

# AGENDA



## BOARD OF EDUCATION

~~March 12, 2020~~

*March 24, 2020*

### VIRTUAL MEETING

USE THE FOLLOWING LINK FOR AUDIO

<https://youtu.be/ibMCyQITJVo>

**REFERENCE THE MARCH 12, 2020 AGENDA FOR BACK-UP DOCUMENTATION**

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*Submitted by:*

*Bernadette M. Burns*

*Superintendent of Schools*

**A G E N D A**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**

**March 12, 2020**

**March 24, 2020**

*Virtual Meeting*

*West Islip, New York*

- I. **CALL TO ORDER**
- II. **QUORUM COUNT**
- III. **ANNOUNCEMENTS**
  - A) Census
- IV. **INVITATION TO PUBLIC** - ~~The public is invited to speak on any agenda item. Community members will be recognized from the signature cards only. (Name and address required) This will be limited to 20 minutes in total and will continue only as long as it is conducted in an orderly fashion. Each person or representative of a group will be limited to three minutes.~~ **DUE TO THE VIRTUAL NATURE OF THE MEETING, PUBLIC QUESTIONS AND COMMENTS WILL BE ACCEPTED AT [WI.OFFICEOFSUPERINTENDENT@WI.K12.NY.US](mailto:WI.OFFICEOFSUPERINTENDENT@WI.K12.NY.US) OR [BOE@WI.K12.NY.US](mailto:BOE@WI.K12.NY.US)**
- V. **APPROVAL OF MINUTES:** A motion is needed to approve the minutes of the February 25, 2020 Planning Session and the February 25, 2020 Masera Community Forum.
- VI. **PERSONNEL**
- VII. **CURRICULUM UPDATE**
- VIII. **REPORT OF BOARD COMMITTEES**
  - A) Finance Committee {3/10/2020}
  - B) Buildings and Grounds Committee {3/10/2020}
  - C) Special Education Committee {3/11/2020}
  - D) Education Committee {~~3/12/2020~~} **Meeting cancelled**
  - E) Health and Wellness Committee {2/11/2020 and 3/10/2020}
  - F) Policy Committee
    - Second Reading* No. 4212 Table of Organization
    - No. 7470 Student Voter Pre-Registration
    - No. 7516 Health and Wellness
- IX. **FINANCIAL MATTERS**
  - A) Treasurer's Report
- X. **BUSINESS ITEMS**
  - A) Approval of Budget Transfers
  - B) Approval of Resolutions
    1. Acceptance of Internal Risk Assessment Report from Cullen & Danowski, LLP and related Corrective Action Plan – January 21, 2020
    2. Acceptance of Single Audit Report from R.S. Abrams & Co., LLP and related Correction Action Plan for year ended June 30, 2019
  - C) Approval of 2019 – 2020 Contracts
    1. Dr. Rebecca Fontanetta, Fontanetta Neuropsychology
    2. Smithtown Central School District
  - D) Approval of Surplus
    1. Miscellaneous IT/AV Equipment
  - E) Approval of 2019 – 2020 Health Services Contracts
    1. Smithtown CSD ~ \$3,070.95
    2. Syosset CSD ~ \$5,091.20
  - F) Approval of Change Orders
    1. Eldor → Manetuck (\$750.00)
    2. Eldor → Beach (\$1,500.00)
    3. Eldor → Udall (\$1,500.00)
    4. Eldor → WIHS (\$1,250.00)

X. **BUSINESS ITEMS**, *continued*

- G) Approval of 2019–2020 Engagement letter from Cullen & Danowski, LLP - Agreed-Upon Procedures  
~ Purchasing

XI. **PRESIDENT’S REPORT**

- A) ASK US Lease Agreement  
B) Resolution re: withdrawal of due process complaint  
C) ***Approval of the of Notice of Public Hearing, Budget Vote, and Election of the West Islip UFSD dated March 19, 2020, including the propositions, terms, dates and provisions set forth therein, and directs the District Clerk to publish the Legal Notice in accordance with Education Law Section 2004***

XII. **SUPERINTENDENT’S REPORT**

XIII. **NOTICES/REMINDERS**

XIV. **OTHER ITEMS FOR BOARD MEMBERS INFORMATION**

- XV. **INVITATION TO THE PUBLIC** - ~~The public, at this time, is cordially invited to bring before the Board any questions/concerns. Community members will be recognized from the signature cards only. (Name and address required) ~ 20 minute time limit. Each person or representative of a group will be limited to three minutes.~~ **DUE TO THE VIRTUAL NATURE OF THE MEETING, PUBLIC QUESTIONS AND COMMENTS WILL BE ACCEPTED AT [WI.OFFICEOFSUPERINTENDENT@WI.K12.NY.US](mailto:WI.OFFICEOFSUPERINTENDENT@WI.K12.NY.US) OR [BOE@WI.K12.NY.US](mailto:BOE@WI.K12.NY.US)**

