APPROVED
7/10/2013

Board of Education
Amityville Union Free School District
Amityville, NY 11701
Special Meeting Minutes– April 3, 2013
Park Avenue Elementary School – Auditorium – 7:00 PM

LOCATION: Park Avenue Memorial Elementary School - Auditorium
IN ATTENDANCE: President Juliet Jordon-Thompson Vice President Lisa Johnson
2nd Vice President Ron Moss Trustee Jeannette Santos
Trustee Nathan King
BOE ABSENT: Trustee Michele Sikhrangkur
Trustee Mark Epps
ALSO IN ATTENDANCE: Dr. John R. Williams, Superintendent of Schools
Dr. William Fanning-Interim Asst. Supt. Finance & Operations
Dr. Mary Kelly-Asst Supt. Technology
Dr. Stephen Neidell-Interim Asst. Supt. Human Resources
Dr. Kathleen Gulbin – Asst. Supt. Curriculum & Instruction
Mr. Ed Mercurio, Plant Facilities Administrator
Mr. Bob Claps, President ATA
CLERK IN ATTENDANCE: Mrs. Judith O'Neill/District Clerk
COMMUNITY: 12 members present

1. **MEETING CALLED TO ORDER** by President Jordon-Thompson at 7:05 PM.
   A. **Emergency Exit, No Smoking Statement**
   **In the unlikely event of an emergency, you need to Note that exits are clearly marked. Take a moment to Note the exit nearest to where are you are seated. *Smoking is not allowed on school grounds. *As a courtesy, please turn off cell phones and pagers during the meeting.*
   B. **Pledge of Allegiance** The Board and attendees recited the Pledge of Allegiance.
   C. **COMMUNITY INPUT REGARDING BOARD AGENDA ITEMS ONLY** - None
   D. **PRESENTATIONS:**
   Budget

Dr. Fanning discussed the line item budget (see attachment #1) Operations and Maintenance. There have been improvements but the end result is still not good. Custodial staff has been switched around and hours have been changed so that they would be available when needed. Cutting custodial and grounds maintenance is not recommended at this time.

Following his explanation of the line item budget for custodial and grounds security and instructional, Dr. Fanning answered questions from the Board and community.

Mr. Bob Claps – Mr. Claps observed that the chart presented by Dr. Fanning showed that there will be fewer teachers in the 2013-14 school year. Dr. Fanning replied that the chart shows what we budgeted and how we are currently staffed. The dollars in there are not sufficient for 13/14. There is more to that chart but it would be premature to display it. We have no contract so I have to make assumptions about what it is going to take by way of adjusting the numbers to support next year. We know that if nothing happens, the Tri Boro Provision will apply and we'll be looking at a 2.5% increase. Those numbers are not in the chart. Staffing will not be the same next year.

Next, Dr. Fanning referred to the Legislature's Proposed 2013-14 State Aid (see Attachment #1). The total state aid will be $20,240,564. We have not heard from transportation and we are working under the assumption that costs will be the same.

Dr. Fanning noted to the Board, if you adopt the budget of $80,838,781 we would have a tax levy at the calculated cap. The tax levy would increase by 3.29% and the budget increase would be 3.36%. As soon as the Board approves the budget amount, we will prepare a resolution for adoption.

Trustee Santos said that the reserve balance should be for emergencies only. Dr. Fanning said that most districts utilize some of their fund balance. We are precluded by law to hold a fund balance in excess of 4%. If we did not use the fund balance, we would have many cuts to make to this budget.

Trustee Santos commented that there are other cuts we could make to avoid using the fund balance. Dr. Fanning said the Board could make cuts wherever they want but this budget works. Trustee Sikhrangkur said that the fund balance is money that we did not use last year. If we use it to keep the taxes down, it benefits the taxpayers. Trustee Santos said she would like to discuss this further. Trustee Santos said that we could save $500,000 by eliminating five directors and replacing them with coordinators or chair people. If we combine data & technology with human resources, we could save an additional $100,000. We need to look into other things, before we use our reserves. President Jordon-Thompson noted that we are charged with looking at everything as a Board. We continue to look at everything. Dr. Williams responded to Trustee Santos. Directors are charged with the responsibilities of the Common Core and APPR. They do classroom observations and evaluations which coordinators cannot do. Coordinators are instructional not administrative. They cannot provide instructional leadership as the directors do. Vice President Johnson proposed examining the model we are using and find out if there is another model we could use that would be better. Dr. Fanning said that all Districts will eventually not have a fund balance left. The money coming in is less that what it takes to run the District. Trustee Santos said that our administrators should check other district to see what models they use.

Kathy Dady, 111 Homestead Ave., Amityville – Mrs. Dady was concerned about the growing student population and staffing remaining the same. Dr. Williams responded that we hope to add an additional section of kindergarten for next year. This will lower the teacher pupil ratio.

Carol Seehoff, ATA – Mrs. Seehoff asked if the sixteen retiring teachers will be replaced. Dr. Neidell said that it has not yet been determined. We found out about the retirees last night. We need to look at class sizes and scheduling at the secondary school. Sixteen teachers may be replaced but in different areas. Dr. Williams said at the very least, we want to continue programs we currently have. Dr. Neidel said that we need a commitment from the Board about the budget. It would be premature for us to decide anything at this time.

Veronica Iacovetti, 5 Edan Ct., Amityville – Mrs. Iacovetti briefly discussed an incident at the high school.

Mr. Claps felt that the evaluations done by the directors could be done by the principals. President Jordon-Thompson said that it seems that the perception many people have is that there would be a cost savings if we did not have directors. We have an obligation to the public to give them the facts and we will have a discussion regarding what the cost savings would be and their responsibilities in the District. Mrs. Seehoff commented that we are not asking you to look at the cost of the directors. We are asking you to look at their effectiveness.

