

Northport-East Northport Union Free School District Special Meeting - William J. Brosnan School (Thursday, March 19, 2020) - (Due to the Governor closing schools due to the Corona Virus Pandemic, there was no public attendance, the meeting was livestreamed)

Generated by Beth M Nystrom on Friday, March 20, 2020

Members present

David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Members absent

None

Also present

Mr. Robert Banzer, Superintendent of Schools

Ms. Irene McLaughlin, Assistant Superintendent for Human Resources

Dr. Dana Boshnack, Assistant Superintendent for Teaching and Learning

Mr. Robert Howard, Assistant Superintendent for Business

Public Attendance: 0

1. CALL TO ORDER – President Badanes called the meeting to order at 6:00 p.m.

2. IF NECESSARY, THE CHAIR MAY ENTERTAIN A MOTION TO ENTER INTO EXECUTIVE SESSION - Note: It is anticipated that the Board will meet at 6:00 p.m. 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 current litigation.

Action: 2.01 Motion to convene into Executive Session to discuss matters pertaining to the employment history of particular persons, and matters pertaining to current litigation.

Motion by David Stein, second by Thomas Loughran.

Final Resolution: Motion passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C. Noonan, David Stein

At 7:03 p.m. the Board reconvened in public session in the Cafeteria at the William J. Brosnan School.

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

4. Pointed out the **EMERGENCY EXITS**

5. APPROVAL OF MINUTES

Action: 5.01 Minutes

There were no minutes for approval.

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

Mr. Robert Banzer, Superintendent of Schools, thanked everyone for their patience and understanding as we work through these circumstances. Mr. Banzer thanked the community and stated that a tremendous

amount of work has taken place since the announcement from the Governor of the schools closing, and he has received many emails from people asking what they can do and how they can help.

Mr. Banzer stated that the Student of the Month and humanities presentations have been postponed.

Presentations: 6.01 Accomplishments of Staff and Students – POSTPONED

Presentations: 6.02 Instructional Program Overview - Humanities – POSTPONED

7. DISCUSSION OF SUPERINTENDENT'S PROPOSED 2020-2021 BUDGET

Mr. Banzer and Ms. McLaughlin presented the proposed 2020-2021 budget in Personnel and Benefits.

The Personnel and Benefits notables in the proposed 2020-2021 budget are:

- Supports the Mission and Vision of the District.
- Maintains all instructional programs and related opportunities for students.
- Impact of declining enrollment is factored in.
- Maintains District’s commitment to low class size.
- Contains 2.0 teaching positions for Kindergarten sections that we expect to break before September.
- Realized Health Insurance budget decrease.

Mr. Banzer reviewed the K-12 enrollment history and the projected enrollment. The projected total enrollment for 2020-2021 is 4,797, a decrease of 236 from 2019-2020. Mr. Banzer reviewed the projected enrollment at each grade level.

K-5 staffing projections:

	Actual FTE 2019-2020	Proposed FTE 2020-2021	Difference
Bellerose – Instructional Coordinator	1.0	1.0	0
Bellerose Grade K-5	16.0	15.0	-1.0
Dickinson Instructional Coordinator	1.0	1.0	0
Dickinson Grade K-5	21.0	21.0	0
Fifth – Instructional Coordinator	1.0	1.0	0
Fifth Grade K-5	20.0	20.0	0
Norwood – Instructional Coordinator	1.0	1.0	0
Norwood Grade K-5	16.0	15.0	-1.0
Ocean – Instructional Coordinator	1.0	1.0	0
Ocean Grade K-5	17.0	16.0	-1.0
Pulaski - Instructional Coordinator	1.0	1.0	0
Pulaski Grade K-5	20.0	20.0	0
Additional Kindergarten sections		2.0	2.0
ENMS – Grade 6	7.0	8.0	1.0
NMS – Grade 6	9.0	8.0	-1.0
K-6 Classroom Subtotal	132	131	-1.0
Computer Studies – ITRT	6.0	.0	0
Math AIS (Elementary)	11.7	11.7	0
Investigate Program	2.0	2.0	0
District-wide Reading	23.6	23.6	0
Librarians	9.0	9.0	0
Total	84.3	183.3	-1.0

The projected K-5 staffing and class size were reviewed for each school.

