

A Regular Meeting of the Board of Education, Seaford Union Free School District, was held on Thursday, March 7, 2013, in the All Purpose Room of the Harbor Elementary School, 3500 Bayview Street, Seaford, New York.

PRESENT: Mr. Brian W. Fagan - President
Mr. Richard G. DiBlasio – Vice President
Mr. Bruce A. Kahn – Trustee
Ms. Susan Ruona - Trustee

ABSENT: Ms. Jeanmarie Wink – Trustee

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

At 7:33 p.m., the President of the Board of Education opened the Regular Meeting. As the first order of business, Board President Brian Fagan led the audience in the Pledge of Allegiance.

OPEN MEETING

None

OPENING REMARKS

None

**PRESENTATIONS
RECOGNITIONS**

Topics covered in Mr. Conboy's Administrative Report dated March 1, 2013 included:

**ADMINISTRATIVE
REPORT**

Handouts given to Board

- Agenda addendum concerning field trip
- 3 Drafts of School calendar to be discussed this evening
- Update on Purchasing policy exhibit
- First reading of revised code of conduct policy

Discussion this evening concerning 2013-2014 budget

- Budget discussion will take place every Thursday
- Need to have budget buttoned up by April 11
- Budget vote May 21, 2013

2013/2014 Draft Calendars

- Draft 3 was draft given to Board at February 28th meeting
- Each version has its pluses and minuses
- Differences in each draft
- Draft 4 starts school September 9th; Drafts 3 and 5 start school September 4th

Ms. Ruona advised she preferred Draft 4 which starts students on Monday, September 9th and does not have 2 weeks during the Christmas break. Mr. Kahn advised he preferred Draft 5 but clarified which days would be used in case of inclement weather. Mr. DiBlasio advised he would be fine out either Draft 3 or Draft 5. He asked that the days indicated to be taken back in case of inclement weather be clearly indicated and posted on the calendar so parents are aware. Mr. Fagan advised he was fine with Draft 5. Ms. Ruona asked about contract obligations/requirement concerning approval of the school calendar and how it is handled in other districts.

It was decided that draft 5 would be placed on this evening's agenda under old business agenda Item 7.A.1.

ADMINISTRATION REPORT (cont'd)

VADIR (Violent and Disruptive Incident Reports) for 2011/12 School Year

- Another safe year is our schools
- Report is required to be done every year

Document from New York State Council of School Superintendents

Class Rating Policy

- SDM recommendations – in favor of changing the way it has been done starting 2013/2014 school year
- Top 25 would still be celebrated; Valedictorian and Salutatorian would be identified; no other ranking would take place
- Why this has come up
- Reasons behind SDM recommendation
- Effect on colleges/information required on applications
- What is the point of keeping Top 25 if we are doing away with ranking
- Using percentile for college applications and keep second ranking
- Differences in difficulty of classes taken and impact on class ranking
- Should save this discussion for workshop meeting

Joseph Tutaj funeral

High School drama production – Friday and Saturday

Mr. Fagan advised that Item 5.D.1.P-8.(e) will be removed from the Personnel Action Report.

Motion by Mr. DiBlasio, second by Mr. Kahn, that the consent agenda be approved as a whole with action recorded as if it had been taken severally, as amended.

**CONSENT AGENDA ITEMS
5.A, B, C, D, E (detailed
below)**

No Discussion
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to approve the Board of Education Minutes of February 7, 2013, as amended.

MINUTES

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Treasurer's Report dated January 31, 2013.

TREASURER'S REPORT

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Revenue Report dated January 31, 2013.

REVENUE REPORT

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Extracurricular Fund Activity Report dated January 31, 2013.

**EXTRACURRICULAR
FUND ACTIVITY REPORT**

No Discussion.
All Ayes
Motion Carried.

CONSENT AGENDA (cont'd)

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Appropriation Transfer Report dated January 31, 2013.

**APPROPRIATION
TRANSFER REPORT**

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Expenditure Report dated January 31, 2013.

EXPENDITURE REPORT

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to acknowledge acceptance for audit of the Budget Transfers, as indicated in the Board's documentation.

