

March 15, 2017

A regular meeting of the Board of Education of South Huntington Union Free School District was held on Wednesday, March 15, 2017, 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. Carey\*  
Mrs. DeGaetano  
Mrs. LaCara  
Mr. Nitkewicz

**Staff:**

Superintendent of Schools  
Asst. Supt. for Business & District Operations  
Deputy Superintendent  
Asst. Supt. for Instruction & Curriculum  
Interim Personnel Administrator  
District Clerk

Dr. Bennardo  
Dr. Centamore  
Ms. Harris  
Dr. Bloom  
Mr. Fallon  
Mrs. McLean

**Absent:**        Mrs. Brieff  
                     \*Mrs. Carey delayed; arrived 8 p.m.

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

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

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

Mr. Kaden opened the Business Meeting at 7:35 p.m. and led the audience in the Pledge of Allegiance.

**“Beating the Odds;  
Building  
Opportunities”  
Recognition:**        Dr. Bennardo thanked everyone for coming tonight for this special recognition of two of our schools—Silas Wood Sixth-Grade Center and Stimson Middle School. Both schools were being awarded certificates for “Beating the Odds; Building Opportunities” provided by Dr. Manya Bouteneff, Executive Director of Better Outcomes, LLC, Educational Research and Consulting. The research conducted centered on the achievement with ELA testing of educationally disadvantaged students from poverty-ridden areas in New York State. Both Silas Wood Sixth-Grade Center and the Stimson Middle School met the criteria of success for these students, which Dr. Bennardo added, spoke to the heart of what we love in South Huntington. Dr. Bennardo provided credit to each building’s instructional and non-instructional staff for setting the important tone for learning. Dr. Bennardo continued and shared that it does

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not matter what color a student's skin is, what ethnicity they are, or what they look like—all students receive the same amount of love and the same expectations for success. On behalf of the Board of Education, and the members of the South Huntington learning family, Dr. Bennardo thanked and congratulated both schools, and asked the principals from each building to come to the podium to address the Board and the audience.

Principal Smith shared that the reality was that it was the commitment of everyone who worked so hard each and every day. Principal Smith added that it was the desire to work together as a team that created such a special environment at both schools.

Principal Toto thanked his staff and also shared that it was their hard work reflected with this wonderful recognition.

Dr. Bennardo asked the staff in the audience to come forward for representation, as Mr. Kaden and Mr. Ciappetta presented the certificates to each principal. A round of applause was provided, and photographs capturing the moment were taken with the principals, staff, members of the Board of Education, and Cabinet.

**2017/2018 Budget  
Work Session:**

Dr. Bennardo thanked everyone for joining the Board of Education for tonight's Budget Work Session. Dr. Bennardo began the presentation with a quick review of the last three years of the CAP and state aid.

Dr. Bloom then provided a quick review of enhancements from 2014/2015, 2015/2016, and 2016/2017 and credited their funding through various grants, sponsorships that Mr. Nober had secured, SHEF/Booster Club donations, as well as the support of the Board of Education and the Superintendent of Schools.

Dr. Bennardo spoke to the message of moving forward in a sustainable manner but with a watchful eye on facilities. He added that while many districts tend to skimp on facilities, this District has worked diligently to take care of our buildings and grounds. Dr. Centamore spoke and added that the Facilities Committee looked at needs and planned accordingly. This school year the District allocated \$1,900,000, and Dr. Centamore highlighted the numerous projects completed. When addressing the 2017/2018 school year, Dr. Centamore reported that \$900,000 for buildings and grounds maintenance/upgrades, as well as \$700,000 in "Transfer to Capital" for capital improvement projects, was planned to continue with the commitment to Facilities. Maintenance and Capital projects included continuation of exterior/interior painting; curbing, paving and sidewalk refurbishments; district office conference room renovation; district-wide exterior lighting upgrades; renovations for the Walt Whitman High School Student Services Suite, the Main Office, as well as the Teen Center. Continuing, Dr. Centamore provided short- and long-term needs, which included infrastructure upgrades to boilers, water heaters, electrical panels, HVAC, drainage/paving/masonry, kitchen and storage, windows and roofing, and field renovations. Additionally Dr.

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**2017/2018 Budget  
Work Session:**

Centamore addressed items that the Facilities Committee would explore, such as energy performance contracts for lighting, solar, etc., and perhaps a bond, again, he emphasized, with a careful eye on the future.

