

A Regular Meeting of the Board of Education, Seaford Union Free School District, was held on Wednesday, October 8, 2025, in the Manor Elementary School All-Purpose Room, 1590 Washington Avenue, in Seaford, New York.

PRESENT: Ms. Trisha Matulewicz - Vice President
Mr. Jimmy Chwe – Trustee
Ms. Heather Umhafer - Trustee
Ms. Melissa Whidden - Trustee
Matthew Kind- Ex-Officio Student Member

ABSENT: Ms. Lisa Herbert – President
Michael Kofod – Alternate Ex-Officio Student Member

ALSO PRESENT:

Dr. Adele V. Pecora
Dr. Sheena Jacob
Dr. Alison Offerman-Celentano
Ms. Rhonda Meserole, CPA
Ms. Mary Anne Sadowski – Attorney

At 6:37 p.m., the Vice President of the Board of Education opened the Regular Meeting. Ms. Matulewicz then advised that she needed a motion to adjourn the public portion of the meeting and convene an executive session for the purpose of discussing the employment history of a particular employee, contract negotiations with the CSEA, legal matters and particular student matters.

OPEN MEETING

A motion was made by Ms. Umhafer, second by Mr. Chwe, to adopt the following resolution:

MOTION FOR EXECUTIVE SESSION

RESOLVED, that the Board of Education of the Seaford Union Free School District enter into executive session for the purpose of discussing the employment history of a particular employee, contract negotiations with the CSEA, legal matters and particular student matters and upon completion of discussion respecting the foregoing to return to open session.

No Discussion.
All Ayes.
Motion Carried.

Executive Session concluded at 7:30 p.m.

EXECUTIVE SESSION ENDS

At 7:38 p.m., the Vice President of the Board of Education re-opened the Public Session. As the first order of business, Board Vice President Trisha Matulewicz led the audience in the Pledge of Allegiance.

RE-OPEN PUBLIC SESSION

No Discussion.
All Ayes.
Motion Carried.

Ms. Matulewicz advised that they would be changing the order of the agenda a bit to allow our External Auditors, PK O'Connor Davies, to give their presentation first

OPENING REMARKS

Areas covered in Partner In-Charge, Mr. Robert Daniele, presentation of the External Audit for year ending June 30, 2025:

PRESENTATION

Thank you to Superintendent Dr. Adele Pecora, Rhonda Meserole, Assistant Superintendent for Business & Operations and the Audit Committee

**EXTERNAL AUDITORS
PK DAVIES O'CONNOR**

Audit Process began in June

- Preliminary work
- Look at internal controls
- Test your payroll, claims, bid process, cash receipts

Came back in August where we drilled down on specific account analysis

- Take that information, crunch numbers and put together the financial statement
- Based on those numbers and statements we render an opinion based on those financial statements and those results
- We issued an unmodified opinion, often known as a clean opinion – the highest level of assurance that a company can receive

From financial perspective, the School District is financially strong

- It did have some revenues that exceeded the budget; nothing significant – less than 1%
- It had some expenditures savings throughout all categories which allowed the district to put some money into reserves
- Reserves allow the school district to maintain a good bond rating – a Aa2

AUDIT REPORT PRESENTATION (cont'd)

District had a really good year but urge caution as there will be challenges in the future as costs continue to escalate

The District does do long-term planning, has a conservative budget process, a commitment to fund reserves and to maintain a quality education

Thank you to the Business Office for their cooperation and assistance during the audit process

Rhonda Meserole spoke thanked Treasurer Steven Arnone and Audit Committee Chair Nick Dimola on their work related to the audit.

Areas covered in Matthew Kind's report:

Reminder two important events coming up

- October 18th - Homecoming
- October 23rd - Newsday Marching Band Festival – excited to see how they do this year; they have always represented Seaford so well

Topics covered in Dr. Pecora's Administrative Report dated October 3, 2025 included:

Car Show this past weekend at the High School which was sponsored by the District and the Bongiorno Family who have been extremely generous in awarding scholarships to our students

- The event raised close to \$10,000 that will go back to our students
- Thank you to the Bongiorno Family for all they do to support our students

Thank you, Nicole Schnabel, Russ Costa and Don Barto,

Audit Report

- It takes a whole village to be able to have the financial strength that we do
- Thank you, Steve Arnone,
- Wonderful that the Board has supported so many wonderful initiatives in the district that is supported by a strong foundation of financial planning

2025/2026 SUPERINTENDENT'S GOALS:

MISSION STATEMENT:

The Seaford Union Free School District's purpose is to provide our students with an innovative educational program that will empower students to develop their academic and social skills while becoming learners and leaders who create a better present and future in a democratic society.

