

A Workshop Meeting of the Board of Education, Seaford Union Free School District, was held on Thursday, March 14, 2013, in the All Purpose Room of the Manor Elementary School, 1590 Washington Avenue, Seaford, New York.

PRESENT: Mr. Brian W. Fagan - President
Mr. Bruce A. Kahn – Trustee
Ms. Susan Ruona - Trustee
Ms. Jeanmarie Wink – Trustee

ABSENT: Mr. Richard G. DiBlasio – Vice President

Mr. Brian L. Conboy
Mr. John A. Strifolino
Mr. Alan S. Phillips
Mr. Christopher Venator – Attorney

At 7:37 p.m., the President of the Board of Education opened the Workshop Meeting. As the first order of business, Board President Brian Fagan led the audience in the Pledge of Allegiance.

OPEN MEETING

Mr. Fagan advised that this was a Workshop Meeting and there were a few agenda items and Mr. Conboy's Administrative Report. There would then be a Technology Presentation by Mr. Kaden and then the Board and Administration would be having an in-depth conversation concerning 2013-2014 budget preparation.

OPENING REMARKS

Topics covered in Mr. Conboy's Administrative Report dated March 11, 2013 included:

**ADMINISTRATIVE
REPORT**

Updates:

- Work done/information coming out of Albany concerning aid
- No decisions have been made yet
- High tax aid
- Foundation aid
- Federal Sequestration (Title I funds)

February 28th letter from the State Ed

- Healthy Hungry Free Kids Act
- District received an additional \$.06 per lunch (approximately \$3,100 Oct-Jan)

FEMA

- Hopefully receiving significant reimbursement for additional transportation and food loss due to Hurricane Sandy
- Could receive up to 75% of costs

Memo from Deputy Commissioner Ken Slentz

- Common Core standards much greater
- State expectations that exams will be more rigorous than in the past
- More difficult for students to show proficiency on exams

Longitudinal enrollment analysis for elementary and middle school

Manor and Harbor enrollment kindergarten numbers in Newsday is not correct

- Newsday never requested information from District for that article

Mr. Fagan stated he wanted to address two points for the community. The first was really about information sharing from misinformed neighbors. He stated that apparently there seems to be someone out there publically quoting certain salaries of administration/administrators in the school and are grossly overstating it.

He reminded that at many times in the past he has advised that if you want an answer to a question you can come to the Board of Education or to the District Administration and if you don't feel that we are going to give you the right answer you have the right to foil that information under the Freedom of Information Act. He expressed the importance of communication and accurate information.

Mr. Fagan also advised that the Board of Education has been reaching out to our Local, County and State legislators as well as to the New York State School Boards Association and Nassau Suffolk School Boards Association. We are lobbying everyone we can. A letter was sent to our District Coordinator at NYSSBA explaining the issues we are dealing with. He stated he had received a response from Timothy Kramer, the Executive Director of NYSSBA advising that they would be researching the matter thoroughly and would report back to him immediately.

Mr. Fagan went on to speak about the District and the Community efforts in asking for assistance and bringing attention to our issue. He also spoke about the Governor's mandate that school districts plan ahead and that is what Seaford did.

Motion by Mr. Kahn, second by Ms. Ruona, to accept the recommendation to approve the Personnel Action Report:

**NEW BUSINESS
PERSONNEL ACTION
REPORT - INSTRUCTIONAL**

A. Instructional (dated March 14, 2013):

- P-1: POSITION ABOLITION: No Recommended Actions
- P-2: POSITION CREATION: No Recommended Actions
- P-3: RESIGNATIONS: No Recommended Actions
- P-4: LEAVES: No Recommended Actions
- P-5: TERMINATIONS: No Recommended Actions
- P-6: TENURE APPOINTMENTS: No Recommended Actions
- P-7: APPOINTMENTS: No Recommended Actions
- P-8: OTHER:

- a) Recommend the Board of Education approve a sixth period teaching assignment beginning the week of March 11, 2013 for the following teacher in the Seaford Harbor School:

Jennifer Brand .08 FTE (2 days/week) AIS Math

- b) Recommend the Board of Education approve an Academic Intervention Services beginning the week of March 11, 2013 for the following teacher in the Seaford Harbor School:

Tara Flood 2 hours/week \$70.08/hour

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. Kahn, second by Ms. Wink, to approve acceptance of the determinations of the Special Education Committee Meetings of: 2/4; 2/22/13.

No Discussion.
All Ayes
Motion Carried.

CPSE/CSE

Motion by Mr. Kahn, second by Ms. Wink, to approve the second reading of Revised Policy #5300.70 – Public Conduct on School Property.

