

Mills Pond – building upgrades (windows & unit ventilators)
HS West – fuel tank, kitchen hood & chiller replacement
Great Hollow/Commissary Flooring replacement
SHSE – building upgrades
SHSW – Fuel Tank, Kitchen Hood & Chiller Replacement

A district project cost/expenditure report was presented at the Facilities meeting. We are currently approximately \$1.8 million under budget. This will allow us to move forward with projects on hold.

The Superintendent reported that we will be moving forward with the bathrooms at HSW. Senator Flanagan is going to intercede on the District's behalf in getting a decision on the elevators and the science labs.

Mr. Liguori noted that there has been some progress made on the HSW roof repairs. The Superintendent advised that the warranty work has been done and quotes have gone out for the non-warranty repairs.

C. Housing Committee

Mr. Carlin stated that the Committee will meet Nov. 30th. Mrs. Waldron asked what will be on the agenda. Dr. Ain responded that elementary housing will be discussed. Mr. Martella added that we will be looking at our current enrollment levels and trends. We will evaluate housing and any changes, if any at all. Mrs. Knox asked if the Board would be receiving any projections before the night of the meeting. Mr. Martella responded no. Dr. Ain responded that the projections that we have are for this year, 2010-11. Typically, they are updated after the kindergarten registration period in January. We do not have new projections. Mr. Martella added that it is going to be a very preliminary discussion. Mr. Saggese stated that he believes the objective is to look at the housing in all of the elementary schools and see if there are any kinds of scales or anything that can be achieved. The information we should have at that meeting is a comprehensive overview of the housing for all of the elementary schools.

D. Negotiations

Mrs. Waldron reported that the SSEA negotiations will be held on 12/9 and the mediator has selected Feb. 2nd for STA/District mediation.

E. Policy

Mrs. Waldron reported that she and Mrs. Knox are looking to schedule a meeting the first week of January. The agenda items will be some of the items noted in the Abrams report and also Health and Wellness.

F. Audit Committee

Mr. Saggese reported that a meeting was held Nov. 10th to discuss the financial statements presented by the external auditor. It was the Audit Committee's recommendation to accept the audit of the financial statements. Mrs. Knox asked that the Board receive the minutes of the Audit Committee.

V. SUPERINTENDENT'S REPORT – continued

B. Updates

1. Audit Report

The Superintendent introduced Maryann Van Duyne of R.S. Abrams who reviewed the Extraclassroom Activity Funds Audit and the Financial Statements and Supplementary Information Audit. In both audits the District received an unqualified opinion; the best opinion that a school district can receive. Some recommendations were made in the Management Letter. Most previous recommendations were implemented. The GASB 54 policy needs to be implemented by June 30, 2011. The Capitalization policy and Purchasing policy also were given recommendations by the auditors. It was noted that this year the District had state aid cuts but was fortunate to have ARRA funding to offset those cuts. Unfortunately, those extra funds will not be coming in the future and school districts must focus on that. The auditors are also required to do a separate audit on the funds received through ARRA; that audit is due in March. Mr. Saggese noted that it was reported that the school lunch program operated with a loss of \$91,000. Ms. Van Duyne stated that it was noted in the Management Letter that was a significant loss. The fund balance is far below what the maximum fund balance is allowed to be; which is three months' expenses. Mr. Liguori asked what the District could do about the lunch program which is supposed to be self-sustaining. Ms. Van Duyne responded that the District could either raise prices; the general fund could subsidize it through an inter-fund transfer – a line could be placed in the budget to subsidize the program or you could try to curtail expenses.

Continuing the review of the audits Ms. Van Duyne advised that the next step is for the District to do a corrective action plan, a response to the Management Letter. That plan goes up to the state, to the Audit Committee and to the Board. Ms. Niles added that the District has ninety days from the date the Board accepts the audit report to make the response. Mr. Saggese questioned the appearance of only a \$5 million dollar increase in expenditures. Ms. Van Duyne noted that this number is specifically for the general fund; not capital or special aid. Some salaries were charged to the special aid fund. This year the District received quite a bit of money in stimulus funds, ARRA money, those salaries were allocated to the special aid fund. Mr. Ehmann noted that number was about \$1.8 million.