TEACHING AND LEARNING

Board of Education Goal #1: Provide a dynamic, inclusive, and innovative learning environment that promotes and supports the academic growth of Seaford Scholars so that they may realize their full potential while becoming responsible and productive citizens.

Superintendent's Goals:

- Continue to support a strong administrative team and together we will collaborate to monitor and improve our educational programs so that all Seaford Scholars (K-12) receive instruction that addresses individual learning needs, fosters innovation and raises academic achievement
- Analyze and evaluate assessment data to target instruction and elevate student performance on summative examinations
- Work with the Human Resources, Pupil Personnel Services, Curriculum and Technology departments to further enhance teaching and learning through new professional development opportunities with a focus on the new elementary math program, and ICT strategies throughout the district
- Recruit, develop and retain high-quality educators and staff by investing in meaningful professional development, promoting staff wellness and fostering a culture of collaboration, innovation and continuous improvement
- Collaborate with the Seaford Scholar Committee to advance the Seaford Scholar Profile initiative
- Established systems and protocols that allow for the constructive use of artificial intelligence by students and faculty to cultivate technological literacy and enhance learning

SOCIAL EMOTIONAL LEARNING & SAFETY

Board of Education Goal #2: Promote a safe, secure, and nurturing environment of belonging that proactively supports the physical, social, and emotional needs of all students.

**EX-OFFICIO STUDENT
MEMBER REPORT**

**ADMINISTRATIVE
REPORT**

**PRESENTATION
2025/2026
SUPERINTENDENT'S
GOALS**

SUPERINTENDENT'S GOALS (cont'd)

Superintendent's Goals:

- Work collaboratively with students' families and the community to foster and maintain a safe environment for students in which there are more opportunities to develop positive relationships, healthy behaviors and wise choices
- Continue to incorporate our SEL Programs (Lion's Quest, Growth Mindset, Innovators Mindset, Habits of Mind, RULER) independent and inclusive of the Seaford Scholar Profile
- Work with the District Health and Safety Committee as well as the Nassau County Police Department to continuously evaluate protocols and structures that will ensure that our campuses are safe and secure learning environments
- Implement the District Behavior Threat Assessment and Management Team and continue to institute proactive measures to support the mental health of our students
- Continue to support our partnership with Northwell and community organizations
- Work with BOCES and our Technology Department to safeguard our district's digital network

FINANCIAL

Board of Education Goal #3: Create a fiscally responsible and operationally efficient budget that maintains and enhances the integrity of all programs.

Superintendent's Goals:

- Develop a physically conservative budget that stays within the tax cap, and enhances Seaford's programs while aligning with the community's financial and educational expectations
- Work with the Assistant Superintendent for Business and Operations on developing budgeting strategies that include prudent spending and targeted saving. The focus is to maintain financial solvency and minimize fiscal stress
- Support the Assistant Superintendent for Business and Operations in creating a plan to build our reserves which will enable the district to self-fund some capital projects

COMMUNICATION

Board of Education Goal #4: Maintain and enhance communication systems that ensure the open flow, transparency, and accessibility of information with all stakeholders.

Superintendent's Goals:

- Continue to improve the district communication systems to ensure effective sharing of information with students, parents, staff, and the community, particularly focusing on advancing the use of Parents Square and publicizing Viking POPS videos
- Enhance the robustness of the district website and advance the branding of the Seaford UFSD logos

OPERATIONS AND FACILITIES

Board of Education Goal #5: Create and maintain a modern and competitive campus to enhance opportunities and foster growth for all Seaford Scholars.

Superintendent's Goals:

- Monitor the construction projects that are scheduled for implementation in 2025-26
- Create long-term plans for additional capital projects to ensure the beautification and functionality of our campuses, including the replacement of our roofs and inclusive instructional spaces

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

No Discussion.

All Ayes.

Motion Carried.

**CONSENT AGENDA
ITEMS 5.A-D.
(detailed below)**

Motion by Ms. Umhafer, second by Mr. Chwe, to approve the Board of Education Minutes of the September 10, 2025 Regular Meeting.

No Discussion.

All Ayes.

Motion Carried.

MINUTES

CONSENT AGENDA (cont'd)

Motion by Ms. Umhafer, second by Mr. Chwe, to acknowledge acceptance for audit of the Treasurer's Report dated July 31, 2025.