Dr. Bennardo addressed the audience and spoke of the proposed “Current Services Budget” whereby there would be:

- A continuation of classroom staffing and programs at current levels with all accompanying salaries/benefits computed at next year’s rates;
- Staffing of district support staff, maintenance, custodial and grounds services at same thresholds with all salaries/benefits computed at next year’s rates;
- Roll forward of district financial obligations with both increased (healthcare and fuel) and decreased (pensions) cost adjustments factored;
- A final number related to these current service expenditures were then compared against projected revenue.

Dr. Bennardo stressed that in a “Current Services Budget” our goal was to maintain, preserve and sustain the gains we have made, while continuing the collective efforts to build upon and enhance all programs and services in a fiscally prudent, yet creative manner.

A brief review of the district-wide staffing was conducted. Additionally Dr. Bennardo addressed student enrollment as compared to other neighboring districts. The Huntington and South Huntington School Districts were holding steady, whereas Half Hollow Hills and Commack School Districts were on the decline with student enrollment. Dr. Bennardo addressed the class size structure for the 2017/2018 school year. For next year, there was a need for approximately six teachers at the Grades 6-12 levels. It was explained that Silas Wood will have an influx of 60-70 students and will require additional teachers to support that addition. The high school needs a partial English, a partial Science, and two (or so) ESL teachers—together six teachers. These six can be shuffled from one level to another. Dr. Bennardo added that our numbers broke well for next year. Approximately 12 sections provide for a class of 27 students, and 11 sections provide for a class of 21 students. Dr. Bennardo also shared that while some classes may have more students, the numbers were certainly within the range that was acceptable.

Dr. Bloom provided a synopsis of the new courses that will be offered at the high school in 2017/2018, as well as the additional technology the District will receive, which was being funded through a 2.9 million dollar grant.

In reviewing our fiscal expectations, Dr. Bennardo shared that Dr. Centamore will be comparing all budget codes and making whatever adjustments were needed. Currently, the confirmed new state aid increase was \$1,195,161; the anticipated additional state aid will be determined and communicated shortly; and the confirmed new tax levy increase was \$1,562,362. Dr. Bennardo

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**2017/2018 Budget  
Work Session:**

reported that he and Mr. Ciappetta recently advocated for more state aid in Albany, and last month, the Board of Education and Cabinet invited local legislators to a dinner in an effort to “get a larger piece of the pie.”

Dr. Bennardo explained that fund balance was a carry-over of funds from the current year that will be allocated in the following year. For the 2016/2017 school year, we had allocated a combined \$4.9 million in fund balance, which included \$600,000 from OPEB. The same fund balance recommendation was being made for 2017/2018.

Dr. Centamore shared that when revenue was less than robust, the use of reserves was needed. He utilized the words prudent, selective, tempered and measured when explaining how and when the use of reserves would be necessary. He also stressed that when reserves were used, how important it was to then replenish so that funds will continue to be available at a later date. Dr. Centamore provided information pertaining to the last several years’ history of reserves, highlighting the assigned un-appropriated fund balance (OPEB) and the unassigned fund balance, capped at 4%. While our reserves appear to be “healthy,” a prudent approach was still necessary. Dr. Centamore then provided an example as follows: If a district had a \$41 million reserve and planned on utilizing \$8 million per year without replenishing, after five years of this practice, the reserve would no longer be able to support the district, hence the term, “being on a cliff.” Dr. Centamore communicated that we have rebounded with our fund balance and total reserves, after many years of decline and then slow, steady growth.

Dr. Centamore reported that in this current school year, we have allocated \$1 million of reserves in the budget. For 2017/2018, we will continue with this allocation. Additionally, due to the low tax cap levy of 1.41% and the current proposed state aid increase of 3.56%, the use of approximately \$895,000 in additional reserves for 2017/2018, thus bringing the total use of reserves for 2017/2018 to \$1,895,000, was recommended. Dr. Centamore shared that this was possible due to prudent savings that were intended for a year, such as 2017/2018, when revenues were low. Continuing, Dr. Centamore reviewed the utilization of additional reserves. A number of items were required, such as cafeteria tables, student desks, classroom furniture replacements and musical equipment (\$76,500), as well as technology upgrades (\$132,000). Larger purchases needed were a maintenance vehicle (\$55,000), a tractor (\$65,000), and the commencement of a bus replacement plan (two large propane buses, \$221,000). Several student program budget codes required a one-time adjustment based upon a review of recent trends (\$345,500). Dr. Centamore communicated that the budget process for the 2018/2019 school year should have more available revenues, as it will be an election year, and, typically state aid is more robust during an election cycle. In addition, the Consumer Price Index was also increasing, thus the potential for a larger tax levy cap.