**SECOND READING –
REVISED POLICY #5300.70
– PUBLIC CONDUCT ON
SCHOOL PROPERTY**

Mr. Fagan advised that the reason this policy is being revised is because there has been a marked increase of residents walking their dogs on school property and leaving the grounds in deplorable condition. This is a tightening the rules and does include penalties concerning dogs on campus. Service/guide dogs are permitted. In response to Mr. Fagan's question, Mr. Conboy advised that he would look at the language/penalties indicated on the signage currently posted throughout the District.

No Discussion.
All Ayes
Motion Carried.

Mr. Kaden introduced Chairperson Tom Karounos, Mike Conti, Rob Necco members of the District's Advisory Committee for Technology (member Sean Urban was unable to attend) and expressed his appreciation for their knowledge, hard work and dedication.

**PRESENTATION -
2013/2014 COMPUTER
TECHNOLOGY**

Areas covered in Director of Technology Fred Kaden's presentation:

Technology Mission Statement

Technology Five-Year Plan

What has been accomplished in Year 1

- 247 new computers in the High School and Middle School
- Increased efficiencies and savings
- Centralized copy center
- Expanded Lexmark Testing and Grading Solution
- Incorporated new web filter
- Created web lockers
- Installed security software on lab computers
- Established parent portal for report cards

What is currently being worked on

- Base wireless for all libraries, High School Auditorium, All Cafeterias, Conference Rooms, Computer Labs and Gyms
- Google Universe

Planned for Year 2

- Equipment for State aided hardware
- Safari Montage
- Contracts
- Shout point enhancements
- Update of software packages
- Supplies
- BOCES
 - 2nd Year of lease for High School and Middle School computers
 - 170 computers in elementary schools
 - Replace some PC's in the High School and Central
 - 2nd Year of leave for Lexmark copiers
 - Saturation of District with wireless
 - Hardware maintenance

TECHNOLOGY PRESENTATION (cont'd)

- Off-site email
- Technical support for District
- Internet & leased fiber
- School wires
- Data Warehousing
- VM Server work
- CAT6 Wiring

Preparation for 2014/2015 school year

- Need to be completely wireless
- Be ready for PARCC exams (online assessments)
- Will need to purchase between 720 and 750 wireless devices (type unknown at this time)
- Purchase of software for new devices

Board/Administration:

Ask that the Board get the contract for the new computers after the budget passes

Why has Technology budget gone up by \$390,000

Can Parent Portal be opened up for Grade Books

Mr. Kaden:

Lexmark copiers/copiers were added to technology code; removed from another

15% BOCES aidable management fee

Unplanned mandate of Model Schools

Parent Portal ready for Grade Books

Aid to be received through BOCES

Discussion areas:

Need to make cuts

Priorities discussed during the 2012/2013 budget process

Future needs

Recommended areas to cut; impact of cuts

Assistive technology

Locations which have wireless

State mandates in this economic climate

Available grants, if any

Technology support/maintenance staff

Effect of new equipment and maintenance issues

Maintenance contract on copiers

Copiers/toner costs and management fees added to Technology budget code

Need to see BOCES monthly bills – estimate of total cost

Computer contracts

Opening of grade books on Parent Portal at High School level

- Mr. Conboy to discuss readiness with Mr. Bersin
- Look at whether progress reports will be needed
- Mr. Conboy to get back to Board after discussions with building administrators

It was decided that the following cuts could be made to Technology Budget:

- \$57,500 Postpone installation of wireless to summer 2014
- \$30,000 Safari Montage
- \$20,300 Cat6 Wiring
- \$107,800 Reduction of proposed 2013/2014 Technology budget

BUDGET DISCUSSION

Areas covered in the discussion of the 2013/2014 budget:

After technology cuts starting with a \$1.589 million deficit
Each week new Budget Version will be created
Trace document will track all cuts
All reductions are being made out of necessity
Hoping District will receive additional aid
Recommend sticking with original deficit rather than use the numbers created by proposed cuts
Fund balance

Review/discussion of Budget Version 4 (expenditures known at 2/27/13) included questions concerning dollar amounts attached to budget codes, rationale for questioned items, lines requiring further discussion/information and suggested items to cut/reduce:

1325-451: Contractual – Treasurer

- Reason for increase from 2012/2013
- Reduce to \$21,500
- Moody's rating necessary for closing out Bond; can postpone closeout for one more year