2. **Highlights** – The Superintendent brought the Board up-to-date on the following items of interest:

- For the second year, High School West’s literary magazine, Penumbra, has received a Silver Medal from the Columbia University Scholastic Press Association.
- On Wednesday, November 24, the Smithtown Central School District will be conducting an emergency preparedness drill. There will be early dismissal at all schools. The students’ early dismissal from school on that day will be approximately **15 minutes** earlier than the normal dismissal time.

C. Committee on Special Education

MOTION by Mrs. Waldron, seconded by Mrs. Knox approving Committee on Special Education Items 1-2 on a consent motion.

All aye. Motion carried (7-0).

1. Committee on Special Education - RESOLVED that the recommendations of the Committee on Special Education for cases 302494, 302641, 311336, 150980, 185159, 309290, 306977, 200139, 152860, 160080, 306159, 311855, 311648, 311539, 304229, 309364 and 305966 be approved.
2. Sub-Committee on Special Education – RESOLVED that the recommendations of the Sub-Committee on Special Education for cases 304529, 305709, 302689, 200060, 300307, 308559, 300993, 150880, 160800, 303190, 201113, 309658, 304143, 309330, 310593, 309364, 308443, 303037, 310637, 310493, 309690, 304476, 306283, 174467, 304635, 304185 and 308850 be approved.

D. Committee on Preschool Special Education

MOTION by Mrs. Knox, seconded by Mrs. Waldron approving Preschool Special Education Items 1-2 on a consent motion.

All aye. Motion carried (7-0).

1. Initial Placement for Preschool Special Education Program/Services – RESOLVED that the recommendations of the Committee on Preschool Special Education for Initial Placement – Program/Services for cases P311868, P311867, P311802 and P311859 be approved.
2. Special Education Preschool Annual IEP Review/Amended IEP – RESOLVED that the recommendations of the Committee on Preschool Special Education for Annual IEP Review/Amended IEP for cases P311590, P309733, P310653 and P309656 be approved.

E. **Tentative Calendar for November and December 2010** - The calendars were reviewed and amended by the Board.

F. **Litigation** – was discussed during the earlier Executive Session.

VI. INSTRUCTIONAL REPORT

A. Staffing – The Superintendent announced that this evening’s presentation would concern staffing and some samplings of departmental efficiencies that have occurred in the last couple of years. Mrs. Cahill and Mrs. Ricigliano used a PowerPoint presentation which addressed three questions:

1. Does the FTE footprint and/or non-certified staffing of the district continue to grow?
2. How many retirements does the district typically have during the school year?
3. How has administration managed existing concerns, new mandates and other impacts on the budget over the past few years? In other words, what have we done to control budget growth?

Mr. Saggese requested that all of the charts use the same years, showing the last four years.

At 9:45 p.m. Mr. Carlin and Mr. Saggese left the meeting.

At 9:55 p.m. Mr. Carlin and Mr. Saggese rejoined the meeting.

MOTION by Mrs. Knox, seconded by Mrs. Waldron approving Instructional Items B and C on a consent motion.

All aye. Motion carried (7-0).

B. Overnight Field Trip Request – Smithtown High School East and West Music Department – December 2-5, 2010 – All State Music Conference – Rochester, NY - upon recommendation of the Superintendent of Schools, be it RESOLVED, that permission is granted for 6 students from Smithtown High School East and West Music Department to participate in the All State Music Conference at the Eastman School of Music, Rochester, NY. Students will depart December 2, 2010 and return December 5, 2010.

C. Selection Classification Recommendation - upon recommendation of the Superintendent of Schools, be it RESOLVED, that permission is granted at the request of the Athletic Director to the following Middle School athletes to play on High School Teams. They have been deemed “exceptional” and have passed the Selection/Classification process.