BUDGET TRANSFERS

No Discussion
All Ayes
Motion carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to accept the recommendation to approve the Personnel Action Report, as amended:

**PERSONNEL ACTION
REPORT - INSTRUCTIONAL**

A. Instructional (dated March 7, 2013):

P-1: POSITION ABOLITION: No Recommended Actions

P-2: POSITION CREATION: No Recommended Actions

P-3: RESIGNATIONS: No Recommended Actions

P-4: LEAVES:

1. LINDSAY GILBERT

Position:	Special Education Teacher
Assignment:	Seaford Middle School
Effective Date:	June 10, 2013
Sick Leave:	June 10, 2013 – October 2, 2013
Leave without Pay:	October 3, 2013 – November 15, 2013
Expiration Date:	November 15, 2013
FMLA:	June 10, 2013 – November 15, 2013
Reason:	Child Care Leave of Absence

2. CARISA BURZYNSKI

Position:	Assistant Principal
Assignment:	Seaford High School
Effective Date:	May 9, 2013
Sick Leave:	May 9, 2013 – June 6, 2013
Leave Without Pay:	June 7, 2013 – September 27, 2013
Expiration Date:	September 27, 2013
FMLA:	May 9, 2013 – September 11, 2013
Reason:	Child Care Leave of Absence

P-5: TERMINATIONS: No Recommended Actions

P-6: TENURE APPOINTMENTS: No Recommended Actions

CONSENT AGENDA (cont'd)

P-7: APPOINTMENTS:

1. ALISON SILK
Position: Foreign Language Teacher
Type of Appointment: Regular Substitute
Assignment: Seaford High School
Certification: Spanish 7-12 - Initial
Effective Date: March 27, 2013
Expiration Date: May 24, 2013
Tenure Eligibility: N/A
Tenure Area: N/A
Salary: As Per Leave Replacement Schedule
Reason: Leave Replacement for Patricia Foley

2. GENNARO FONTANO
Position: Social Studies Teacher
Type of Appointment: Regular Substitute
Assignment: Seaford High School
Certification: Social Studies 7-12 - Initial
Effective Date: March 6, 2013
Expiration Date: April 12, 2013
Tenure Eligibility: N/A
Tenure Area: N/A
Salary: As Per Leave Replacement Schedule
Reason: Leave Replacement for Lindsay Garncarz

P-8: OTHER:

- a) Recommend the Board of Education amend the start date of Jennifer McCrystal's sick leave from March 4, 2013 to April 12, 2013 (a.m.) to February 28, 2013 to April 9, 2013 (a.m.) and her start date for her unpaid leave of absence from April 12, 2013 (p.m.) to April 9, 2013 (p.m.) as approved at the January 17, 2013 Board of Education meeting.
- b) Recommend the Board of Education amend the start date of Kim Flood's leave replacement for Jennifer McCrystal from March 4, 2013 to February 28, 2013 as approved at the February 7, 2013 Board of Education meeting.
- c) Recommend the Board of Education amend the start date of Cortney Hannan's sick leave from TBD to March 18, 2013 to April 8, 2013 and her leave without pay from TBD to April 9, 2013 to May 6, 2013 as approved at the October 4, 2012 Board of Education meeting.
- d) Recommend the Board of Education amend the end date of Candice Kaplan's leave replacement for Cortney Hannan from TBD to May 6, 2013 as approved at the October 4, 2012 Board of Education.
- f) Recommend the Board of Education amend the end date of Tara Gonzalez's leave without pay from May 7, 2013 to May 21, 2013 as approved at the December 6, 2012 Board of Education meeting.
- g) Recommend the Board of Education amend the end date of Jennifer Brand's leave replacement for Tara Gonzalez from May 7, 2013 to May 21, 2013 as approved at the February 7, 2013 Board of Education meeting.

CONSENT AGENDA (cont'd)

- h) Recommend the Board of Education amend the end date of Patrick Scanlon's leave replacement for Lindsay Garncarz from February 20, 2013 to March 5, 2013 as approved at the January 17, 2013 Board of Education meeting.