**TREASURER'S
REPORTS**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to acknowledge acceptance for audit of the Extracurricular Fund Activity Report dated July 31, 2025.

**EXTRACURRICULAR
FUND ACTIVITY REPORT**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to acknowledge acceptance for audit of the Revenue Status Report dated July 31, 2025.

**REVENUE STATUS
REPORT**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to acknowledge acceptance for audit of the Budget Status Report dated July 31, 2025.

**BUDGET STATUS
REPORT**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to acknowledge acceptance for audit of the Budgetary Transfer Report dated July 31, 2025.

**BUDGETARY TRANSFER
REPORT**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to acknowledge acceptance for audit of the Treasurer's Report dated August 31, 2025.

**TREASURER'S
REPORTS**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to acknowledge acceptance for audit of the Extracurricular Fund Activity Report dated August 31, 2025.

**EXTRACURRICULAR
FUND ACTIVITY REPORT**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to acknowledge acceptance for audit of the Revenue Status Report dated August 31, 2025.

**REVENUE STATUS
REPORT**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to acknowledge acceptance for audit of the Budget Status Report dated August 31, 2025.

**BUDGET STATUS
REPORT**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to acknowledge acceptance for audit of the Budgetary Transfer Report dated August 31, 2025.

**BUDGETARY TRANSFER
REPORT**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to accept the recommendation to approve the Personnel Action Report - Instructional:

**PERSONNEL ACTION
REPORT**

A. Instructional (dated October 8, 2025):

INSTRUCTIONAL

P-1: POSITION ABOLITION: No Recommended Actions

P-2: POSITION CREATION: No Recommended Actions

P-3: RESIGNATIONS: No Recommended Actions

CONSENT AGENDA – INSTRUCTIONAL PERSONNEL (cont'd)

P-4: LEAVES:

1. JACKLYN HOFFMAN
Position: Special Education Teacher - Elementary
Assignment: Seaford Manor School
Effective Date: September 30, 2025
Sick Leave: September 30, 2025 – October 22, 2025
Leave Without Pay: N/A
Expiration Date: October 22, 2025
FMLA: September 30, 2025 – December 23, 2025
(A.M.)
Reason: Medical Leave

P-5: TERMINATIONS: No Recommended Actions

P-6: TENURE APPOINTMENTS: No Recommended Actions

P-7: APPOINTMENTS: No Recommended Actions

P-8: OTHER: No Recommended Actions
No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to accept the recommendation to approve the Personnel Action Report – Non-Instructional:

**PERSONNEL ACTION
REPORT**

A. Non-Instructional (dated October 8, 2025):

NON-INSTRUCTIONAL

P-1: POSITION ABOLITION: No Recommended Actions

P-2: POSITION CREATION: No Recommended Actions

P-3: RETIREMENTS: No Recommended Actions

P-4: RESIGNATIONS: No Recommended Actions

P-5: TERMINATIONS: No Recommended Actions

P-6: APPOINTMENTS:

1. GABRIELA EVOLA
Position: Teacher Aide Full Time
Civil Service Title: Teacher Aide Full Time
Type of Appointment: Probationary
Location: Seaford Manor School
Salary: \$33,150 (prorated)
Reason: To Meet District Needs
Effective Date: October 9, 2025
2. FRANK BITETTO
Position: Teacher Aide Part Time
Civil Service Title: Teacher Aide Part Time
Type of Appointment: Part Time
Location: Seaford Manor School
Salary: \$16.50
Reason: Changing from Substitute Teacher Aide
Part Time to Teacher Aide Part Time
Effective Date: October 9, 2025
3. CARMEN QUELLETTE
Position: School District Clerk
Civil Service Title: School District Clerk
Type of Appointment: Part Time
Location: Central Administration
Salary: \$35,000 prorated
Reason: To Meet District Needs
Effective Date: October 21, 2025

P-7: LEAVES: No Recommended Actions

P-8: OTHER:

- a. Recommend the Board of Education rescind the appointment of Gabriela Evola as a Teacher Aide Part-time as approved at the September 10, 2025 Board of Education Meeting.
No Discussion.
All Ayes.
Motion Carried.

CONSENT AGENDA (cont'd)

Motion by Ms. Umhafer, second by Mr. Chwe, to approve acceptance of the determinations of the Special Education Committee Meetings of:

CSE

School Year 2025-2026:
9/8/25, 9/15/25, 9/26/25

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to approve acceptance of the determinations of the Preschool Special Education Committee Meetings of:

CPSE

School Year 2025-2026:
9/30/25

No Discussion.
All Ayes.
Motion Carried.

