

**Northport-East Northport UFSD Board of Education Regular Meeting - William J. Brosnan School
(Thursday, September 22, 2016)**

Generated by Beth M Nystrom on Tuesday, September 27, 2016

Members present

David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Also present

Mr. Robert Banzer, Superintendent of Schools
Ms. Kathleen Molander, Assistant Superintendent for Business
Ms. Irene McLaughlin, Assistant Superintendent for Human Resources
Mr. Matthew Nelson, Assistant Superintendent for Student Services, Technology, and Assessment
Dr. Dana Boshnack, Assistant Superintendent for Teaching and Learning
Ms. Diana Cannino, Ingerman Smith, LLP, Board Counsel

1. CALL TO ORDER - President Rapiejko called the meeting to order at 6:07 p.m. in the Board Conference Room.

2. IF NECESSARY, THE CHAIR MAY ENTERTAIN A MOTION TO ENTER INTO EXECUTIVE SESSION: Note - It is anticipated that the Board will meet in public at 6:00 p.m. in the Board Conference Room to act upon a resolution, upon majority vote, to immediately convene into Executive Session to discuss matters pertaining to the employment history of particular persons, and matters pertaining to contract negotiations.

Motion by David Stein, second by Jennifer H Thompson

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

At 7:17 p.m., the Board reconvened in Public Session in the cafeteria.

3. Mr. Rapiejko led those present in the **PLEDGE OF ALLEGIANCE**; and

4. Pointed out the **EMERGENCY EXITS**.

5. APPROVAL OF MINUTES

Action: 5.01 Minutes

Recommendation to approve the following minutes:

5.01.1 August 25, 2016 - Regular Meeting

Motion by Jennifer H Thompson, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

6. STUDENT AND STAFF RECOGNITION/ANNOUNCEMENTS FROM THE SUPERINTENDENT OF SCHOOLS

Presentations: 6.01 Accomplishments of Staff and Students

6.01.1 Dr. Patricia Schmitt, Chairperson English Language Arts K-12, introduced Ceylan Swenson, English Language Arts Department Student of the Month

Dr. Schmitt stated that Ceylan's performance in the field of English, academic aspirations, service to community, and scholarship reflect her commitment to the study of English Language Arts and her impressive leadership skills. Her academic excellence, passion for reading, writer's craft, and her desire to use her talents and time to enhance the lives of others identify her as a role model and inspiration for her peers. Ceylan's academic history demonstrates the level of rigor in her academic program and her outstanding achievements in these challenging courses. Ceylan demonstrated her talents as a fiction writer as well as a historiographer in her exquisitely crafted "The She-Wolf's Cage", a story set in the 1400's.

Ceylan balances her intense academic schedule with her extra-curricular activities and humanitarian service. She is a member of Grandfriends, holds an office in the Marching Band and serves as Editor-in-Chief for both the school newspaper and the art and literary publication.

Ceylan's aspirations for her future include attending college in pursuit of a degree in communications. Her dream schools include Sarah Lawrence and Wesleyan University where she plans to explore the fields of journalism, library media studies, and anything that involves reading and writing.

President Rapiejko and Superintendent Banzer congratulated Ceylan on her fine accomplishments and presented her with a commendation from the Board.

Information: 6.02 For Information: Upcoming Meetings

President Rapiejko reviewed the upcoming meetings of September 28th, October 6th, October 19th, November 3rd and November 17th.

7. COMMUNICATIONS - Please Note: This is the opportunity for persons who had written letters to the Board to speak to the Board regarding the issues raised in their communications. Speakers are asked to keep their comments brief, and to speak for no longer than 5 minutes.

Discussion: 7.01 Communications to the Board

There were no communications to the Board requiring Board action.

8. PUBLIC COMMENT/PARTICIPATION - Please Note: Community members are invited to share their questions, comments, or concerns with the School Board. When speaking, citizens should state their name and address for the record and limit their presentation to 5 minutes. Where possible, the Board will answer factual questions immediately. A written response may be provided when information is not available. If a response would involve discussion of Board Policy or decisions which might be of interest to citizens not present at the meeting, the Board may place the item on a future meeting agenda.

<u>Name</u>	<u>Comment</u>
Rachel Friedman Parent	Commended the District for the handling of the situation with the robbery on Larkfield Road and stated that parents had a lot of concerns and questions, were looking for information online and that a ConnectEd phone call should have gone out. Ms. Friedman inquired about who was in charge of the security department since Mr. Briggs resigned and if the District had an emergency management plan.

