

A Workshop Meeting of the Board of Education, Seaford Union Free School District, was held on Thursday, March 27, 2014, in the All Purpose Room of the Manor Elementary School, 1590 Washington Avenue, Seaford, New York.

PRESENT: Mr. Brian W. Fagan - President
Mr. Richard G. DiBlasio – Vice President
Mr. Bruce A. Kahn – Trustee
Ms. Susan Ruona - Trustee
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 Workshop Meeting. As the first order of business, Board President Brian Fagan led the audience in the Pledge of Allegiance.

OPEN MEETING

None

OPENING REMARKS

Internal Audit Overview presented by Cristina Spinelli, Internal Auditor.
Areas covered:

**PRESENTATIONS
RECOGNITIONS
INTERNAL AUDIT OVERVIEW**

Grants/Grant Process

- Central Administration/Special Education
- Extra-Curricular Classroom Activities
- In depth Cheerleading this year
- Record keeping
- Fine-tuning of audit trail
- No issues – improvement over last year

Technology

- Processes
- Controls
- Business continuity plan
- In process of revising
- Redundancy in systems

Separate computer dedicated for banking for Treasurer
Processes - hiring employees; employees leaving district

- ID Badges
- Keys
- Access/termination to systems, buildings, etc.
- Exit interviews
- Better communication; efficiencies
- No real risk concerns

Questions/Discussions:

Concerns over security – interior/exterior keys
Swipe cards

Amount of money collected should have offset what they were paying

- Shouldn't there be almost a zero balance after trip
- Why should there be that large amount of money left over from a fundraiser for a specific trip
- How those funds should be used; who's discretion

Fundraising

Was \$4,800 given back in cash or checks to the District

Topics covered in Mr. Conboy's Administrative Report dated March 21, 2014, included:

ADMINISTRATIVE REPORT

Memorandum of Agreement with Aides Unit
Appointment of new Assistant Superintendent for Business Elisa Pellati
Budget Planning 2014-2015
Status of State Budget
Update on Harbor Roadway Project agreement with Nassau County
- Need for discussion concerning proper funding of the project
Update on Seaford Avenue School Property
- Still awaiting Town of Hempstead vote - zoning
Possible propositions
- Will probably ask voters in May for permission to fund a repair reserve for the facilities of the District
Purposes for a repair reserve fund
Possible amount of funds to be put in fund.
- Veterans' Tax Exemption – Advisory vote from the community
Board could still vote yes if the community voted no and Board could vote no even if community said yes
It would be a good way to find out how the community feels about this
Would need a public hearing so everyone knows the impact
Board member opinion on holding advisory vote
Discussion continued on the reasons the Board took no action on the Veterans' Tax Exemption, legal requirements concerning the public hearing, possible time frame for such hearing and advertisement of the proposition.

Board Trustee Susan Ruona asked for a future agenda item to discuss the possibility of posting recordings of Board meetings on the District website.

Motion by Mr. Kahn, second by Ms. Ruona, to approve the Budget Transfers, as detailed in the Board's documentation.

BUDGET TRANSFERS

No Discussion
All Ayes
Motion carried.

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

PERSONNEL ACTION REPORT

A. Non-Instructional (dated March 19, 2014):

NON- INSTRUCTIONAL

P-1: POSITION ABOLITION: No Recommended Actions

P-2: POSITION CREATION: No Recommended Actions

P-3: RESIGNATIONS:

1. JANICE MASCIA
Position: Account Clerk
Civil Service Title: Account Clerk
Location: Business Office - Central Administration
Effective Date: July 5, 2014
Reason: Retirement

PERSONNEL (cont'd)

2. LUCILLE MILLER

Position: Teacher Aide
Civil Service Title: Teacher Aide Part-time
Location: Middle School
Effective Date: March 21, 2014
Reason: Retirement

P-4: LEAVES: No Recommended Actions

P-5: TERMINATIONS: No Recommended Actions

P-6: APPOINTMENTS:

1. LINDA BARANELLO

Position: Teacher Aide – Special Ed
Civil Service Title: Teacher Aide – Part-time
Type of Appointment: Part-time
Location: Harbor School
Salary: \$11.71 per hour
Code: 2110-165-00-0000
Reason: Replacement (Lori Provenzano)
Effective Date: Upon fingerprint clearance and approval of her application by the Nassau County Civil Service Commission

2. CORY MCALLISTER

Position: Substitute Teacher Aide
Civil Service Title: Teacher Aide – Part-time Substitute
Type of Appointment: Substitute
Location: District
Salary: \$11.71 per hour
Code: 2110-165-00-0000
Reason: Substitutes Needed
Effective Date: Upon fingerprint clearance and approval of her application by the Nassau County Civil Service Commission

P-7: OTHER:

1. Recommend changing Diane Kaminski's probationary appointment as a Senior Clerk Typist to permanent effective April 15, 2014.
2. Recommend changing Amy Sanderson's title from part-time School Monitor to part-time Teacher Aide effective upon approval of her application by the Nassau County Civil Service Commission.
3. Recommend changing Vita David's title from part-time Teacher Aide to part-time School Monitor effective upon approval of her application by the Nassau County Civil Service Commission.

B. Instructional (dated March 27, 2014):

INSTRUCTIONAL

P-1: POSITION ABOLITION: No Recommended Actions

P-1: POSITION ABOLITION: No Recommended Actions

P-2: POSITION CREATION: No Recommended Actions

PERSONNEL (cont'd)

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:

1. ELISA PELLATI

Position: Assistant Superintendent of Business
Type of Appointment: Probationary
Assignment: Seaford Central Administration
Certification: School District Business Leader
Effective Date: July 1, 2014
Expiration Date: June 30, 2017
Tenure Eligibility: June 30, 2017
Tenure Area: Assistant Superintendent of Business
Salary: As per contract
Reason: To Replace Alan Phillips

P-8: OTHER: No Recommended Actions

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. Kahn, second by Ms. Ruona, to approve acceptance of the determinations of the Preschool Special Education Committee Meetings of: 2/25; 2/26; 3/3; 3/5/14.

CPSE/CSE

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. Kahn, second by Ms. Ruona, to approve the following:

CONTRACTS

1. Recommend the Board of Education approve a Special Services Contract for the 2013-2014 school year for a Seaford special education student attending the Bellmore UFSD, and authorize the Board President to sign this contract.

**BELLMORE SCHOOLS
2013/2014 – SPECIAL
EDUCATION**

2. Recommend the Board of Education approve a Health Services Contract with Plainedge Union Free School District for seventeen (17) Seaford-residing students currently attending Maria Regina School for the 2013-2014 school year, and authorize the Board President to sign this contract. The cost is \$663.31 per student (\$11,276.27).

**CONTRACT – PLAINEGED
UFSD 2013/2014 – HEALTH
SERVICES**

3. Recommend the Board of Education approve a contract with the North Bellmore Union Free School District for one Seaford special education student who attended the Martin Avenue School in North Bellmore during the summer of 2013 at a cost of \$2,187 per student, and authorize the Board President to sign this contract.

**CONTRACT – NORTH
BELLMORE SCHOOLS –
SUMMER 2013 SPECIAL
EDUCATION**

4. Recommend the Board of Education approve a Health Services Contract with Smithtown Central School District for one Seaford-residing student attending Smithtown Christian School for the 2013-2014 school year, and authorize the Board President to sign this contract. The cost is \$861.11.