Dr. Bennardo reported that the New York State Assembly proposed an increase in state aid for those districts with high ESL populations, however,

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using the old saying, “A bird in the hand is worth more than two in the bush,” Dr. Bennardo added that we cannot count those birds just yet. We must continue to plan as though it will not happen. Reiterating, Dr. Bennardo stated that we must keep a careful eye on the future, and sustainability was key with the budget development process.

Dr. Centamore concluded the presentation by stating that at the next Board meeting, April 5, 2017, the budget work session will involve a thorough review of budget codes.

Mr. Kaden asked if the Board and/or members of the audience had any questions; none were posed.

<b>Adoption of Agenda:</b>	Motion by Mrs. LaCara, seconded by Mr. Ciappetta, be it Resolved that the revised tentative agenda be adopted. Motion carried unanimously.
<b>Motion on Minutes through Schedule of Bills (Warrants):</b>	Motion by Mrs. LaCara, seconded by Mrs. Carey, be it Resolved that the Board of Education of the South Huntington Union Free School District approve the following items:
<b>Minutes:</b>	Minutes of Board meeting held on February 8, 2017.
<b>Schedule of Investment Accounts:</b>	Schedule of Investment Accounts, as of January 2017, copy made part of these legal minutes, p. 1300.
<b>Treasurer's Report:</b>	Treasurer's Report, January 2017, copy made part of these legal minutes, p. 1301.
<b>Monthly Trial Balance and Bank Reconciliation:</b>	Monthly Trial Balance and Bank Reconciliation, January 2017, copy made part of these legal minutes, pp. 1302-1321.
<b>Monthly Collateral Reconciliation:</b>	Monthly Collateral Reconciliation, as of January 2017, copy made part of these legal minutes, p. 1322.
<b>Revenue Status Report, General Fund:</b>	Revenue Status Report, General Fund, for January 2017, copy made part of these legal minutes, p. 1323.
<b>Revenue Status Report, School Lunch Fund:</b>	Revenue Status Report, School Lunch Fund, January 2017, copy made part of these legal minutes, p. 1324.
<b>Revenue Status Report, Special Aid Fund:</b>	Revenue Status Report, Special Aid Fund, January 2017, copy made part of these legal minutes, p. 1325.

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<b>Revenue Status Report, Capital Fund:</b>	Revenue Status Report, Capital Fund, January 2017, copy made part of these legal minutes, p. 1326.	
<b>Budget Status Report (Expenditures) General Fund:</b>	Budget Status Report (Expenditures), General Fund, for January 2017, copy made part of these legal minutes, p. 1327-1334.	
<b>Budget Status Report (Expenditures) School Lunch Fund:</b>	Budget Status Report (Expenditures), School Lunch Fund, for January 2017, copy made part of these legal minutes, p. 1335.	
<b>Budget Status Report (Expenditures) Special Aid Fund:</b>	Budget Status Report (Expenditures), Special Aid Fund, for January 2017, copy made part of these legal minutes, pp. 1336-1337.	
<b>Budget Status Report (Expenditures) Capital Fund:</b>	Budget Status Report (Expenditures), Capital Fund, for January 2017, copy made part of these legal minutes, p. 1338.	
<b>Budgetary Transfer Report:</b>	Budgetary Transfer Report, for January 2017, copies made part of these legal minutes, pp. 1339-1340.	
<b>Tax Levy Schedule:</b>	Tax Levy Schedule, January 2017, copy made part of these legal minutes, p. 1341.	
<b>Library Tax Levy:</b>	Library Tax Levy, January 2017, copy made part of these legal minutes, p. 1341.	
<b>Extraclassroom Activity Fund Report:</b>	Extraclassroom Activity Fund Report, January 2017, copy made part of these legal minutes, pp. 1342-1349.	
<b>Bids:</b>	The following bids, as recommended by Administration on schedules made part of these legal minutes, pp. 1350-1356.	
	Smallwares	Schedule No. 18-33
	Miscellaneous Large Equipment	Schedule No. 18-34