B. Non-Instructional (dated February 28, 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: APPOINTMENTS:

- 1. LISA GARCIA
 - Position: Teacher Aide (1:1)
 - Civil Service Title: Teacher Aide Part-time
 - Type of Appointment: Part-time
 - Location: Harbor Elementary
 - Salary: \$11.71 per hour
 - Code: 2250-166
 - Reason: 504 - Replacement (Deborah DiBari)
 - Effective Date: Upon fingerprint clearance and approval of her application by the Civil Service Commission

- P-7: OTHER: No Recommended Actions
No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to approve acceptance of the determinations of the Special Education Committee Meetings of: 1/15; 1/17; 1/22; 1/23; 1/28; 1/31; 2/1; 2/6; 2/11; 2/13; 2/15/13.

No Discussion.
All Ayes
Motion Carried.

CPSE/CSE

- Concern over current Kindergarten class size as well as other grades
- When planning next year's budget try to make class sizes smaller
- Please show us that you are trying to do something
- Need everyone to be on the same side; show people you are trying to work the numbers
 - Community is coming together – writing letters, supporting fundraisers, sending box tops, yogurt labels, grants, etc.
 - Try to educate our children the way we want them educated
 - Rest of the community needs to know what you are doing
- Thank you for assistance to the Manor PTA in putting a letter together to send to the legislators
- Contacting all Seaford organizations and demographics to send letter out
 - Asking residents to sign the letter and put their names and addresses

**PUBLIC COMMENTS –
AGENDA ITEMS**

Mr. Fagan advised that they have always have had the challenge to present a balance budget that is fair and equitable in all cases

Board of Education has written letters and is writing another letter to the New York State School Boards Association and the Nassau-Suffolk School Board Association. These Associations are our lobbying entities who have the resources and can on our behalf send it up the chain to the Legislature

We are faced with unfunded mandates and reduced State aid
State changed rules after the rules were sent out and after the District planned last year

We will do our best to control costs and work within our organization to meet that goal

Important that residents of Seaford write a letter to our legislators

- Residents should personalize the letter
- Also direct letters to Governor Cuomo

District receives \$.23 for every \$1.00 we send up to the State; Long Island has 17% of the students and receives 12% of the aid

Motion by Mr. DiBlasio, second by Mr. Kahn, to approve Draft 5 of the 2013/2014 school calendar.

No Discussion.
All Ayes
Motion Carried.

**OLD BUSINESS
2013-2014 SCHOOL
CALENDAR**

Motion by Mr. DiBlasio, second by Mr. Kahn, to approve an addendum to the current Access 7 Services, Inc. contract for the 2012-2013 school year.

No Discussion.
All Ayes
Motion Carried.

**CONTRACTS – 2012/2013
ACCESS 7 ADDENDUM**

Motion by Mr. DiBlasio, second by Mr. Kahn, to approve the second reading of Revised Policy #6700 – Purchasing.

**SECOND READING - POLIICY
#6700 – PURCHASING**

Mr. Fagan verified with each Board member that they were in agreement with the adjusted numbers contained in the one-page Exhibit.

All Ayes
Motion Carried.

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

**FIRST READING - POLIICY
#5300.70 – PUBLIC CONDUCT
ON SCHOOL PROPERTY**

Mr. Conboy advised that this is adding to one of the prohibited codes of conduct having dogs on campus unless the dog is a service dog. We are also adjusting and editing the penalty language which is also in the code of conduct.

All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Ms. Ruona, to accept the donation from NY Life Giving & Volunteering Initiative of an employee match donation from Alicia Masters for \$210, to be used in the Harbor School.

No Discussion.
All Ayes
Motion Carried.

DONATIONS

Motion by Mr. DiBlasio, second by Mr. Kahn, to approve the addition of the Special Education Mediation and Resolution Meetings section to the Special Education Two-Year Plan.

**ADDITION TO SPECIAL
EDUCATION TWO-YEAR
PLAN**

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. DiBlasio, second by Mr. Kahn, to approve the Middle School's request for a field trip to the Capital in Albany, NY for a musical performance on March 18, 2013.

**FIELD TRIP – MIDDLE
SCHOOL - ALBANY, NY**

No Discussion.
All Ayes
Motion Carried.