2. **BOARD ACTION RECOMMENDED BY THE BOARD OF EDUCATION** - None
   A. **Approval of Board Minutes**
   B. **Board Policy Committee**
      1. 1st Reading – Policy Manual – Section 2000

President Jordon-Thompson explained that the Board has been looking at the Policy Manual of procedures and ethics of the school board. Each policy requires 3 readings. No vote tonight as this was the first reading..

   C. **Board Action Recommended by Board of Education:**
      1. Appointment of Chairperson for Special Meeting – May 21, 2012 – Lisa Johnson

MOTION to APPROVE Agenda Item 2C-1 made by Trustee Santos, seconded by 2nd Vice President Moss. **Discussion:** President Jordon-Thompson explained the duties of the Chairperson. **Motion CARRIED:** 5 Yes, 0 No, 0 Abstain.

      2. Review of Draft Regular Agenda – April 10, 2013

President Jordon-Thompson advised the Board to review the second reading of Policy – Section 2000. The Board reviewed the template of the school calendar. Trustee Santos asked if all the sports could be included on the calendar. 3B will be discussed in executive session. President Jordon-Thompson said that the Board needs to have an audit committee next week. We will also make decision regarding tenure appointments.

   D. **Audit Committee**

3. **BOARD ACTION RECOMMENDED BY THE SUPERINTENDENT** - None
   A. **Superintendent**
      1. Approval of Memorandum of Agreement with Amityville Committee of Educational Secretaries (ACES)

MOTION to APPROVE Agenda Item 3A-1 made by 2nd Vice President Moss, seconded by Trustee Santos. **Discussion:** Floor opened for discussion. **Motion CARRIED:** 5 Yes, 0 No, 0 Abstain.

   B. **Personnel**
   C. **Business and Finance**
      1. Use of Facilities – Item 1

MOTION to APPROVE Agenda Item 3C-1 made by 2nd Vice President Moss, seconded by Trustee Santos. **Discussion:** Floor opened for discussion. **Motion CARRIED:** 5 Yes, 0 No, 0 Abstain.

   D. **Monthly Finance Report** - None
   E. **CSE & CPSE Action/Meetings/Educational Service Contracts**
   F. **Curriculum and Instruction**
      1. Approval of Conferences – Items 1 through 8

MOTION to APPROVE Agenda Item 3F-1/1 through 3F-1/8 made by Trustee Santos, seconded by Vice President Johnson. **Discussion:** Trustee King asked if BOCES offers a comparable program to common core network training in Albany. Dr. Gulbin responded that our BOCES is small and did not have the resources to do the training so they recommended that I become the network team equivalent. I had to be trained and certified in the APPR and then the SLO's. I have trained all of the administrators and principals. I feel this year we will do better than the other Districts because they have not started training yet.

REPORTS - None

B. **Legal Counsel for the District**
C. **Superintendent of Schools**
D. **Board of Education**

Trustee Epps arrived at 8:45 PM.

Trustee Santos asked what was happening with ECG. Dr. Fanning said that the energy audit was completed and the packets were sent to the Board and we should put it on the agenda for next week or in May. Trustee Santos then raised the question about the change in the report. Dr. Williams said that they have a draft of a new report card which will be given to the Board when it is finalized. Dr. Williams explained that the principals were having a difficult time with the amount of reports – 4 report cards and 4 progress reports per year. Dr. Gulbin said that the progress reports come out in advance of the report cards and that is a lot of reports. In the spring there is so much time taken up by state assessment, that there are no marks to give. You can't give them the assessment marks on their report cards. We have to change to content of the report card to match the common core. Vice President Johnson suggested that we get feedback from parents and teachers. Dr. Gulbin said that teachers are very good about communicating with the parent if a child is not doing very well.

President Jordon-Thompson appointed Lisa Johnson as District Clerk Pro Tem.

MOTION to RECESS to Executive Session at 9:11 PM for employment history of particular people made by Vice President Johnson, seconded by Trustee Santos. **Motion CARRIED:** 6 Yes, 0 No, 0 Abstain.

Judith O'Neill left at 9:15 PM.

Respectfully submitted,

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Judith O'Neill, District Clerk Pro Tem

EXECUTIVE SESSION called to order by President Jordon-Thompson at 9:16 PM.
LOCATION: Park Avenue Memorial Elementary School - Auditorium
IN ATTENDANCE: President Juliet Jordon-Thompson, Vice President Lisa Johnson, 2nd Vice President Ron Moss, Trustee Jeannette Santos, Trustee Nathan King, Trustee Mark Epps
BOE ABSENT: Trustee Michele Sikhrangkur
ALSO IN ATTENDANCE: Dr. John R. Williams, Superintendent of Schools
Dr. William Fanning-Interim Asst. Supt. Finance & Operations
Dr. Mary Kelly-Asst Supt. Technology
Dr. Stephen Neidell-Interim Asst. Supt. Human Resources
Dr. Kathleen Gulbin – Asst. Supt. Curriculum & Instruction
ACTION TAKEN: None

Respectfully submitted,

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Lisa Johnson, District Clerk Pro Tem

MOTION to RESUME Open Session at 11:35 PM made by 2nd Vice President Moss, seconded by Trustee Santos. **Motion CARRIED:** 6 Yes, 0 No, 0 Abstain

EXECUTIVE SESSION called to order by President Jordon-Thompson at 9:16 PM.
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MOTION to ADJOURN Special Meeting at 11:36 PM made by 2nd Vice President Moss, seconded by Trustee Santos. **Motion CARRIED:** 6 Yes, 0 No, 0 Abstain

Respectfully submitted,

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Lisa Johnson, District Clerk Pro Tem