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<b>Schedule of Bills (Warrants):</b>	<u>Schedule of Bills (Warrants)</u>		
	General (A)	Warrant 75	\$12,802.49
		76	\$170,950.00
		77	\$695,584.95
		78	\$6,219.55
		V077	(\$4,220.22)
	School Lunch (C)	Warrant 36	\$4,002.35
	Special Aid (F)	Warrant 31	\$38,139.84

**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.

**Communications:** Communications

1. Letter to Mr. Kaden and Board of Education from Mr. Peter Wunsch, President, Western Suffolk BOCES Board of Education, re his candidacy for another three-year term;
2. Letter to Mr. Kaden and Board of Education from Ms. Jeannette Santos, Western Suffolk BOCES Board of Education Member, re her candidacy for another three-year term;
3. Invitation to Board of Education from South Huntington Council of PTAs to Reflections Awards Ceremony, April 3, 2017, 7 p.m., at the South Huntington Public Library.

**Approval of Donation from Fish Life Aquarium:** Motion by Mrs. Carey, seconded by Mr. Ciappetta, be it Resolved that the Board of Education of the South Huntington Union Free School District hereby approves the donation of \$15,000 worth of equipment and coral for the Walt Whitman High School Research Program from Fish Life Aquarium, a local fish-life store in the South Huntington community.  
Motion carried unanimously.

Dr. Bennardo happily reported that this donation was orchestrated by Science teacher, Mr. Fred Feraco, who has done an outstanding job in bringing resources into the high school's science program. Dr. Bennardo expressed his appreciation for this business sponsorship.

**Approval of the Maureen Jenness Orchestral Music Scholarship:** 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 annual Maureen Jenness Orchestral Music Scholarship in the amount of \$1,500 with the criteria outlined in the memorandum from Principal Murphy dated February 27, 2017.  
Motion carried unanimously.

Dr. Bennardo shared that Maureen Jenness was at one time a student at Walt Whitman High School and after college, returned to Walt Whitman and taught Music for 36 years. Maureen retired in 2007 and was one of the first alumni honored in the Walt Whitman High School Hall of Fame. Dr. Bennardo expressed his appreciation in having this scholarship memorialize a beloved educator of our South Huntington community.

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**Approval of the Proposed Board of Education Meeting Dates for the 2017/2018 School Year:**

Motion by Mrs. Carey, seconded by Mr. Ciappetta, be it Resolved that the Board of Education of the South Huntington Union Free School District hereby approves the proposed Board of Education Meeting Dates for the 2017/2018 School Year, a copy made part of these legal minutes, pp. 1357-1360.  
Motion carried unanimously.

**Approval of Administrator's Attendance to the LRP Conference No. 70740:**

Motion by Mr. Ciappetta, seconded by Mrs. Carey, be it Resolved that the Board of Education of the South Huntington Union Free School District hereby approves the travel conference expenses to be incurred by Dr. Matthew Krivoshey while attending the LRP Conference No. 70740, Legal Issues for Educating Individuals with Disabilities, April 23, 2017, through April 26, 2017, in Baltimore, Maryland, a copy made part of these legal minutes, pp. 1361-1366.  
Motion carried unanimously.

Dr. Bennardo asked Mrs. Harris to comment; Mrs. Harris stated that the conference was of significant value, and the information Dr. Krivoshey will be able to share upon his return was substantial.

**Agreement with Munistat Services, Inc., and the District:**

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 Agreement/Rider between the District and Munistat Services, Inc., a copy made part of these legal minutes, pp. 1367-1381.  
Motion carried unanimously.

Dr. Bennardo stated that the District utilized Munistat Services, Inc., for Tax Anticipation Notes, as well as bonds. Dr. Centamore added that Ingerman Smith worked on the Agreement/Rider.

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

Motion by Mr. Nitkewicz, seconded by Mrs. DeGaetano, be it Resolved that the Board of Education of the South Huntington School District, having reviewed minutes of the Committee on Special Education dated February 1, 2, 7, 13, 14, 15, 16, 17, 27, 28, March 1, 2, 3, 6, 2017, and the Committee on Preschool Special Education dated February 14, 17, 27, 28, March 2, 2017, 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. 1382-1398.  
Motion carried unanimously.