Projected staffing in Art/Music/Physical Education:

Actual FTE 2019-2020	Proposed FTE 2020-2021	Difference
63.48	61.39	-2.09

Projected staffing in English/Math/Science/ENL/Social Studies/World Languages:

Actual FTE 2019-2020	Proposed FTE 2020-2021	Difference
152.3	147.7	-4.6

Proposed staffing in Health/FACS/Tech/Business:

Actual FTE 2019-2020	Proposed FTE 2020-2021	Difference
27.45	26.4	-1.05

Proposed staffing in Speech/Counselors/Social Workers/Student Support/Special Education/Teaching Assistants:

Actual FTE 2019-2020	Proposed FTE 2020-2021	Difference
189.6	184.6	-5.0

Proposed staffing in Support Staff:

Actual FTE 2019-2020	Proposed FTE 2020-2021	Difference
387.53	377.53	-10.00

Proposed Administrative Staffing:

Actual FTE 2019-2020	Proposed FTE 2020-2021	Difference
32.75	32.0	-.75

Staffing Summary:

	Actual FTE 2019-2020 2019-2020	Proposed FTE 2020-2021 2020-2021	Difference
Instructional Staff	617.13	603.39	-13.74
Administrative Staff	32.75	32.0	-.75
Support Staff	387.53	377.53	-10.00
Total Staff	1037.41	1012.92	-24.49

Proposed 2020-2021 Salaries & Benefits:

<i>Category</i>	<i>2019-2020</i>	<i>Proposed 2020-2021</i>	<i>\$ Change</i>	<i>% Change</i>
Salaries	\$90,501,917	\$92,262,627	\$1,760,710	1.95%
ERS	\$2,487,471	\$2,554,633	\$67,162	2.70%
TRS	\$7,200,000	\$6,982,941	(\$217,059)	(3.02%)
FICA	\$6,559,925	\$6,706,723	\$146,798	2.24%
Health & Dental Insurances	\$22,661,152	\$21,825,500	(\$835,652)	(3.69%)
Workers' Compensation	\$1,400,000	\$1,450,000	\$50,000	3.57%
Other Insurance				
Benefits	\$322,216	\$330,216	\$8,000	2.48%
Benefits Subtotal	\$40,630,764	\$39,850,013	(\$780,751)	(1.92%)
Total Salaries & Benefits	\$131,132,681	\$132,112,640	\$979,959	0.75%

Mr. Banzer reviewed the budget history from 2015-2016 to present including budget amount and percent increase. The preliminary 2020-2021 budget is \$174,205,754 which is a 1.83% increase from 2019-2020

Discussion: 7.01 Discussion of Personnel and Benefits in following Budget Function Codes:

There was discussion regarding kindergarten enrollment, elementary staffing, continuity of programs, enrollment projections, class size, health insurance premiums, ERS and TRS rates, instructional coordinators, support staff, school psychologists, department chairpersons, high school assistant principals, and security positions

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

Action: 8.01 Personnel Actions Report

Recommendation to approve the attached Personnel Actions Report

Motion by Allison C Noonan, second by Victoria Buscareno.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

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

Action: 9.01 BIDS

Recommendation to take specified action on the following BIDS:

BUILDINGS & GROUNDS

9.01.1 WITHDRAWN

EDUCATIONAL

9.01.2 AWARD: Art Supplies & Equipment

9.01.3 AWARD: Technology Supplies & Equipment

9.01.4 AWARD: Science Supplies & Equipment

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.02 WITHDRAWN

Action: 9.03 Health Service Contracts

Recommendation to authorize the Board President to sign contracts with the following school districts to provide health services for Northport-East Northport students attending school in that district during the 2019-2020 school year:

9.03.1 Smithtown Central School District, two (2) students attending Harbor Country Day School, four (4) students attending St. Patrick's School, six (6) students attending Smithtown Christian School, 12 students total @ \$1,023.65, totaling \$12,283.80

9.03.2 Jericho Union Free School District, eight (8) students attending Long Island Lutheran @ \$1,311.36, totaling \$10,490.88

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.04 Withdrawal of Norwood Avenue Field Trip Donation
Recommendation to approve the following resolution:

"BE IT RESOLVED, that the Board of Education hereby accept the withdrawal of the \$3,160.00 donation from Northport-East Northport residents that was accepted at the Board of Education meeting on March 5, 2020 for the purpose of covering the cost of the Norwood Avenue 5th Grade Field Trip to the Statue of Liberty. The trip was cancelled due to the Coronavirus pandemic."

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.05 Lillian S. Brueggemann Memorial Scholarship Fund Donation
Recommendation to approve the following resolution:

"RESOLVED, that the Board of Education accept the donation of \$2,500.00 from the Lillian S. Brueggemann Foundation to the Lillian S. Brueggemann Memorial Scholarship Fund."

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.06 Caroline Parker

Recommendation to approve a Supplementary Education Services Agreement between the Northport-East Northport Union Free School District and Caroline Parker for IB Dance Choreography, in the amount of \$250.00 (PE)

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.07 Change Order

Recommendation to approve the following Change Order:

9.07.1 Change Order No. One, SED No. 58-04-04-03-0-003-026, East Northport Middle School, deduction in the amount of \$22,080.00

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.08 Treasurer's Report and Monthly Summary of Receipts and Disbursements

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

- 9.08.1 Treasurer's Report for the period January 1, 2020 through January 31, 2020
- 9.08.2 Monthly Summary of Receipts and Disbursements for January 2020