**CONTRACT – SMITHTOWN
CENTRAL SCHOOL DISTRICT
– 2013/2014 HEALTH
SERVICES**

CONTRACTS (cont'd)

5. Recommend the Board of Education approve a contract with the West Islip School District for one Seaford-residing students attending St. John the Baptist School for the 2013-2014 school year, and authorize the Board President to sign this contract.
6. Recommend the Board of Education approve a contract with the South Huntington School District for twenty-two- (22) Seaford-residing student currently attending St. Anthony's High School in South Huntington for the 2013-2014 school year, and authorize the Board President to sign this contract. The cost is \$17,763.02 (\$807.41 per student).
7. Recommend the Board of Education approve a contract with SCOPE Education Services for the 2014-2015 Before & After School Child Care Program, and authorize the Board President to sign this contract.

**CONTRACT – WEST ISLIP
SCHOOL DISTRICT 2013/2014
SPECIAL EDUCATIONS
SERVICES**

**CONTRACT – SOUTH
HUNTINGTON SCHOOL
DISTRICT 2013/2014 HEALTH
SERVICES**

**CONTRACT – SCOPE
EDUCATION SERVICES
2014/2014 BEFORE/AFTER
SCHOOL**

Mr. DiBlasio asked for an explanation as to how we charge SCOPE for using our buildings and how they charge our parents for the program. Mr. Conboy explained that Board policy requires a 5% increase each year for use of facilities and that it has been a successful program. In response to Mr. DiBlasio's question, Mr. Conboy advised that usage of the program varies among families but would find out what the rates are and get them to Mr. DiBlasio. Mr. DiBlasio went on to speak about SCOPE being a non-profit and that the salaries paid to the employees of SCOPE are high - some six figures – and that he would like to know what those salaries are. Discussion continued on the cost of the SCOPE program compared to other programs and other programs run by SCOPE, amount we charge SCOPE, importance of program to District parents, need in the future to bid this program out for competitive bid, role of Board concerning this contract, and desire to see the salary structure for SCOPE employees. Mr. DiBlasio expressed his concerns that SCOPE may not be cutting and saving to keep costs down and his desire to see how SCOPE is run before approving a contract with them, making sure they are run right, that they are being as fiscally responsible as in his opinion they should be and that they are sacrificing as our staff has done. He advised that he is not talking about the program or the services they are providing but the management and costs that go along with it.

Mr. DiBlasio clarified that he is voting Nay for the SCOPE contract.

Brian Fagan -	Aye
Bruce Kahn -	Aye
Richard DiBlasio -	Nay
Susan Ruona -	Aye
Jeanmarie Wink -	Aye

Motion Carried.

Motion by Mr. Kahn, second by Ms. Ruona, to approve the Employment Agreement between Elisa Pellati, Assistant Superintendent of Business, and the Board of Education of the Seaford Union Free School District. The probationary period for this appointment is July 1, 2014 through June 30, 2017.

**EMPLOYMENT AGREEMENT
ELISA PELLATI**

No Discussion.
All Ayes
Motion Carried.

Mr. Fagan briefly spoke about Ms. Pellati's qualifications, background and memberships in organizations. He also spoke about the team the District has created, our internal Auditor and members of the Audit Committee.

At the Board's request, Ms. Pellati came to the microphone. She thanked the Board and briefly spoke about looking forward to working at Seaford.

Motion by Mr. Kahn, second by Ms. Ruona, to adopt the following resolution:

**SEAFORD AIDES ASSOCIATION -
MEMORANDUM OF AGREEMENT**

BE IT RESOLVED, that the Board of Education hereby approves and ratifies a Memorandum of Agreement with the Seaford Aides Association for a successor collective bargaining agreement, and authorizes the Superintendent of Schools to execute a formal collective bargaining agreement on terms reflected in such Memorandum of Agreement.

Mr. Fagan thanked Lori DiGiulio and her team for negotiating with him and Mr. Kahn and for taking the time to meeting with them.

No Discussion.
All Ayes
Motion Carried.

Motion by Mr. Kahn, second by Ms. Ruona, to approve the high school's request for a field trip to Six Flags in Jackson, New Jersey on Friday, May 23, 2014 to participate in Physics Day.

FIELD TRIPS

No Discussion.
All Ayes
Motion Carried.