1480-418/1480-490: Public Information Printing/Editing

- Breakdown of costs – articles/editing/printing/packaging/mailing
- Reason for increase; budget for possible second vote
- 1480-481 – reduced to \$4,900
- 1480-490 – more discussion needed:
 - Aidable through BOCES – 36% following year
 - Individual contracted through BOCES
 - How would we get layout/printing/articles/brochures/mailings/press releases, etc. written/prepared
 - Use of freelancers/students
 - Need for these publications
 - Getting right information in a timely fashion out to community important

1620-408: Water/Sewer – District wide Operations

- Some districts are not taking money out; some leaving it in
- Waiting to see what County is doing
- Reduced this budget code last week by \$25,000

2010-170: Salary – Secretary to Assistant Superintendent for Curriculum & Personnel

- Change code description to reflect that this code is more than one person

2110-201-02-5600: Apparatus – Middle School Music

- Keep the risers but do not purchase tubas/stands
- Reduce this budget code to \$13,330

1620-180: Salary – Custodial Overtime

- 2011/2012 had no snow
- Concerns over cutting this code due to possible weather conditions
- More discussion is needed concerning potential cuts in this code

1620-423-06: Fuel Seaford Avenue Building

- Need to have budget in case we still have building and we need to heat it
- Reduce this code to \$5,000

1621-181: Salary – overtime Maintenance Snow Removal

- More discussion needed

1680-490: BOCES Services – Central Data Processing

- \$3,000 added back in – omitted by mistake

BUDGET DISCUSSION (cont'd)

1621-503: Electrical

- Relamping of exterior lights of all the school buildings
- Need to keep this budget code as is

9099-810: Benefits – Compensated Absences

- Discussion on best way to budget for this
- External Auditors' recommendations
- Use of reserves
- Putting money in budget for potential retirees
- Transfer of funds at a later date as retirees become known
- Benefit/importance of having early reporting of intended retirements
- Pros/cons of different manners in handling these funds
- Transferring of money after budget vote when we have an idea of retirees
- What happens to money budgeted for compensated absences and you don't have any retirees
- Mr. Phillips will contact R.S. Abrams, the District's External Auditors to discuss this matter to determine when and how the District should proceed

Mr. Fagan confirmed the cuts/reductions which were decided upon and would be incorporated into the next version of the budget.

Mr. Conboy expressed his hope that by early next week we would receive some hard numbers from the State. He briefly spoke about the need to look at Full-day Kindergarten and the 9th period at the High School and at the Middle School. He advised that this is not something anyone wants to see happen.

Ms. Wink asked if it had to be all or none or could you have some grades with 9 periods and some with 8 periods.

Ms. Ruona asked about looking at extra curriculars.

He asked the Board who they would like to do presentations to the Board. It was decided that Athletic Director Tom Condon and High School Principal Scott Bersin and Middle School Principal Dan Smith would come to the March 21st meeting. It was decided that technology might need to be revisited.

Discussion briefly continued concerning the possibility of adding an additional board meeting.

Comments, Questions and/or Concerns Raised by the Public included:

PUBLIC COMMENTS

- Thank you to Mr. Kaden for his presentation
 - Concerns over cuts to technology
 - Needs to be in place for PARCC exams
 - Assistive technology; WiFi capabilities
 - Policy concerning implementation of technology
 - Money shifted from business to technology for copiers and toner
 - Concerns over discussion about fund balance; ask for opinion from State Ed
- Need to keep 9th period
 - Negative impact of losing that period from a student's point of view

Closing remarks by the Administration and Board

CLOSING REMARKS

- ◆ Thank you to Mr. Kaden for his presentation
- ◆ Brief discussion concerning 9th period classes, reason for study halls, desire to add back electives, need to prioritize when looking at the 9th periods and areas to look at
- ◆ High School Musical Production Oz was wonderful
- ◆ Middle School Music Production Fame Jr. this weekend
- ◆ Band Marching in St. Patrick's Day Parade on Saturday
- ◆ All County Art Exhibit at Adelphi on Sunday
- ◆ Mr. Fagan thanked resident Roberta Grogan for bringing the District's message up to Albany to Senator Fuschillo
- ◆ Importance of legislators hearing from community members

At 10:08 p.m., a motion was made by Mr. Kahn, second by Ms. Wink, to adjourn the Workshop Meeting and enter into Executive Session for the purpose of discussing a grievance with the Clerical Unit.

ADJOURN WORKSHOP MEETING

No Discussion.
All Ayes
Motion Carried.

There being no further business, a motion was made by Mr. Kahn, second by Ms. Ruona, to adjourn Executive Session at 11:01 p.m.

ADJOURN EXECUTIVE SESSION

No Discussion.
All Ayes
Motion Carried.

Respectfully submitted,

Carmen T. Ouellette
District Clerk

Bruce A. Kahn
Vice District Clerk