Areas covered in the discussion on budget planning – 2013/2014:

**DISCUSSION ITEM: 2013/2014
BUDGET**

State Budget scheduled be done by March 21, 2013
Seaford budget needs to be finalized by April 11th
Do not know Governor's plan for smoothing TRS
Do not know what our real numbers are right now
Without knowing real numbers we will be looking for about \$2 to \$2.3 million from Version 3 Budget
Right now we have to plan that we are not getting any extra aid
- Will have to look at larger items
- Unfortunately need to look at Full-Day Kindergarten, 9th period at the Middle School and 9th period at High School
Tax levy limit 3.56 range; not piercing cap
Exclusions
\$2.3 million gets us to our tax levy limit
Money put aside last year per guidance from State
Comptroller's change of interpretation concerning carryovers
- Not allowed to carry over \$190,000 planned from last year
Increase/TRS
Estimated savings from cutting 9th periods at Middle School and High School and going back to ½ Day Kindergarten approximately \$1.7 million
History/benefits of having a 9 period day
Impact/program losses/staff cuts of going to an 8 period day
Preserving program in the economic situation we are in is paramount
Importance of reserves and impact on BANS/TANS interest rates
Need updated year-to-date numbers
- Next budget sheets will be accurate through February
Salaries where kept flat except for contractual step increases and contractual obligations
How much would we save if we funded a whole year of just intramural sports at the Middle School

Review/discussion of Budget Version 3 (expenditures known at 12/23/12) included questions concerning dollar amounts attached to budget codes, rationale for questioned items, lines requiring further discussion/information and suggested items to cut/reduce:

Building contract codes reduced due to new photocopiers; increase in Code 2630-490 (leases for Apple computers) and creation of code 2630-501-00 for toner

1240-451-00 - Superintendent Contractual – Discretionary
- To be reduced to \$0

BUDGET DISCUSSION (cont'd)

- 1240-502-00 Superintendent Material/Supplies – Discretionary
 - To be reduced to \$0
- 1325-451: Contractual – Treasurer
 - Reason for increase from 2012/2013
- 1480-418-00 Public Information Printing
 - Analysis needed
 - Further discussion needed
- 1480-490-00: BOCES – Public Information Editing
 - Calendar/Spotlights; Other options for getting information out to community; salary for public relations person
 - Cuts were made last year
 - We received some aid through BOCES for this
 - Further discussion needed
- 1620-164-00: Salary – P/T Security Special Events
 - Why have we increased the amount
 - If we cut \$25,000 will amount be sufficient
 - Further discussion needed
- 1620-212-00: Apparatus – District Operations
 - Potential for reductions
 - More information needed
- 1620-408-00: Water - District Wide Operations
 - Reduce to \$45,500
- 1620-409-06: Electricity – Seaford Avenue Building
 - Reduce by \$7,500
- 1620-423-01: Fuel – High School
 - Updated numbers to be given to Board for March 14th meeting
- 1620-423-02: Fuel – Middle School
 - Joined cooperative which will drop our fuel costs
 - Reduce by \$42,000
 - Updated numbers to be given to Board for March 14th meeting
- 1620-423-03
 - Fuel – Manor Elementary
 - Updated numbers to be given to Board for March 14th meeting
- 1620-423-04 Fuel – Harbor Elementary
 - Updated numbers to be given to Board for March 14th meeting
- 1620-423-06 Fuel – Seaford Avenue Building
 - Updated numbers to be given to Board for March 14th meeting
- 1620-464-00 Repair – Equipment
 - Updated numbers to be given to Board for March 14th meeting
- 1620-466-00 Repair – Vehicle
 - Updated numbers to be given to Board for March 14th meeting
- 1620-490-00
 - BOCES – Health & Safety Operations
 - Updated numbers to be given to Board for March 14th meeting
- 1620-501-00 Supplies – General Operations
 - Updated numbers to be given to Board for March 14th meeting
- 1620-515-00 Gasoline – District Wide
 - Updated numbers to be given to Board for March 14th meeting
- 1620-404-00 Supplies – Uniforms
 - Updated numbers to be given to Board for March 14th meeting
- 1620-505-00 Supplies – Custodial
 - Updated numbers to be given to Board for March 14th meeting
- 1621-450-00: Contracts District wide
 - How did we come up with this number
 - Need breakdown