Budget Planning for 2014-2015 - Revenues and Program Cuts. Areas covered:

**WORKSHOP TOPIC: BUDGET
PLANNING
2014/15 - REVENUES AND
PROGRAM CUTS**

2014-2015 Budget

Revenues

Incomplete picture

Increases/Decreases in budget line

Summary of the following:

- Program Component
- Athletics Presentation
- Administrative Component
- Technology Presentation
- Capital Component
- Benefits Presentation

Governor Cuomo's State Aid Version

Gap Elimination Adjustment

Revised Tax Levy Limit 1.55%

Finding Revenue: Where to look?

- State Aid
- Breakage
- Use of Compensated Absence Reserve
- Potential increase in State Aid
- Tuition – out of district students
- School Lunch

Budget = Revenue

BUDGET PLANNING (cont'd)

Where Do We Stand as of March 27, 2014

- Current Gap - \$1,531,738
- Mandated vs. non-mandated programs

Possible Reductions: All Painful Discussions

- Full Day to ½ Day Kindergarten
- Move to 8 Period Day at Middle School
- Impact of loss of 9th period
Over 7 teaching positions; least senior teachers let go (could be a high school teacher(s))
- Move to 8 Period Day at High School

Middle School Principal Daniel Smith briefly spoke about the impact of cuts made in past years and impact of any future cuts to an already skeletal budget

Discussion:

- Upgrade food quality of school lunch
- Raising price - \$.25 or \$.50 per lunch
- Impact if full \$1.5 million must be made up
- Need for updated fund balance projection
- Prior year expenditures
- Continuation of having one season of inter-scholastic Middle School sports
- Possible future financial liability/impact of eliminating Department Chairs
- Need to set an additional meeting to discuss budget
- State aid runs due out next week
- Plan for additional Board Meeting on Monday, April 7th in Manor AP Room
- Make some decisions tonight
- Concern over adding unnecessary stress on staff until we know the whole story
- Need to have a teacher in a study hall; can you have an aide
- Cuts made in creating this budget
- Other options for reductions
Increase in class size; keep 9th period
Cut some extra-curriculars

Decisions

- Use \$80,000 from reserve for ERS
- It was agreed to increase the price of school lunch by \$.25 per meal
Discussion concerned usage of monies and placement in C Fund
Expect an increase of \$50,000 from sale of lunches

We will hang on for as long as we can; we continue to fight

Town of Hempstead needs to vote on Seaford Avenue School property

Discussion concerning keeping one season of Middle School sports and looking at Junior Varsity sports

April 7th meeting target to finalize budget

Board Trustee Richard DiBlasio announced that he would not be running for re-election this May. He also spoke about his nine years on the Board and thanked everyone

Board President Brian Fagan announced that he would be running for re-election in May.

It was announced that anyone interested in running for the Board should see the District Clerk to pick up a candidate packet.

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

PUBLIC COMMENTS

- Upset that the Board voted \$40,000 for time clocks; community did not want it
- Where/when can the public see the State Aid run
- Use of NovaTime System in the Town of North Hempstead has saved on extra time for everyone handling papers, eliminated errors and has saved thousands of dollars
- Please consider changing date of April 7th meeting; two PTA meetings that night
- Feel cost of time clocks going forward will be more than \$40,000; think it was a big mistake

Closing remarks by the Administration and Board

CLOSING REMARKS

- ◆ Need to move forward as a District

At 10:38 p.m., a motion was made by Mr. Kahn, second by Ms. Ruona, to adjourn the Workshop Meeting and enter into Executive Session for the purpose of discussing UTS negotiations and the Superintendent's contact.

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 12:28 a.m. on Friday, March 28, 2014.

ADJOURN EXECUTIVE SESSION

No Discussion.
All Ayes
Motion Carried.

Respectfully submitted,

Carmen T. Ouellette
District Clerk

Bruce A. Kahn
Vice District Clerk