

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

October 27, 2009

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 Mrs. Knox, 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 8:18 p.m. Mrs. Waldron moved, Mr. Liguori seconded, and the Board reconvened the Regular Meeting.

Members present:

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

Members absent:

Joseph T. Saggese

Also present:

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

OPENING CEREMONY - conducted by Mr. Rossi.

COMMUNICATIONS

Section 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.

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 (6-0).

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

The Superintendent asked the Board's permission to rearrange the order of items on the agenda so that the student awards could be presented first. The Board agreed to this request.

Awards – The Superintendent and Mr. Rossi congratulated the following students and staff on their accomplishments.

On being named a Semifinalist in the National Merit Scholarship Program

SHS East: Francis Pinter, Alexander Spangher, Lucas Spangher

On being named a Commended Student in the National Merit Scholarship Program

SHS East : Stephanie Chocko, John Dodaro, Valentine Esposito, Kersten Folkerts, Ilana Selli, Meagan Voulo, Joshua Weiss,

SHS West: John Carlson, Eric Caruso, Reena Glaser, Matthew Hung, Bryan Kane, Jessica Noviello, Kelsey Roach

On being selected as a recipient of the National Hispanic Recognition Program for Excellence in Academic Achievement

SHS East: Amy Rapp

On being selected as a participant in the 2009 NYSSMA All State Music Festival

SHS East: Bridgette Funaro, Sarah Germain, Eric Gratta, Joshua Greenblatt, Trevor Higgins, Daniel Meadows, Matthew Ross, Alexander Spangher, Lucas Spangher

SHS West: Scott Dow, Elena Faverio, Matthew Hung, Natasha Mitchko

OLD BUSINESS

Cell Phones

Mr. Rossi noted that at the previous meeting Mr. Saggese had requested the administration review the use of district-owned cell phones with the intent to reduce the cost by approximately fifty percent. Mr. Ehmann reported that because Project Save requires school districts have communication access, even if the electricity goes out, cell phones were delegated to each building. We are currently surveying the buildings regarding the need for the district-owned cell phones; a number of principals use their own cell phones. The Project Save document is being checked to make sure there is no stipulation that requires the phone be a district-owned phone. Of our current nineteen phones, the contract on eleven can probably be discontinued; that would hit the fifty percent goal. We will have that finalized by the next meeting.

COMMITTEE REPORTS

Business Affairs

Mr. Carlin reported that a Business Affairs Committee Meeting was held on October 14th. One subject on the agenda was TANS with respect to the timing, notification or discussion with the Board prior to the issuance of TANS. A cash flow analysis was done and it was determined that the appropriate amount of TANS was raised. In the future, prior to the issuance, the Business Affairs Committee and the Board as a whole will be given some cash flow analysis in order to determine the appropriate level of the TANS.

Another issue discussed was the large bus contract which will expire this year. Notification was given that the current vendor has asked to enter into negotiations to extend the existing contract.

Thirdly, and perhaps of the most interest, there was discussion on the setting of the tax levy which will be done tonight. Mr. Carlin used a short PowerPoint presentation to illustrate the numbers for the past few years. Mr. Carlin announced that it is the recommendation of the Business Affairs Committee to set the school tax levy for the 2009-2010 school year at \$155,916,532. As a result of this, the tax rate today is being set at zero. The actual cost to run the District is estimated to go up 4.5% to 5% a year. From 2007-08 to what is being proposed tonight the actual cost has gone down in dollars from year to year to year. The assessment amount from the Town Assessor's Office has gone down due to things such as people grieving their assessments. We have actually asked for \$1,974,000 less over two years and that is at a time when the assessments coming in from the Town have gone down \$1.5 million. The tax levy is tied to the current Town Assessment. Mr. Rossi noted that due to the fact that money had previously been put into reserves the Board and administration have been able to tap some of those reserves and help keep the tax levy as low as it is. However, the tax levy is also a good job done by our Superintendent and his staff. The Board and administration deserve a lot of credit and we hope that the community sees the hard work that has gone into this.

Mr. Ehmann requested that the agenda for the next committee meeting, November 18, include an item regarding the phone system upgrade. The Board has received some information from the Mitel phone people and we need to hear their proposal. The Purchasing Agent is researching what is going on around the island and this is an important decision for the Board to make. Mr. Carlin reiterated the request to have this item placed on the agenda.

