

The Budget Overview and a regular meeting of the Board of Education of South Huntington Union Free School District were held on Wednesday, February 25, 2015, in Conference Room B of the Administration Building, 60 Weston Street, Huntington Station, New York.

**Present:**      **Board Members:**

President  
Vice President

Mr. Kaden  
Mr. Ciappetta  
Mrs. Brieff  
Mrs. Carey  
Mrs. DeGaetano  
Mrs. LaCara  
Mr. Nitkewicz

**Staff:**

Superintendent of Schools  
Deputy Superintendent  
Asst. Supt. for Personnel and District Services  
Asst. Supt. for Instruction and Curriculum  
Business Administrator  
District Clerk

Dr. Bennardo  
Ms. Harris  
Dr. Centamore  
Dr. Bloom  
Mr. Light  
Mrs. Hammond

**Call to Order:**      Mr. Kaden opened the meeting at 6:30 p.m.

**Executive Session:**      Motion by Mr. Nitkewicz, seconded by Mrs. Brieff, be it Resolved that the Board go into Executive Session to discuss the employment history of a particular person.  
Motion carried unanimously.

Motion by Mrs. LaCara, seconded by Mr. Ciappetta, be it Resolved that the Executive Session be adjourned.  
Motion carried unanimously.

Mr. Kaden opened the Business Meeting at 7:30 p.m. and led the audience in the Pledge of Allegiance.

**Budget Overview:**      Dr. Bennardo stated that tonight's budget overview would start the budget process, and by the first week in April we would have a clear picture of the budget. Dr. Bennardo explained that a typical budget process begins with the Governor's State of the State address. Dr. Bennardo stated that this year was unique in that the Governor was withholding the release of executive budget aid runs until the legislature passed his education reforms. Dr. Bennardo noted that these state aid runs were critical to the budget development process.

Dr. Bennardo noted that school budgeting is similar to home budgeting in that it consists of the comparison between anticipated revenues and expenditures. Dr. Bennardo stated that school districts could only raise revenue in a handful of ways but noted that the Board has allowed the

**Budget Overview:  
(Continued)**

district to push the envelope by allowing some sponsorships. Below are the ways in which a school district can raise revenue:

- Taxation (72% in 2014/2015)
- State Aid (22% in 2014/2015)
- Other: rent, grants, fees, savings, etc. (6% in 2014/2015)

Dr. Bennardo reviewed the primary expenditures:

- Salaries
- Pensions
- Health Care
- Utilities
- Insurances
- Transportation
- Curriculum Needs
- Technology
- Supplies

Dr. Bennardo explained that when expenditures are more than revenues, a district was left with the option to cut programs, staff, or take money from their savings account. When revenues are more than expenditures, the district is left with the option of addressing needs and/or placing some funds in the savings account for years when the reverse is true. Dr. Bennardo stated that in the years after the advent of the 2% tax cap and uncertainties of state aid and gap elimination reductions, districts were in deficit situations between available revenue and roll-forward (current services) expenses. As a result, a cycle of program and personnel cuts and reserve draining was common across the state. Dr. Bennardo stated that in South Huntington for 2014/2015 some previous, tough decisions by the district and shared cooperation and budget management by bargaining units, belt tightening with programs, and revenue enhancement through things such as grant writing and tenant acquisition, began to bear fruit; and the cycle of cutting was halted. Dr. Bennardo noted that in the current budget we were able to add 13.9 full-time equivalents (FTE) district-wide while expanding our school-to-career technology exploration program, adding technology and video production experiences, reinstating middle school theater, maintaining and expanding advanced placement college opportunities, and committing funds to a life skills room and academic intervention services. The district also committed \$500,000 in funds for planned building maintenance, which would help limit the need for long-term bond debt in the future. In addition, the voters approved the use of \$460,170 in existing money with no further expense to the taxpayer that allowed for new student lockers, corridor doors, and science labs at Stimson Middle School. Dr. Bennardo then reviewed the budget numbers for 2013/2014 and 2014/2015 and stated that the goal for 2015/2016 was to move forward in a prudent manner, address areas of need responsibly and ensure that the district could sustain anything we do over a five-to-ten year period.

**Budget Overview:  
(Continued)**

Dr. Bennardo stated that the budget process began with the Governor's Executive proposal. This proposal traditionally includes an initial set of state aid figures per district. While the local legislators usually work to increase that first number, it does serve as a starting point for the process. Dr. Bennardo noted that the district then uses this number as a baseline in building the first-run budget. Dr. Bennardo stated that these initial numbers were important because a 3% increase in New York State education aid did not mean that every district would receive an equal share of funds. In fact, recent history has shown that some districts can receive as much as an 8% increase, while others see little new money. Dr. Bennardo noted that this year the initial Executive Budget did not include these district-by-district state aid runs as the Governor claimed that these numbers would be released only when the Legislature votes for his education reform proposals.