Mr. Banzer stated that Mr. Briggs resigned in June and there was a security person in charge until the beginning of September. The District is currently putting out an RFP seeking information from firms that may be interested in assessing the District's security department. Mr. Banzer reviewed the events that took

place regarding the criminal activity on Larkfield Road. Mr. Banzer stated that the safety and welfare of students and staff are first and foremost and that the priority was to make sure students were safe and secure. With the information the District had Bellerose Avenue School, Dickinson Avenue School, Pulaski Road School, East Northport Middle School and the high school were placed on modified lockouts where all students were brought inside. Mr. Banzer stated that most of the elementary schools had already released and East Northport Middle School was in the dismissal process. At approximately 4:20 p.m. the District received an all clear from the Suffolk County Police Department and they felt that the District could return to normal. Once the situation was assessed a communication was then sent out the public. Mr. Banzer stated that after reviewing the situation there are some things that can be improved upon, making sure that communication is more timely.

9. SPECIAL REPORTS

Presentations: 9.01 Presentation of the English Language Arts Department Instructional Initiatives - Dr. Patricia Schmitt, Chairperson English Language Arts K-12, presenting

9.01 Dr. Patricia Schmitt, Chairperson of English Language Arts K-12, presented the English Language Arts Department Instructional Initiatives.

Dr. Schmitt reviewed the 2015-2016 English Language Arts Instructional Initiatives which included implementing newly created and revised curricular units for the 7th-9th grades; exploring technologies and methodologies that support the writing process and enhance information provided to parents; and using data collected from on-demand writing, writing portfolios, and NWEA to target instruction. The 2016-2017 English Language Arts Instructional Initiatives are to explore the use of electronic tools and strategies to increase collaboration and feedback, increase the use of meaningful formative assessment, and research and implement effective practices to encourage reflective learners and mastery learning.

Dr. Schmitt reviewed the 2015-2016 Library Media Instructional Initiatives which included developing digital collections to support project-based learning, expanding and communicating the importance of digital citizenship, and implementing full-day kindergarten curriculum. The 2016-2017 Library Media Instructional Initiatives are to collaborate with content area teachers to integrate information skills, and to expand the use of rubrics for assessing library media skills.

Dr. Schmitt compared the number of students which were not tested from 2014-2016. In 2014 the number of students not tested was 230, in 2015 the number was 1,536, and in 2016 the number was 1,743.

There was a brief discussion regarding the number of students who took the AP and IB exams, State assessments and NWEA, summer reading assignments, and parent access to portfolios.

The Board thanked Dr. Schmitt for her very informative report.

Superintendent Banzer announced that the Northport Tiger Marching Band will be performing at Citifield tomorrow evening before the Mets game. Mr. Banzer congratulated the girls' volleyball team on their exciting win. Homecoming weekend was a great success and the 2016 class was inducted into the Athletic Hall of Fame.

10. SUPERINTENDENT'S REPORT, GENERAL - FOR BOARD ACTION

Action: 10.01 Personnel Actions Report
Recommendation to approve the Personnel Actions Report

Motion by Lori McCue, second by Jennifer H Thompson
Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Allison C Noonan, Andrew Rapiejko, Regina Pisacani, Jennifer H Thompson, Tammie Topel

Abstain: Donna McNaughton

Not present at Vote: Tammie Topel

President Rapiejko announced the retirement of Diana McKenna, Lead Food Service Worker Pulaski Road School

Action: 10.02 Policies - Second Read

Recommendation to receive for a second read and adopt the following policies:

10.02.1 Policy #4730 "Homework" (replaces policy #6154 "Homework")

10.02.2 Policy #6830 "Expense Reimbursement" (replaces policy #3362 "Reimbursement")

10.02.3 Policy #8410 "Student Transportation Services" (replaces policy #3541 "Transportation")

10.02.4 Policy #8520 "Free and Reduced Price Food Services"

10.02.5 Policy #9170 "Meals and Refreshments" (replaces policy #9170 "Food Purchased for District Meetings and Functions")

Motion by Jennifer H Thompson, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 10.03 Foreign Travel

Recommendation to approve request for foreign travel for students to countries outside of the United States during the 2016-2017 school year:

- Ireland (February 17, 2017 - February 26, 2017)

Motion by David Badanes, second by Jennifer Thompson

There was a discussion on the information provided to the Board regarding the trip to Ireland. Trustee Stein requested that the Board receive additional information regarding what is provided to the parents of the students about the trip and security-related questions before the Board makes a decision. Several trustees expressed concerns over the costs that may be incurred if the approval of the trip is delayed. It was suggested that the Board postpone voting on the trip until the Special Meeting of the Board of Education on Wednesday, September 28th.