Facilities

Mr. Liguori noted that a Facilities Committee Meeting was held on October 15th. Some of the items discussed were projects under construction: HSE large gym, HSW turf fields, HSE roof. Projects being bid: the Mills Pond window replacement and gym door, ventilator replacements. Projects awaiting approval: HSE package – science lab updates, window and floor replacements along with the turf field. Projects awaiting bids: HSW toilet renovations, fuel tank, kitchen hood replacement, chiller replacements. The status going forward with the Capital Reserve is that we are still under budget in the neighborhood of \$2 million. The District is working on a complete list of other projects which are needed, which will be listed by building, along with a prioritization. It is expected that at January's meeting the BOE will be able to look at this list and determine where the District wants to go with this; whether we will use Capital Reserves or maybe another bond issue in the coming years. The District is also currently reviewing some of the property boundaries – some neighboring properties may be encroaching on our property and we are assessing that right now. The next Facilities Committee Meeting is scheduled for November 12th at 7:00 p.m.

Instructional Services

Mrs. Knox reported that a meeting is scheduled for October 29th and AIS will be the topic.

Policy

Mr. Martella reported that a Policy Committee meeting was held October 20th with two items on the agenda. One item was our purchasing authority Policy 6710 – it was asked that be put on the agenda to evaluate whether or not we should set thresholds. In the end, we had to refine the language in the second paragraph to be more applicable with our current practice. The language is going to be amended to make sure that it says that it is operating through the business office by the purchasing agent. We are also looking into setting the threshold, but no decision was ultimately made; it will be discussed at the next policy meeting. We also discussed whether or not we would adopt a payroll procedure, something that NYSSBA had put in its sample policy. We came to the conclusion that it makes sense to adopt such a policy. The next meeting is scheduled for November 17, at 7:00 p.m.

SUPERINTENDENT'S REPORT

Updates – The Superintendent brought the Board up-to-date on the following items of interest:

- Last night the District sponsored its fourth Parent University - *Worried About Swine Flu? What's A Parent To Do?* The panel discussion featured information and advice from experts, including a physician, Suffolk County Department of Health official, school nurses and administrators.
- There will be a mandatory meeting for parents of High School East and High School West students on Wednesday, October 28, at 7 p.m. at High School West. The topic will be *Parenting in Difficult Times*.
- Smithtown HS East and West students went to Harborfields for a County-wide Leadership Forum. Networking capabilities were established between the various high school students.
- Two garden projects are going on at HS East. A committee will meet on November 4th to work on these projects and it is projected that by spring time these gardens will be completed. There is another garden at East by the baseball dugouts which was created as a legacy for people whom we have lost.

Committee on Special Education

MOTION by Mrs. Waldron, seconded by Mrs. Knox that the recommendations of the Committee on Special Education for cases 307447, 303233, 183348, 152140, 172927, 189849, 308047, 308527, 310687, 310685, 180217, 309391, 300153, 305445 and 304186 be approved.

All aye. Motion carried (6-0).

Sub-Committee on Special Education

MOTION by Mrs. Waldron, seconded by Mrs. Knox that the recommendations of the Sub-Committee on Special Education for cases 154750, 159340, 306949, 173558, 309112, 190749, 172196, 192639, 174538, 310748, 301102, 307499, 195729, 195729, 172586, 305874, 172518, 172718, 301265, 303650, 306137 and 200287 be approved.

All aye. Motion carried (6-0).

Committee on Preschool Special Education

MOTION by Mrs. Waldron, seconded by Mrs. Knox that upon recommendation of the Superintendent of Schools, be it RESOLVED, that the recommendations of the Committee on Preschool Special Education for Initial Placement – Program/Services for case P310651 be approved.

All aye. Motion carried (6-0).

MOTION by Mrs. Waldron, seconded by Mrs. Knox that upon recommendation of the Superintendent of Schools, be it RESOLVED, that the recommendations of the Committee on Preschool Special Education for Annual IEP Review/Amended IEP for cases P309330, P310475, P310363, P309124, P310467, P310374, P308547, P309181, P308550, P308583, P308551 and P308039 be approved.

All aye. Motion carried (6-0).

Tentative Calendar for October and November 2009 - The calendars were reviewed and amended by the Board.

Litigation – was discussed during the earlier Executive Session.

INSTRUCTIONAL REPORT – none.

SECTION C - AUDIENCE – no participants.

BUSINESS AFFAIRS

Finance

MOTION by Mrs. Waldron, seconded by Mrs. Knox approving Finance Items 1 – 12 on a consent motion.