Dr. Bennardo stated that it was the responsibility of the district to move forward and do the best to predict things as this political scenario proceeds. As a result, the plan is to work through the following steps over the next few weeks of public meetings:

1. Estimate expenses in terms of salaries, FTE needs, fuel, transportation, healthcare, pensions, etc., to provide a roll-forward set to baseline operating expenses.
2. Estimate revenues to the greatest possible extent.
3. Examine enrollment, scheduling, mandates, course selection, and results to determine areas of "need" and "want" for the 2015/2016 school year.

Dr. Bennardo then reviewed the gradual determination of our available, additional revenues increased over last year:

1. Tax Levy	1.71%	\$ 1,856,781
2. State Aid	3.3%	998,227
3. Other Revenue	0	0

Dr. Bennardo explained that an annual budget contained estimates of revenues and expenditures, and the actual financial results would differ from the budget. As noted by the Office of the State Comptroller, "A certain amount of the budget should be set aside for contingencies (either with a line item, or through the use of fund balances or reserves), to allow for the smooth operation of government in case of emergencies or minor errors in calculating revenues or expenditures." In the event that any surplus funds were available at the end of the fiscal year, the Board of Education would then determine the best use of these funds in accordance with Police 5511 and past practice, which might include using these funds to reduce taxes, maintain programs, fund the unappropriated, undesignated reserve as allowed by law at a maximum of 4% of the subsequent year's budget and/or fund other reserves.

**Budget Overview: (Continued)** Dr. Bennardo concluded his presentation by reminding the audience of the dates of the budget work sessions and budget vote. The Board and audience were then given an opportunity for questions and discussion.

**Adoption of Agenda:** Motion by Mrs. Carey, seconded by Mrs. Brieff, be it Resolved that the revised tentative agenda be adopted.  
Motion carried unanimously.

**Motion on Minutes through Schedule of Bills (Warrants):** Motion by Mrs. Carey, seconded by Mr. Nitkewicz, be it Resolved that the Board of Education of the South Huntington Union Free School District approve the following items:

**Minutes:** Minutes of Board meeting held on January 28, 2015.

<b>Schedule of Bills (Warrants):</b>	General Fund	Warrant 80	\$ 39,935.18
	"	81	167,100.65
	School Lunch	30	25,899.33
	Special Aid	28	18,997.50

Approved – Board Packet of February 13, 2015

General Fund	Schedule 77	\$ 202,069.11
"	V077	(3,479.56)
"	78 Dental	11,666.67
"	79	507,116.97
School Lunch	29	7,051.05
Special Aid	27	13,339.15

**Vote on Minutes through Schedule of Bills (Warrants):** Mr. Kaden asked for any additional comments or questions on the above items, and then called for a vote on the motion.  
Motion carried unanimously.

**APPR Plan Material Changes:** Motion by Mrs. Carey, seconded by Mrs. Brieff, be it Resolved that the Board of Education of the South Huntington Union Free School District hereby approves the District’s Annual Professional Performance Review (APPR) Plan and the following material changes, effective 2015-2016.

- In Kindergarten through eighth grade, all local assessments, pre and post will be eliminated. The NWEA (Reading), which students are already taking as a diagnostic assessment, will be used as a school-wide measure.
- In Kindergarten through fifth grade, for non-Common Branch teachers, the NWEA (Math), which students are already taking as a diagnostic assessment, will be used as a school-wide SLO measure.
- In grades 9 to 12, students will no longer have to take a literacy assessment in those courses that do not end in a Regents exam. Instead, it was agreed that the district would use the BOCES Score Projection Tool to determine the school-wide measure based on the top five Regents exams.

**APPR Plan  
Material Changes:  
(Continued)**

- In grades 9-12, students will no longer have to take a pre-test in courses that end in a Regents exam. It is proposed that teachers will use the BOCES Score Projection Tool as the baseline measure for students.
- In grades 9-12, students in courses that do not end in a Regents and provided an SLO pre- and post-test will now use the BOCES Score Projection tool to determine the school-wide measure based on the top five Regents exams.

Be it Further Resolved, that the Board of Education of the South Huntington Union Free School District authorizes the Board of Education President to sign the Annual Professional Performance Review Plan District Certification Form for the submission of the complete APPR plan, including the approved material changes.

Motion carried unanimously.

**Memorandum of  
Agreement with  
UPSEU/Local 424  
Safety Officers:**

Motion by Mrs. Carey, seconded by Mrs. DeGaetano, be it Resolved that the Board of Education of the South Huntington Union Free School District hereby approves the Memorandum of Agreement made between the South Huntington Union Free School District and the United Public Service Employees Union on February 25, 2015; and

Be it Further Resolved, that the President of the Board of Education is authorized to sign a more formal agreement in conformity with the Memorandum of Agreement.

Motion carried unanimously.

**Resolution to  
Increase a Budget  
Code:**

Motion by Mrs. LaCara, seconded by Mrs. Carey, Whereas, the Board of Education of the South Huntington Union Free School District approved the donation of \$7,603 from proceeds of the Art and Sole 5K Run held on May 31, 2014, at the Board of Education meeting held on October 1, 2014; now, therefore,

Be it Resolved that the Board of Education hereby approves the increase of \$7,603 to the 2014-2015 budget code 2850-13-AMO-134 to accept the donation.