Recommendation to table item 10.03 until the September 28th Special Meeting of the Board of Education

Motion by Jennifer H Thompson, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

No: David Badanes, Lori McCue

11. SUPERINTENDENT'S REPORT, FINANCIAL - FOR BOARD ACTION

Action: 11.01 Horizon Healthcare Staffing

Recommendation to approve a Supplementary Education Services Agreement between the Northport-East Northport Union Free School District and Homecare Therapies dba Horizon Healthcare Staffing

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.02 Natural Support Inc

Recommendation to approve an Agreement between the Northport-East Northport Union Free School District and Natural Support Inc. for staff development (Spec. Ed.)

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.03 Treasurer's Report and Monthly Summary of Receipts and Disbursements

Recommendation to approve the Treasurer's Report and Monthly Summary of Receipts and Disbursements

11.03.1 Treasurer's Report for the period June 1, 2016 - June 30, 2016

11.03.2 Monthly Summary of Receipts and Disbursements for June 2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.04 Schedule of Investments

Recommendation to approve the Schedule of Investments as of June 30, 2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.05 Collateral Schedule

Recommendation to approve the Collateral Schedule as of June 30, 2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.06 Bank Reconciliation

Recommendation to approve the Bank Reconciliation Report for the Month Ended June 30, 2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.07 General Fund Projected Cash Flow Statement

Recommendation to approve the General Fund Projected Cash Flow Statement for the year ending 2015-2016, Actual Data July 1, 2015 - June 30, 2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.08 Monthly Revenue and Budget Status Report - School Lunch Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - School Lunch Fund for the Month Ending June 30, 2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.09 Monthly Revenue and Budget Status Report - Special Aid Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - Special Aid Fund for the Month Ending June 30, 2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.10 Monthly Revenue and Budget Status Report - General Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - General Fund for the Month Ending June 30, 2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.11 Monthly Revenue and Budget Status Report - Capital Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - Capital Fund for the Month Ending June 30, 2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.12 School Lunch Profit and Loss

Recommendation to approve the School Lunch Profit and Loss Statement for the month ending June 30, 2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.13 Quarterly Trial Balance Report for All District Funds

Recommendation to approve the Quarterly Trial Balance Report for All District Funds for the fiscal school year 2015-2016

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.14 Transfer of General Funds

Recommendation to approve Transfer of General Fund Appropriations in the 2016-2017 fiscal year

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.15 Transfer of Special Aid Fund

Recommendation to approve Transfer of Special Aid Fund Appropriations in the 2016-2017 fiscal year

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.16 Corrective Action Plans

Recommendation to approve the following Internal Audit Corrective Action Plans

11.16.1 Internal Audit Risk Assessment Update Report for the Period Ending December 31, 2016
Corrective Action Plan

11.16.2 Internal Audit Report on Capital Asset Procedures 2015-2016 Fiscal Year Corrective Action Plan

11.16.3 Internal Audit Report on Procurement and Claims Processing 2015-2016 Fiscal Year Corrective
Action Plan

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

Action: 11.17 EPC Resolution

Recommendation to approve the following resolution declaring the findings of the School District with respect to the proposals received for tax-exempt financing of the School District's Energy Performance Contract with Johnson Controls, Inc. and making certain other determinations in connection herewith:

RESOLUTION OF THE NORTHPORT-EAST NORTHPORT UNION FREE SCHOOL DISTRICT, NEW YORK (THE "SCHOOL DISTRICT") DECLARING THE FINDINGS OF THE SCHOOL DISTRICT WITH RESPECT TO THE PROPOSALS RECEIVED FOR THE TAX-EXEMPT FINANCING OF THE SCHOOL DISTRICT'S ENERGY PERFORMANCE CONTRACT WITH JOHNSON CONTROLS, INC. AND MAKING CERTAIN OTHER DETERMINATIONS IN CONNECTION THEREWITH.

"THE BOARD OF EDUCATION OF THE NORTHPORT-EAST NORTHPORT UNION FREE SCHOOL DISTRICT, SUFFOLK COUNTY, NEW YORK, HEREBY RESOLVES (by a majority vote of all the members of said Board) AS FOLLOWS:

Section 1. The Board of Education of the Northport-East Northport Union Free School District (the “School District”) has received proposals from firms to provide financing for the energy performance contract that the School District has heretofore entered into with Johnson Controls, Inc. (the “Agreement”).