BUDGET DISCUSSION (cont'd)

- 2110-117-00 Salary - Placeholder Elementary
- 2110-118-00: Salary – Placeholder Secondary
 - Reduce to half
- 2110-201-02: Apparatus – Middle School Music
 - Further discussion needed
- 2110-406-01: Other Misc. Expenses – Seaford High School
 - Breakdown of what is covered by this code
 - Are these items included in the proper code
 - Can we see which budget code these items came from
- 2110-451-01: Contracts – Seaford High School
 - Why are we budgeting less in this code
 - Copier machines and toner billing has been moved out of buildings and placed in a centralized location
- 2110-481-01: Textbooks/Workbooks Seaford High School
 - Code reduced at Principals discretion
 - Substantial decrease; would like textbook needs validated
 - need more information
- 2250-166-00: Salary –Classroom Aides Special Education
 - Would like breakdown of this code and other Aide salary codes
- 2610-166-00: Salary – Library Aides
 - increase was due to aides being moved from improper categories to correct categories
- 2855-402-00: Repairs – Interscholastic Athletics
- 2855-406-00: Other Misc. Expenses – Interscholastic Athletics
- 2855-451-00: Contracts – Interscholastic Athletics
 - Why are we increasing
 - 2855-402 should be reduced by \$2,000
 - 2855-405 should be reduced by \$2,500
 - 2855-451 should stay as listed
 - Discussion/presentation needed for Athletics Budget
- 5510-163-00: Transportation Clerical Aide
 - Change of half-time position to full-time
 - Rationale for change
 - Need to discuss this further
- 5541-436-00: Transportation – Interscholastic Athletics
 - Need breakdown of every team and cost for transportation
 - Reduce to \$108,800
- 5541-445-00: Transportation – field trips
 - Need breakdown list of field trips
 - Reduce to \$30,000
- 9099-810-00 – Benefits – Compensated Absences
 - Would like to see whole amount covered
 - Auditors' recommendations
 - Needs further discussion

For next meeting:

Updated actuals through February 27th

Mr. Fagan and Mr. Conboy to review of comparison budget document from last year

Technology Presentation

BUDGET DISCUSSION (cont'd)

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

PUBLIC COMMENTS

- Upset about cuts to curriculum; seems it's the first thing you are looking at
Have you looked at anything else; don't see that anything could be cut at the High School level
Impact on kids and their education
- Budget is just a roll-up from last year
What is in budget in terms of salary increases
- When will funds from Seaford Avenue School be able to be used
How can it be used
- Maybe you should start talking about athletics and maybe more people will come
- Don't think community was aware that they wouldn't receive Seaford Avenue funds
Look at Varsity and JV teams riding together in one bus to save money

Closing remarks by the Administration and Board

CLOSING REMARKS

- ◆ In negotiations with 6 bargaining units
- ◆ Process and timeline of receipt of funds from the sale of the Seaford Avenue School was communicated to the public
- ◆ Timeline/subject matter for upcoming budget workshop meetings
- ◆ Hopeful that we will receive more state aid but every year we get less and less
- ◆ Don't want to make cuts but some will be necessary
Everything has to be on the table
- ◆ Big problem is legislators giving our money elsewhere

At 10:27 p.m., a motion was made by Mr. DiBlasio, second by Mr. Kahn, to adjourn the Regular Meeting and enter into Executive Session for the purpose of reviewing the status of ongoing contract negotiations with the UTS and Administrators.

ADJOURN REGULAR MEETING

No Discussion.
All Ayes
Motion Carried.

There being no further business, a motion was made by Mr. DiBlasio, second by Ms. Ruona, to adjourn Executive Session at 11:38 p.m.

ADJOURN EXECUTIVE SESSION

No Discussion.
All Ayes
Motion Carried.

Respectfully submitted,

Carmen T. Ouellette
District Clerk

Bruce A. Kahn
Vice District Clerk