All aye. Motion carried (6-0).

1. Financial Report - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following report for the month indicated be accepted:

- 1 – Report of Claims Auditor
8/31/09

2. Budgetary Transfers - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following budgetary transfers of funds be approved for the 2009-10 school year:

FROM:	2025-465-51-0000	Equip. Repair	\$11,580.00
	2025-503-51-0000	Gen. Office Supplies	11,580.00
TO:	2025-469-51-0000	Plant Project	\$23,160.00
FROM:	2110-201-51-0000	Equip. Instr.	\$11,787.50
TO:	2110-501-51-0501	Insurable Supplies	\$11,787.50
FROM:	2110-120-20-0000	Prof. Sal 1-3	\$74,374.00
	2110-121-26-0000	Prof. Sal 4-6	\$1,926.00
TO:	2110-120-20-ARRA	Prof. Sal 1-3	\$74,374.00
	2110-121-26-ARRA	Prof. Sal. 4-6	\$1,926.00
FROM:	See Attached		\$283,491.00
TO:	See Attached		\$283,491.00

3. Bid Recommendations - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following bid recommendations are approved as submitted herein:

09-35R	Upgrades at Mills Pond Elementary SED# 58-08-01-06-0-028-008
09-44	Water Treatment and Cleaning for Hot Water & Steam Systems

4. Resolution to Fund Various Reserves - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the Board of Education of the Smithtown Central School District authorizes the following transfers to be made from the fund balance for the revised amount of \$2,835,065 for the Capital Reserve, and further more, to reaffirm the following transfers for the other reserves, which were approved on June 23, 2009:

Workers' Compensation	\$ 800,000
Unemployment Insurance	\$ 500,000
Dental Reserve	\$ 946,400
Employees' Retirement Reserve	\$ 1,700,000
Employee Benefits and Accrued Liability	\$ 100,000
Capital Reserve	\$ 2,835,065

5. Adjustment of 2009-10 Revenues - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the Board of Education hereby approves the adjustment in the 2009-10 revenues as attached, and to approve the appropriate transfers to reflect the new schedule.

6. Establishment of School Tax Levy - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the total school tax levy for the 2009-10 school year shall be \$155,916,532, based upon the attached projected revenues, as adjusted.

7. Extra Classroom Activity Accounts - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the President of the Board of Education hereby approves the following list of potential donors for Extra Classroom Activity Accounts for the 2009-2010 school year:

<u>School</u>	<u>Potential Donor</u>
Branch Brook Elementary School	Chase Citibank Great American Opportunities Newsday PTA Donations Stop & Shop Target
Mills Pond Elementary School	Chase Citibank Great American Opportunities Newsday PTA Donations Stop & Shop Target

8. Agreement with AMF Smithtown Lanes - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the President of the Board of Education is hereby authorized to execute an agreement with AMF Smithtown Lanes for the use of its bowling facilities for Smithtown High School East and West Boys' and Girls' Bowling Teams practices and meets, from November 18, 2009 to March 1, 2010, for an estimated cost of \$6,500.00, based upon last year's usage of 2,416 lanes at a cost of \$2.50 per lane.

9. Contracts for Piano Accompanists - 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 individuals, as Piano Accompanists, for the 2009-10 school year, at a rate of \$150.00 for two rehearsals and one performance:

- Susan Hall, 58 Dorchester Road, Smithtown, NY 11787
- Donna Harlow, P.O. Box 303, Mastic Beach, NY 11951
- Edward Lesco, 8 Joseph Court, East Northport, NY 11731
- Heidi Margolin, 425 Munsell Road, E. Patchogue, NY 11772
- Doris Ann McMullen, 5 Oakway Drive, Stony Brook, NY 11790
- Joseph Rishkofski, 711 Hilltop Court, Coram, NY 11727
- Jonathan Riss, 78 Juniper Avenue, Smithtown, NY 11787
- Roy Sperrazza, 701 Balfour Place, Melville, NY 11747

10. Agreement with the Town of Smithtown - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the President of the Board of Education is hereby authorized to renew the agreement with the Town of Smithtown for the maintenance work of roads, and to supply materials on an actual-cost basis, for the term commencing June 1, 2009 to May 31, 2010.