Section 2. Following a discussion of the Board of Education of the School District, and based upon the written recommendation received from Munistat Services, Inc., the School District’s Financial Advisor, it is hereby determined that the proposal of Banc of America Public Capital Corp, or one of its affiliates (the “Lessor”), reflecting tax-exempt financing at an interest rate of 3.20% over a term of 18 years which represents the lowest responsible proposal in the best interest of the School District, is hereby accepted subject to the negotiation of a lease purchase agreement approved by counsel.

Section 3. The President of the Board of Education, the Vice President of the Board of Education, the Superintendent of Schools and/or the Assistant Superintendent for Business (collectively the “Authorized Representatives” and individually, the “Authorized Representative”) acting on behalf of the School District and with the advice of counsel, are hereby authorized to negotiate, enter into, execute, and deliver one or more lease purchase agreements (the “Equipment Lease”) with the Lessor. The Authorized Representatives are hereby further authorized with the advice of counsel to negotiate, enter into, execute, and deliver such other documents relating to the Equipment Lease (including, but not limited to, escrow agreements) as the Authorized Representatives deem necessary and appropriate. All other related contracts and agreements necessary and incidental to the Equipment Lease are hereby authorized, and such documents shall be filed in the office of the District Clerk and made available for public inspection.

Section 4. The aggregate original principal amount of the Equipment Lease shall not exceed the \$12,965,659 and shall bear interest as set forth in the Equipment Lease and shall contain such options for prepayment as set forth therein.

Section 5. The School District’s obligations under the Equipment Lease shall be subject to annual appropriation or renewal by the Board of Education of the School District as set forth in each Equipment Lease and the School District’s obligations under the Equipment Lease shall not constitute a general obligation of the School District or indebtedness under the Constitution or laws of the State of New York.

Section 6. The proceeds of the Equipment Lease may be applied to reimburse the School District for expenditures made after the effective date of this resolution for the purpose for which said proceeds are authorized, or on or prior to such date if the Board of Education of the School District has adopted a prior statement of intent to issue bonds for such purpose. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 7. The Lessor has notified the School District that it intends to (a) assign the Equipment Lease as follows: (i) initially 67.424% to New York Green Bank, a division of the New York State Energy Research & Development Authority and (ii) initially 32.576% to Signature Public Funding Corp. (collectively the “Assignees”), and (b) serve as initial Lease Servicer under the Equipment Lease as more particularly set forth in the Equipment Lease, and the Board of Education hereby authorizes, approves and consents to the assignment of the Equipment Lease to the Assignees and authorizes the Authorized Representatives to execute such documents necessary to confirm such consent and effectuate said assignment.

Section 8. The Authorized Representatives are hereby authorized to take any and all other actions necessary in connection with the Agreement, the Equipment Lease, and all matters related thereto.

Section 9. The Resolution adopted by the Board of Education on June 20, 2016 entitled “*Resolution of the Northport-East Northport Union Free School District, New York (the “School*

District”) declaring the findings of the School District with respect to the proposals received for the tax-exempt financing of the School District’s energy performance contract with Johnson Controls, Inc. and making certain other determinations in connection therewith” is hereby rescinded.

Section 10. This resolution shall take effect immediately."

Motion by Lori McCue, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

12. SUPERINTENDENT'S REPORT - FOR INFORMATION ONLY

Information: 12.01 Budget Transfers for the period August 17, 2016 - September 14 , 2016 - As per Board Policy #6150 all transfers between salary codes up to \$25,000 and transfers between all other codes up to \$10,000 are to be reported to the Board of Education as an information item

13. UNFINISHED BUSINESS

14. NEW BUSINESS

Discussion: 14.01 Facilities Usage

Trustee Pisacani presented the proposed charter for the Board Citizens Advisory Committee for Review of Policy #1500 Use of District Facilities. After a brief discussion the Board recommended revisions to the charter.

Action: 14.01 Board Citizens Advisory Committee for Review of Policy #1500 Use of District Facilities
Recommendation to form a Board Citizens Advisory Committee for Review of Policy #1500 Use of District Facilities

Motion by Jennifer H Thompson, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C. Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

15. ADJOURNMENT - Board policy requires adjournment by 10:30 pm, unless meeting is extended by vote.

Action: 15.01 Adjournment

Recommendation to adjourn meeting

Motion by Jennifer H Thompson, second by Regina Pisacani

Final Resolution: Motion Passes

Yes: David Badanes, Lori McCue, Donna McNaughton, Allison C Noonan, Regina Pisacani, Andrew Rapiejko, David Stein, Jennifer H Thompson, Tammie Topel

At 10:32 the Chair declared the meeting adjourned.

Respectfully submitted,

Beth M. Nystrom
District Clerk