- XVI. **EXECUTIVE SESSION** – *After a ten-minute break, the Board of Education will adjourn to discuss personnel, negotiations, and litigation. At the conclusion of Executive Session, the Board will reconvene to public session in the District Office Board Room to consider any items for which a vote is required.*

- XVII. **CLOSING** - Adjournment

## EXECUTIVE SESSION

~~March 12, 2020~~

**March 24, 2020**

*Virtual Meeting*

*West Islip, New York*

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### ITEMS FOR DISCUSSION

- 1) PERSONNEL
- 2) LEGAL MATTERS
- 3) NEGOTIATIONS

*Public Officers Law Sec. 105 limits the items that may be discussed in Executive Session. These include litigation, negotiations, medical, financial, or employment matters concerning a particular person, proposed acquisition, sale or lease of real property, sale of securities, etc. Items discussed in Executive Session are to remain confidential.*

NOTICE OF PUBLIC HEARING, BUDGET VOTE AND ELECTION OF THE WEST ISLIP UNION  
FREE SCHOOL DISTRICT SUFFOLK COUNTY, NEW YORK

NOTICE IS HEREBY GIVEN, that a Public Hearing of the qualified voters of the West Islip Union Free School District, Town of Islip, Suffolk County, New York, will be held in the Beach Street Middle School, in said district on Thursday, May 7, 2020 at 7:30 PM, prevailing time, for the transaction of business as authorized by the Education Law, including the following items:

1. To present to the voters a detailed statement (proposed budget) of the amount of money which will be required for the 2020-2021 fiscal year.
2. To discuss all the items hereinafter set forth to be voted upon by voting machines at the Budget Vote and Election to be held on Tuesday, May 19, 2020.
3. To transact such other business as may properly come before the meeting pursuant to Education Law of the State of New York and acts amendatory thereto.

AND FURTHER NOTICE IS HEREBY GIVEN that a copy of the statement of the amount of money which will be required to fund the School District's budget for 2020-2021, exclusive of public moneys, may be obtained by any resident of the District beginning Tuesday, April 28, 2020 between the hours of 8:00 AM – 4:00 PM, prevailing time, except Saturday, Sunday or holidays at the Office of the District Clerk, 100 Sherman Avenue, West Islip, NY 11795, at the West Islip Public Library and on the District's internet website.

AND FURTHER NOTICE IS HEREBY GIVEN, that said Budget Vote and Election will be held on Tuesday, May 19, 2020, in the West Islip High School, between the hours of 7:00 AM – 9:00 PM, prevailing time, at which time the polls will be opened to vote by voting machine upon the following items:

1. To adopt the annual budget of the School District for the fiscal year 2020-2021 and to authorize the requisite portion thereof to be raised by taxation on the taxable property of the District.
2. To elect two (2) members of the Board of Education for a three-year term commencing July 1, 2020, and expiring on June 30, 2023, to fill the positions held by Ronald Maginniss and Paul Michaluk whose terms expire on June 30, 2020.

AND FURTHER NOTICE IS HEREBY GIVEN, that pursuant to Section 495 of the Real Property Tax Law, the School District is required to attach to its proposed budget an exemption report. Said exemption report, which will also become part of the final budget, will show how the total assessed value of the final assessment roll used in the budgetary process is exempt from taxation, list every type of exemption granted by the statutory authority, and show the cumulative impact of each type of exemption, the cumulative amount expected to be received as payments in lieu of taxes (PILOT) and the cumulative impact of all exemptions granted. In addition, said exemption report shall be posted on any bulletin board maintained by the District for public notices and on any website maintained by the District.

AND FURTHER NOTICE IS HEREBY GIVEN, that petitions nominating candidates for the office of member of the Board of Education shall be filed with the Clerk of said School District at her office in the Administrative Office at 100 Sherman Avenue, West Islip, NY 11795, not later than April 20, 2020, between 9:00 AM and 5:00 PM, prevailing time. Each petition shall be directed to the Clerk of the District; must be signed by at least thirty-three qualified voters of the District (representing 2% of the number of voters who voted in the previous annual election); Vacancies on the Board of Education are not considered separate, specific offices; candidates run at large. Nominating petitions shall not describe any specific vacancy upon the Board for which the candidate is nominated.

AND FURTHER NOTICE IS HEREBY GIVEN, that personal registration of voters is required either pursuant to Section 2014 of the Education Law, or pursuant to Article 5 of the Election Law. If a voter has heretofore registered pursuant to Section 2014 of the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he or she is eligible to vote at this election. If a voter is registered and eligible to vote under Article 5 of the Election Law, he or she is also eligible to vote at this election. All other persons who wish to vote must register.