11. Change Orders - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the Board of Education hereby approves the attached change orders listed below:

**Bid Recommendation #09-22R Awarded on July 28, 2009
Capital Project #58-08-01-06-0-001-020
Building Upgrades
Nesconset Elementary School**

CHANGE ORDER #1 – Amount: \$14,445.00
Contractor: Milburn Flooring Mills

**Bid Recommendation #09-22R Awarded on July 28, 2009
Capital Project #58-08-01-06-0-016-020
Building Upgrades
St. James Elementary School**

CHANGE ORDER #1 - Amount: \$5,565.00
Contractor: Country Carpet & Rug

- 12. Internal Auditor’s Representation Letter - upon recommendation of the Superintendent of Schools, be it RESOLVED, that the President of the Board of Education is hereby authorized to sign the Representation Letter issued by the District’s Internal Auditor, Coughlin, Foundotos, Cullen & Danowski, dated October 19, 2009, in connection with the Agreed-Upon Procedures Report related to Capital Projects and the Risk Assessment, for the Smithtown Central School District.

Operations

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

All aye. Motion carried (6-0).

- 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:

Donated By

New school sign for front entrance of Dogwood Elementary School

Dogwood Elementary PTA

\$1,451.27 to fund field trip to Benners Farm for Mills Pond Elementary kindergarten classes

Mills Pond Elementary parents

\$1,758.00 to fund field trips for the 2009-2010 school year

Tackan Elementary parents

- 2. 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:

Olympia Typewriter, Mastertype D, Serial #66-0420702 at Accomsett Middle School

Attached list of books at St. James Elementary School*

* List available upon request

PERSONNEL

Certified – The following Amended Certified Personnel Items were presented for the Board's approval (Attachment IX. A 1-10):

1. Notice of Resignation
2. Appointment of Part-time Teachers
3. Appointment of Volunteers
4. Appointment of Co-Curricular Activities Sponsors
5. Appointment of Substitute Teachers
6. Appointment of Home Instruction Tutor(s)
7. Request for FMLA, Without Pay/Leave of Absence, Without Pay
8. Appointment of Regular Substitute Teacher
9. Coaching Assignment(s)
10. Extension of Contract

Discussion:

Item #10 –Mr. Rossi noted that the Board is happy to announce that this agreement extends Mr. Ehmann's contract for one additional year.

Mr. Carlin asked if the administration had been able to resolve the issue which had been discussed at the previous BOE meeting regarding finding a cheerleading coach. Mr. Ehmann responded yes, that issue had been resolved. A coach with the right skills set for the position had been found.

MOTION by Mrs. Waldron, seconded by Mrs. Knox approving the Amended Certified Personnel Items 1-10, as detailed in the attached resolutions.

All aye. Motion carried (6-0).

Classified - The following Classified Personnel Items were presented for the Board's approval (Attachment IX. B 1-6):

1. Appointments
2. Change of Status
3. Retirements
4. Resignation
5. Approval of Civil Service Titles
6. Staff Development

MOTION by Mrs. Waldron, seconded by Mrs. Knox approving the Classified Personnel Items 1-6, as detailed in the attached resolutions.

All aye. Motion carried (6-0).

NEW BUSINESS**Healthy Foods**

Mr. Liguori stated that during the PTA Council Meeting a question was raised as to whether the District has a health/nutrition package. Mr. Ehmann responded that the Child Nutrition Program must follow the guidelines that are set by the federal government and the State Education Department. Ms. Dunne has sent us an overview of the progress the District has made in creating healthier choices for our students. We will forward these guidelines to the Board. Mrs. Knox asked if these guidelines are also applicable to the vending machines. Mr. Ehmann reported that the vending machines are also stocked with healthier choices. There is a healthy vending machine company out there that we will be looking into. Mr. Rossi asked when would the Quick Snack bid expire and could we put something into the bid requiring a certain percentage of items be healthy foods. Ms. Niles responded that she will get the end date information for the Board. Mr. Ehmann added that Quick Snack will stock any item that we request.

Advocacy Training Workshop

Mr. Rossi announced that the District has received a notice from the Suffolk County School Superintendents Association regarding their fourth annual Advocacy Training Workshop which will be held on November 19 at 7:00 p.m. at Newfield HS. Mr. Ehmann noted that historically we have had a cross-section of representatives including members of the STA, SSAA, all the unit executive committee people and the PTA Presidents Council attend. Mr. Rossi extended the invitation to the Board.

ADJOURNMENT

MOTION by Mrs. Waldron, seconded by Mrs. Knox that the meeting be adjourned at 9:10 p.m.

All aye. Motion carried (6-0).

Respectfully submitted,

Mary Wilson
District Clerk