None

RESIDENTS' COMMENTS

All correspondence has received a response

CORRESPONDENCE

Motion by Ms. Umhafer, second by Mr. Chwe, to approve Agenda Item 8. A.

**AGENDA ITEM 8. A.
(CONTRACTS)**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to accept a donation from Trisha Matulewicz of a two-channel DJ audio mixer kit for use in Tech Ed/Music at the High School.

DONATION

Trisha Matulewicz - No Discussion.
Jimmy Chwe - Abstain
Heather Umhafer - Aye
Melissa Whidden - Aye
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to approve Agenda Items 8.A. 1-3, as amended.

**AGENDA ITEM 8.A. 1-3
CONTRACTS
(DETAILED BELOW)**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to approve an Employment Agreement between Carmen Ouellette (District Clerk) and the Seaford UFSD and authorize the Board President to sign this Agreement.

**EMPLOYMENT
AGREEMENT 2025/2026
CARMEN OUELLETTE**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to approve a skilled nursing services agreement between Seaford UFSD and Christian Nursing Registry, Inc. for the 2025-2026 school year and authorize the Board President to sign this agreement.

**CONTRACT 2025/2026
CHRISTIAN NURSING
REGISTRY**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to approve an Employment Agreement between Ana Scicutella and the Seaford UFSD and authorize the Board President to sign this Agreement.

**EMPLOYMENT
AGREEMENT 2025/2026
ANA SCICUTELLA**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to approve the disposal request on September 25, 2025, of a broken Television and VCR at Seaford High School.

**OBSOLETE ITEMS
HIGH SCHOOL**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to approve the High School's field trip request for the 11th grade students to see the Great Gatsby on Broadway in NYC on February 5, 2026.

**FIELD TRIP
HIGH SCHOOL**

No Discussion.
All Ayes.
Motion Carried.

Motion by Ms. Umhafer, second by Mr. Chwe, to adopt the following resolution:

WHEREAS, Seaford UFSD currently maintains two scholarship accounts known as Seaford Basketball Alumni Scholarship (\$29.36) and Bill Nieman Softball Scholarship (\$4.67), and

WHEREAS, both of these accounts have fulfilled their original scholarship purposes and currently hold only interest earnings with no ongoing contributions or disbursements anticipated, and

WHEREAS, the District seeks to ensure the efficient and effective use of all scholarship funds in accordance with applicable financial policies and regulations, and

WHEREAS, the Board of Education has determined it to be in the best interest of the District to close the aforementioned scholarship accounts and transfer the remaining balances to the District's High School Donation account, which will continue to support student scholarships in a manner consistent with the original intent of providing financial support to graduating students;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Seaford UFSD hereby authorizes the closure of the Seaford Basketball Alumni Scholarship and Bill Nieman Softball Scholarship accounts; and

BE IT FURTHER RESOLVED, that the District Treasurer is hereby directed to transfer any and all remaining interest or funds from these accounts into the High School Donation account, to be used for future student scholarship awards; and

BE IT FURTHER RESOLVED, that the Board acknowledges and affirms that this action aligns with the fiduciary responsibilities of the District and the overarching goal of supporting student achievement and post-secondary success.

Trisha Matulewicz - Aye
Jimmy Chwe - Aye
Heather Umhafer - Aye
Melissa Whidden - Aye
Motion Carried.

No Discussion.

None

DISCUSSION ITEMS

Closing remarks by the Administration and Board

CLOSING REMARKS

- ◆ Thank you to PK O'Connor Davies for coming the distance to give our Audit Report
- ◆ Special thank you to Rhonda Meserole, Steve Arnone and the whole Business Office for their efforts to achieve that unmodified opinion; that's no small feat especially when there is turnover
Thank you to everyone involved.
- ◆ We wanted to thank everyone here and the community for their help, support and prayers for our Board President Lisa's son, Charlie In Seaford, when one of us hurts we all hurt; just very appreciate of all the support that has been shown
- ◆ Look forward to seeing everyone at Homecoming

There being no further business, a motion was made by Ms. Umhafer, second by Mr. Chwe, to adjourn the Regular Meeting at **8:03 p.m.**

ADJOURN REGULAR MEETING

No Discussion.
All Ayes.
Motion Carried.

Respectfully submitted,

Heather Umhafer
Vice District Clerk