AND FURTHER NOTICE IS HEREBY GIVEN, the voters may register with the Clerk of said School District at her office in the District Administration Office, 100 Sherman Avenue, West Islip, NY 11795, between the hours of 8:00 a.m. to 4:00 p.m. when school is in session at any day prior to May 14, 2020 to add

any additional names to the Register to be used at the aforesaid election, at which time any person will be entitled to have his or her name placed on such Register provided that at such meeting with the Clerk of said School District he or she is known or proven to the satisfaction of the Clerk of said School District to be then or thereafter entitled to vote at such election for which the Register is prepared. The Register so prepared pursuant to Section 2014 of the Education Law will be filed in the Office of the District Clerk, at her office in the District Administration Office, 100 Sherman Avenue, West Islip, NY 11795, and will be open for inspection by any qualified voter of the District beginning on and after Thursday, May 14, 2020, between the hours of 8:00 AM – 4:00 PM, prevailing time, on Saturday, May 16, 2020 by prearranged appointment only between the hours of 10:00 AM and 1:30 PM, and on May 19, 2020, the day set for the election except Sunday, and at the polling place(s) on the day of the vote.

AND FURTHER NOTICE IS HEREBY GIVEN, that pursuant to Section 2014 of the Education Law of the State of New York, the Board of Registration will meet on Tuesday, May 19, 2020, between the hours of 7:00 AM – 9:00 PM, prevailing time, at the West Islip High School, to prepare the Register of the School District to be used at the Budget Vote and Election to be held in 2021, and any special district meeting that may be held after the preparation of said Register, at which time any person will be entitled to have his or her name placed on such Register provided that at such meeting of said Board of Registration he or she is known or proven to the satisfaction of such Board of Registration to be then or thereafter entitled to vote at the school election for which said Register is prepared, or any special district meeting held after May 19, 2020.

AND FURTHER NOTICE IS HEREBY GIVEN, that applications for absentee ballots will be obtainable during school business hours from the District Clerk beginning Monday, April 20, 2020; completed applications must be received by the District Clerk at least seven (7) days before the election, May 12, 2020, if the ballot is to be mailed to the voter, or the day before the election, May 18, 2020, if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk not later than 5:00 p.m., prevailing time, on Tuesday, May 19, 2020.

AND FURTHER NOTICE IS HEREBY GIVEN, that qualified military voters may elect to designate a preference to receive a military ballot by mail, facsimile transmission or electronic mail. Qualified military voters who do not designate a preference shall receive the military ballot application or military ballot by mail. All qualified military voters' ballot application and military ballot must be returned by mail or in person. Ballots for military voters shall be distributed to qualified military voters no later than twenty-five days before the election, April 24, 2020. Military ballots must be received by the District Clerk before the close of the polls, on Tuesday, May 19, 2020.

A list of persons to whom absentee ballots are issued will be available for inspection to qualified voters of the District in the Office of the District Clerk on and after Thursday, May 14, 2020, on each day prior to the day set for the election, except Sunday, on Mondays through Fridays between the hours of 8:00 AM – 4:00 PM, prevailing time, on Saturday, May 16, 2020 by prearranged appointment only between the hours of 10:00 AM and 1:30 PM, and on May 19, 2020, the day set for the election. Any qualified voter then present in the polling place may object to the voting of the ballot upon appropriate grounds by making his or her challenge and the reasons therefore known to the Inspector of Election before the close of the polls.

AND FURTHER NOTICE IS HEREBY GIVEN, that pursuant to a rule adopted by the Board of Education in accordance with Section 2035 of the Education Law, any referenda or propositions to amend the budget, or otherwise to be submitted for voting at said election, must be filed with the Clerk of the Board of Education at the District Office, 100 Sherman Avenue, West Islip, NY 11795, in sufficient time to permit notice of the proposition to be included with the Notice of the Public Hearing, Budget Vote and Election required by Section 2004 of the Education Law or on or before Monday, April 20, 2020, at 4:00 PM, prevailing time; must be typed or printed in the English language; must be directed to the Clerk of the School District; must be signed by at least 164 qualified voters of the District (representing 10 percent of the number of voters who voted in the previous annual election); and must legibly state the name of each signer. However, the School Board will not entertain any petition to place before the voters any proposition the purpose of which is not within the powers of the voters to determine, which is unlawful, or any proposition which fails to include a specific appropriation where the expenditure of monies is required by the proposition, or where other valid reason exists for excluding the proposition from the ballot.

Dated: West Islip, New York March 19, 2020

By Order of the

BOARD OF EDUCATION OF THE

West Islip Union Free School District

West Islip, NY 11795

Mary Hock, District Clerk