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.09 Schedule of Investments

Recommendation to approve the Schedule of Investments as of January 31, 2020

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.10 Collateral Schedule

Recommendation to approve the Collateral Schedule as of January 31, 2020

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.11 Bank Reconciliation

Recommendation to approve the Bank Reconciliation Report for the Month Ended January 31, 2020

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.12 General Fund Projected Cash Flow Statement

Recommendation to approve the General Fund Projected Cash Flow Statement for the year ending 2019-2020, Actual Data July 1, 2019 - January 31, 2020, Estimated Data February 1, 2020 - June 30, 2020

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.13 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 January 31, 2020

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.14 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 January 31, 2020

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.15 Monthly Revenue and Budget Status Report - General Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - General Fund for the Month Ending January 31, 2020

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.16 Monthly Revenue and Budget Status Report - Capital Fund

Recommendation to approve the Monthly Revenue and Budget Status Report - Capital Fund for the Month Ending January 31, 2020

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.17 School Lunch Profit and Loss Statement

Recommendation to approve the School Lunch Profit and Loss Statement for the Month Ending January 31, 2020

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.18 Quarterly Trial Balance Report

Recommendation to approve the Quarterly Trial Balance Report for All District Funds for the period July 1, 2019 - December 31, 2019

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.19 Quarterly Student Activity Account Reports

Recommendation to approve the Quarterly Student Activity Account Reports for the period October 1, 2019 - December 31, 2019:

9.19.1 Northport High School

9.19.2 East Northport Middle School

9.19.3 Northport Middle School

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.20 EI US, LLC d/b/a Learnwell

Recommendation to approve a 2019-2020 Agreement between the Northport-East Northport Union Free School District and EI US, LLC d/b/a Learnwell for academic tutoring services (SSS)

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.21 Northport Middle School Student Activity Donation - Greenkill Transportation Cost

Recommendation to approve the following resolution:

"BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$9,240 from the Northport Middle School Student Activity Account to cover the transportation cost of students attending Greenkill YMCA Outdoor Education Center and increase the 2019-2020 budget code A2110.4161.23.2902 by \$9,240 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2019-2020 budget by \$9,240 with the understanding that this increase in revenue is the result of donations from the Northport Middle School Student Activity Account."

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.22 Northport Middle School Student Activity Donation - Greenkill YMCA

Recommendation to approve the following resolution:

"BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$37,080 from the Northport Middle School Student Activity Account for the purpose of student attending the trip to Greenkill YMCA Outdoor Education Center and increase the 2019-2020 budget code A2110.4161.23.2902 by \$37,080 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2019-2020 budget by \$37,080 with the understanding that this increase in revenue is the result of donations from the Northport Middle School Student Activity Account."

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.23 Transfer of General Fund Appropriations

Recommendation to approve Transfer of General Fund Appropriations in the 2019-2020 fiscal year (\$24,000.00)

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

Action: 9.24 Northport Middle School Student Activity Donation - Greenkill Nursing Cost
Recommendation to approve the following resolution:

"BE IT RESOLVED, that the Board of Education hereby gratefully accepts a donation of \$2,400 from the Northport Middle School Student Activity Account, to cover the nursing costs for students attending the Greenkill YMCA Outdoor Education Center and increase the 2019-2020 budget code A2020.4010.32.2802 by \$2,400 for this purpose.

BE IT RESOLVED, that the Board of Education hereby approves an increase in the revenue code A2705 of the 2019-2020 budget by \$2,400 with the understanding that this increase in revenue is the result of donations from the Northport Middle School Activity Account."

Motion by Allison C Noonan, second by David Badanes.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

10. SUPERINTENDENT'S REPORT - FOR INFORMATION ONLY

Information: 10.01 Budget Transfers for the period January 27, 2020 - March 9, 2020 - 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

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

Information: 11.01 Upcoming Meetings

SPECIAL MEETING TO DISCUSS PROPOSED BUDGET PRELIMINARY PUBLIC HEARING

Thursday, March 26, 2020

7:00 p.m

William J. Brosnan School Cafeteria

Budget Discussion - Revenue, Fund Balance, Reserves

Preliminary Public Hearing to Receive Additional Public Input on Budget

SPECIAL MEETING TO FINALIZE BUDGET

Tuesday, April 7, 2020

7:00 p.m.

William J. Brosnan School Cafeteria

SPECIAL MEETING TO VOTE ON BOCES ADMINISTRATIVE BUDGET & TRUSTEES

Tuesday, April 28, 2020

7:00 p.m.

William J. Brosnan School Cafeteria

Action: 11.02 Adjournment

Recommendation to adjourn the meeting

Motion by Allison C Noonan, second by Thomas Loughran.

Final Resolution: Motion Passes

Yes: David Badanes, Victoria Buscareno, Larry Licopoli, Thomas Loughran, Donna McNaughton, Allison C Noonan, David Stein

At 8:42 p.m. the Chair declared the meeting adjourned.

Respectfully submitted,

Beth M. Nystrom
District Clerk