**Discussion on Snow Days:**

Dr. Bennardo stated that there had been three snow days utilized—February 9, February 10, and the most recent, March 14. The Friday before Memorial Day, May 26, was converted from a non-instructional day to an instructional day with the first snow day. The second snow day was absorbed, and the third snow day was at the discretion of the Board of Education as to whether or not a day would be converted from the Spring Recess, the only available time that could be changed from non-instructional to instructional. Dr. Bennardo shared that the District has 182 student days and 3 conference days for a total of 185



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days. The State required 180 days as a total minimum, thus we were over the minimum requirement. The snowstorm of March 14<sup>th</sup> was indeed one of the late-arriving storms causing a school closing that can be recalled, and Dr. Bennardo asked for the Board's indulgence with not converting days from the Spring Recess, only three weeks away.

Mr. Kaden did not have any objection and asked the members of the Board to express their views. With no objections raised, the consensus of the Board was to absorb the March 14<sup>th</sup> snow day and not convert a Spring Recess day to an instructional day.

**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. 1399-1409, and authorizes implementation thereof:

Schedule 2: Probationary Appointments (Instructional)

Schedule 6: Summer School Appointments (Instructional)

Schedule 9: Coaching/Extracurricular Appointments (Instructional)

Schedule 10: Tenure Appointments

Schedule 11: Terminations (Instructional)

Schedule 15: Appointments (Non-Instructional)

Schedule 16: Terminations (Non-Instructional)

Schedule 22: Substitute Employee appointments (Inst./Non-Inst.)

Motion carried unanimously.

**Information and Reports:**

Information and Reports

1. Ingerman Smith Memorandum re Providing Protection of Equal Education Opportunities to All Children Residing within the School District Regardless of Immigration Status, March 3, 2017;
2. Ingerman Smith Memorandum re School District Obligations Concerning Website Accessibility, March 3, 2017;
3. Letters to Principals Kenney and Kerrigan re Dr. Bennardo's visit to each building and reading to students;
4. Letter to Student Participants in Geography Bee from Dr. Bennardo;
5. Letter to Boys State Program Nominees from Dr. Bennardo;
6. Letter to Minds in Motion Recipients from Dr. Bennardo;
7. Thank you letter to Mr. Michael Bermudez, American Wholesale Nursery, re donation of plants for Walt Whitman from Mr. Kaden;
8. Personnel Postings;
9. NYSIR News, February 2017.

Information Sent to Board Week Ending March 3, 2017

1. Letter to Karthikeyan Mayilvahanan from Dr. Bennardo re Long Island Science & Engineering Fair success;
2. Letter to Pam Johnson from Dr. Bennardo re Black History Night;
3. Letter to Students from Dr. Bennardo re Scholarship for Academic Excellence in NYS;

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4. Letter to Antoinette Butts Miller from Dr. Bennardo re Performance at the Suffolk Winter Track Meet;
5. Letter to Terron Robinson from Dr. Bennardo re Suffolk County Wrestling Championship;
6. Letter to WWHS January Students of the Month from Dr. Bennardo;
7. Letter of Gratitude to Sponsors of Events from Dr. Bennardo;
8. Letter of Gratitude to Sponsors for Newsletter Sponsorships from Dr. Bennardo;
9. Letter to the WWHS Choral Festival Performers from Dr. Bennardo;
10. Letter to the Women's Basketball Team re Playoffs from Dr. Bennardo;
11. Letter to Fifth-Grade Students Involved with Oakwood's "Book Buddy" program from Dr. Bennardo;
12. NY Post Article from Lee Nober re Cyber Hacking;
13. Minutes of the SHTA Executive Board Meeting of February 27, 2017;
14. Countrywood Chronicle, March 2017;
15. Oakwood Calendar for March 2017;
16. Personnel Postings;
17. The Silas Scoop.

**Comments from Board Members and Staff:**

None provided.

**Voice of the Residents:**

Visitors were invited to participate.

**Adjournment:**

Motion by Mrs. Carey, seconded by Mrs. DeGaetano, be it Resolved that the meeting be adjourned.  
Motion carried unanimously.

The meeting was declared adjourned at 8:35 p.m.



Nicholas R. Ciappetta, J.D.  
Vice President, Board of Education



Laura McLean, District Clerk

Attachments made part of these legal minutes, pages 1300 through 1409.