Nicholas Sabia	8 th Grade	BVW Track	HS West
Brian Willetts	8 th Grade	JV BBKB	HS East
Jessica Anderson	8 th Grade	JV GBKB	HS East
Samantha Delaney	8 th Grade	JV GBKB	HS East

VII. AUDIENCE – Mr. Rossi welcomed the members of the audience and called speakers to the podium from the sign-in sheet.

1. Pam Farino questioned the District’s diligence on dealing with encroachment. Mrs. Farino also asked if the Board has analyzed District coaching stipends.
2. Janelle Kildale, of the Health and Wellness Committee, expressed her displeasure with the lack of nutrient-rich products being sold to students in the a la carte line and asked if the director has the authority to sell items not in the state guidelines. In May a request was sent for a non-food reward policy. Mrs. Kildale also asked if the Superintendent or designee is monitoring everything that is being sold to students regarding nutrition.
3. Rick Schlomann suggested that the Board should provide direction to the administration regarding the footprint of the District. Mr. Schlomann noted the increasing number of employees earning over \$100 thousand.

VIII. BUSINESS AFFAIRS

A. Finance

MOTION by Mrs. Knox, seconded by Mrs. Waldron approving Finance Items 1 – 7 on a consent motion.

Discussion

Item #2 – Mr. Rossi noted a concern regarding the lack of liability insurance on the refurbishment of football helmets. Ms. Niles responded that she has not received an answer from our insurers to this concern yet.

All aye. Motion carried (7-0).

1. Budgetary Transfers - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following budgetary transfers of funds be approved for the 2010-11 school year:

FROM:	See attached	\$94,487.05	
TO:	See attached		\$94,487.05

2. Bid Recommendation - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following bid recommendation be approved as submitted herein:

10-39 Athletic Equipment Reconditioning

3. Change Order - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the Board of Education hereby approves the attached change order listed below:

Bid Recommendation #09-46R Awarded on February 23, 2010
Capital Project #58-08-01-06-0-038-021
High School West – Kitchen Hood & Chiller Replacement

CHANGE ORDER #H01 – Amount: (\$14,000.00)
 Contractor: Xtraire, Inc.

4. Independent Audit Report for Year Ended June 30, 2010 - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the Board of Education receive the Report on Audit for the Year Ended June 30, 2010, including the Extra Classroom Activity Funds - Report on Audit, prepared and submitted by the District's Independent Auditor, R.S. Abrams and Company.
5. Contract for Occupational Therapy, Speech Services and Resource Room - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the President of the Board of Education is hereby authorized to enter into a contract with the following organization for the 2010-11 school year, to provide Occupational Therapy, Speech Services and Resource Room, for CSE Participation, at the rates indicated:

Island Tutoring Center
 P.O. Box 5031
 Hauppauge, NY 11788
 \$105.00 per hour for OT Provider
 \$125.00 per hour Speech Provider
 \$103.00 per hour Resource Room Professional

6. Contract for Financial Aid Presentation - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the President of the Board of Education is hereby authorized to execute a contract with the following individual, to make a presentation during Financial Aid Night at Smithtown High School West, on January 6, 2011, at a total fee of \$500.00:

Joseph Sciamè
 Vice President for Government
 and Community Relations
 8000 Utopia Parkway
 Jamaica, New York 11439

7. Bank Account - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the President of the Board of Education is hereby authorized to approve the opening of a bank account at J.P. Morgan Chase Bank entitled “Edward V. Viscount III Memorial Scholarship Fund.

B. Operations

MOTION by Mrs. Knox, seconded by Mrs. Waldron approving Operations Items 1-3 on a consent motion

Discussion

Item #2 – Board Members asked for information regarding the Smithtown Longhorns. Ms. Niles responded that ninety percent of the members are residents and it is a non-profit group.

All aye. Motion carried (7-0).

1. Acceptance of Gifts – upon recommendation of the Superintendent of Schools, be it RESOLVED, that the Board of Education authorizes the acceptance of the following gifts:

	<u>Donated By</u>
\$11,792.45 to fund field trips for the 2010-11 school year	Accompsett Elementary School parents
\$7,042.65 to fund field trips for the 2010-11 school year	Dogwood Elementary School parents
2000 Hyundai ELN, ID.No. KMHJW35F9YU184162 for the H.S. East Technology Department	Fratellis Market Place 2903 Broadway Astoria, NY 11106
Donation of material and services to build a stone wall at HS West	Gappsi, Inc. 1015 West Jericho Turnpike Smithtown, NY 11787
\$3,528.00 to fund field trips for the 2010-11 school year	Mills Pond Elementary School parents
\$1,000.00 to fund the 5 th grade field trip on June 6, 2011	Mt. Pleasant Elementary School parents
\$1,568.00 to fund field trips for the 2010-11 school year	Mt. Pleasant Elementary School parents
\$5,151.25 to fund field trips for the 2010-11 school year	Nesconset Elementary School parents
\$4,505.25 to fund field trips for the 2010-11 school year	Smithtown Elementary School parents
\$956.75 to fund the Fashion Institute of Technology field trip	Smithtown High School East & West Family & Consumer Science Departments
\$1,000.00 to fund the 5 th grade field trip on April 14, 2011	Tackan Elementary’s Activity Club

2. Additions to List of Organizations Approved to Use School Facilities, 2010-2011 School Year - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following organizations, having made formal applications, are hereby approved to use school facilities at

the Smithtown Central School District during the 2010-2011 school year, subject to all School District policies, rules and regulations, Standard Uniform Practices, and contract provisions:

Long Island Volleyball Academy, Inc.
 Rotary Club of Smithtown
 Smithtown Longhorns
 Suffolk County Music Educators' Association

3. Declaration of Obsolete Items - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following items, due to poor condition and/or obsolescence, are no longer useful to the District, and are hereby declared to be obsolete, and are to be disposed of in a manner that is in the best interest of the Smithtown Central School District:

Attached list of books at Accomsett Elementary School library *
 Attached list of items at High School East
 Bell & Howell Microfilm Reader/Printer – ABR 2000 Serial # 3131 102 at NYA
 Minolta Toner RP6002 at NYA
 List of books at Smithtown High School West library *
 List of books and VHS cassettes at Tackan Elementary library *

*Lists available upon request

IX. PERSONNEL

- A. **Certified** – The following AMENDED Certified Personnel Items were presented for the Board's approval (Attachment IX.A.1-12):

1. Appointment of Substitute Teacher(s)
2. Appointment of Regular Substitute Teacher(s)
3. Certifications
4. Appointment of Home Instruction Tutor(s)
5. Coaching Assignment(s)
6. Comment
7. Extension of Leave of Absence Without Pay
8. Request for FMLA, Without Pay/Leave of Absence, Without Pay
9. Notice of Retirement(s)
10. Tenure Recommendation – Teachers
11. Appointment of Event Chaperones
12. Appointment of Co-Curricular Activities Sponsors

MOTION by Mrs. Knox, seconded by Mrs. Waldron approving the AMENDED Certified Personnel Items 1-12, as detailed in the attached resolutions.

All aye. Motion carried (7-0).

Mrs. Ricigliano congratulated the teachers on receiving tenure.

Mr. Rossi, on behalf of the Board, also congratulated the teachers receiving tenure.

- B. **Classified** - The following Classified Personnel Items were presented for the Board's approval (Attachment IX.B.1-5):

1. Appointments
2. Appointment – Reason(s)
3. Change of Status
4. Resignation
5. Terminations

MOTION by Mrs. Knox, seconded by Mrs. Waldron approving the Classified Personnel Items 1-5, as detailed in the attached resolutions.

All aye. Motion carried (7-0).

X. NEW BUSINESS

A. Request of the Audit Committee

Mr. Carlin questioned why a request Mr. Saggese had put forth on his behalf to the Audit Committee regarding having the internal auditors micro analyze the cost per pupil participant of clubs and sports was not accepted. Ms. Niles explained that the job of the internal auditors is to comment on internal controls of the District. They do a risk assessment and their job is to protect the District's assets from loss. Mr. Saggese suggested that Mr. Carlin attend the next Audit Committee meeting to discuss this in more detail. Mrs. Cahill stated that she has people working on a report for the Board regarding these non-instructional costs.

XI. ADJOURNMENT

MOTION by Mr. Liguori, seconded by Mr. Saggese that the meeting be adjourned at 10:40 p.m.

All aye. Motion carried (7-0).

Respectfully submitted,

Mary Wilson
District Clerk