Motion carried unanimously.

**Agreement with  
Munistat Services,  
Inc. for Services  
with respect to the  
TANS 2015/2016:**

Motion by Mrs. Carey, seconded by Mr. Nitkewicz, be it Resolved that the Board of Education of the South Huntington Union Free School District hereby approves the Municipal Advisor Services Agreement with Munistat Services Inc. for services with respect to the Tax Anticipation Notes to be issued for the 2015/2016 fiscal year.

Motion carried unanimously.

**Recommendations  
for Placement by  
CSE/CPSE:**

Motion by Mr. Nitkewicz, seconded by Mrs. LaCara, be it Resolved that the Board of Education of the South Huntington School District, having reviewed minutes of the Committee on Special Education dated December 15, 16, January 21, 22, 23, 29, 30, February 4, 5, 6, 9, 11 and 13, 2015, and the Committee on Preschool Special Education dated February 6 and 10, 2015, is satisfied that the procedures of Chapter 853 of the Education Law were followed and accepts the recommendations for placement set forth, copies made part of these legal minutes, pp. 872-880.

Motion carried unanimously.

**Personnel:**

Motion by Mrs. LaCara, seconded by Mrs. Carey, be it Resolved that the Board of Education of the South Huntington School District, having reviewed the recommendations of the Chief School Administrator, is satisfied that the provisions of Section 3012 of Education Law were followed, and thereby accepts those recommendations as set forth in schedules made part of these legal minutes, pp. 881-890, and authorizes implementation thereof:

Schedule 2 - Probationary Appointments (Instructional)

Schedule 9 - Coaching/Extracurricular Appointments (Instructional)

Schedule 11 - Terminations (Instructional)

Schedule 12 - Leaves of Absence; Ext. of Sick Leave

Schedule 15 - Appointments (Non-Instructional)

Schedule 16 - Terminations (Non-Instructional)

Schedule 18 - Re-Employment to Positions (Non-Instructional)

Schedule 20 - Re-Appointments (Non-Instructional)

Schedule 22 - Substitute Employee Appointments (Inst./Non-Inst.)

Motion carried unanimously.

**Information and  
Reports:**

1. Letter to Parent/Guardian from Ms. Acker re Common Core Parent Academy for Grades 9 and 10
2. Personnel Postings (2)
3. News articles: *The Long-Islander*, 2-12-15

In envelopes:

1. Resident Postcard: Important Dates for the Upcoming 2015-2016 School Budget Vote

Information Sent to Board Week Ending February 13, 2015

1. Congratulatory letter to Whitman's Students of the Month for January from Dr. Bennardo
2. Congratulatory letter to January's Birchwood Boosters from Dr. Bennardo
3. Congratulatory letter to January's Athletes of the Month for Boys' and Girls' Basketball from Dr. Bennardo
4. Letter to Junior Parents/Guardians from Ms. Acker re Junior Prom
5. Letter to Class of 2019 Students and Parents from Ms. Acker re Club and Activity Fair to be held on March 9, 2015

**Information and Reports:  
(Continued)**

6. Letter to Senior Parent/Guardian from Ms. Acker re words of caution for the second semester of senior year
7. Memo to the Board of Education and Cabinet from Mr. Smith re Upcoming Events
8. Personnel Postings (7)
9. Minutes of the Executive Board Meeting, SHTA, 2-9-15
10. Letter to Mr. Kaden from Joanne Klein, Western Suffolk BOCES, re nominations to the Western Suffolk BOCES Board
11. Memo to Members of the NYS Senate Delegation and NYS Assembly Delegation Representing Long Island from Julie Davis Lutz, Eastern Suffolk BOCES, re Long Island Education: Costs and Outcomes – Tenth Edition
12. Privileged and Confidential Documents from Ingerman Smith, LLP (2)
13. News articles: *The Long-Islander*, February 5, 2015

**Committee Updates:**

None given.

**Comments from Board Members and Staff:**

Mr. Ciappetta asked for a moment of silence to honor the life of Walt Whitman High School special education teacher, Joan Davidsohn, who passed away.

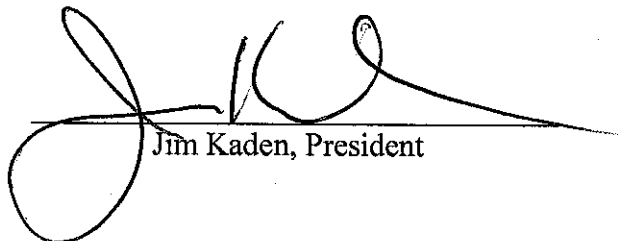
**Voice of the Residents:**

Visitors were invited to participate.

**Adjournment:**

Motion by Mrs. LaCara, seconded by Mrs. Brieff, be it Resolved that the meeting be adjourned.  
Motion carried unanimously.

The meeting was declared adjourned at 8:31 p.m.



Jim Kaden, President



Judith A. Hammond, District Clerk

Attachments made part of these legal minutes, pages 872 through 890.