



NORTH BELLMORE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES – SEPTEMBER 10, 2020

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| Business Meeting | Martin Avenue School 2616 Martin Avenue, Bellmore, NY 11710 | 7:30 PM |
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The Business meeting of the North Bellmore Union Free School District Board of Education was held on Thursday evening, September 10, 2020, in the All Purpose Room of the Martin Avenue School at 2616 Martin Avenue, Bellmore, New York.

The following members of the Board of Education were present:

Rosemarie Corless, President
Melissa Cmar-Grote
Nina Lanci
Christine Malloy

The following member of the Board of Education was absent:

Jo-Ann Erhard, Vice President

Also present:

Marie Testa, Superintendent of Schools
Carol Eskew, Deputy Superintendent
Janet Pollitt, Assistant Superintendent for Curriculum and Instruction
Jacqueline Rehak, Assistant Superintendent for Business
Jason Fischetti, Executive Director of Technology, Data and Information Services
Christopher Powers, District Counsel
Jeanne Canavan, District Clerk

CALL TO ORDER

The meeting was called to order at 6:42 p.m. Motion was made by Mrs. Cmar-Grote, seconded by Mrs. Lanci to adjourn the public portion of the meeting and convene an executive session for the purposes of discussing personnel matters. Motion carried 4-0. The meeting reconvened at 7:56 p.m.

PLEDGE OF ALLEGIANCE

Mrs. Corless led those present in the Pledge of Allegiance.

MOMENT OF SILENCE

Mrs. Corless called for a moment of silence in remembrance of the lives lost during Covid-19 and the 9/11 terrorist attacks.

Mrs. Lanci read the District's mission statement.

**APPROVAL OF
MINUTES**

Mrs. Lanci moved that the Board of Education approve the minutes from the business meeting of June 1, 2020 and the minutes from the special meetings of August 6, August 24 and August 26, 2020. Mrs. Cmar-Grote seconded and the motion was carried 4-0.

PUBLIC COMMENTS

There were no agenda item related questions.

CORRESPONDENCE

Mrs. Corless advised that correspondence was received and will be reviewed by the Board.

**TREASURER'S
REPORT**

Mrs. Corless moved that the Board of Education approve the Treasurer's report for the month ended July 31, 2020. Mrs. Lanci seconded and the motion and was carried 4-0.

**HIGH SCHOOL
REPORT**

Mrs. Lanci reported that the CHSD opened safely in a hybrid model yesterday with half of the student population each attending in-person instruction two days per week. The Board met last night for its regular meeting. A discussion was held regarding allowing tenth graders to go outside for lunch. No decision has been made yet. Mrs. Lanci added that parents should check the school calendar on the website as some events may have been canceled. The next meeting will be held on October 7.

FINANCE

The Board of Education acknowledged the review of the warrants that have been approved by the Claims Auditor for the month of August 2020.

Mrs. Lanci moved that the Board of Education approve the Budgetary Transfers dated September 10, 2020. Mrs. Cmar-Grote seconded and the motion was carried 4-0.

**SUPERINTENDENT'S
REPORT**

Mrs. Testa reported that we had an amazing reopening. Mrs. Testa thanked the North Bellmore administration and Reopening Team for creating a phenomenal reopening plan that put the safety of students, faculty and staff first. The first full day of school will be tomorrow. The District will be utilizing the myWorkBadge health screening App to help promote a safe and healthy environment.

The District is in the process of redesigning instrumental virtual instruction for sixth grade musicians. We have received a good response to our Virtual Instrumental Music Interest survey and we are looking into the possibility of offering it to our fifth grade musicians as well. We are also looking to start to plan for the implementation of the virtual Alpha Program and research virtual Spanish instruction options.

On behalf of the Board of Education Mrs. Corless expressed her appreciation to the faculty, staff and administration team who worked tirelessly on the reopening plans and for caring so deeply and making the students' learning environment their top priority.

PERSONNEL

Mrs. Lanci moved that the North Bellmore Board of Education approve the Superintendent's recommendation to increase the full time speech language pathologist staff by one position in the tenure area of speech and language disabilities, effective 9/1/2020. Mrs. Corless seconded and the motion was carried 4-0.

Mrs. Malloy moved that the Board of Education approve the Personnel Report dated September 10, 2020. Mrs. Cmar-Grote seconded and the motion was carried 4-0.

- A. Appointments
- B. Change of Status
- C. Leave Requests
- D. Resignations

**BUSINESS DEPARTMENT
REPORT**

Mrs. Rehak reported that she is working on the year-end audit. We have started preparing ST-3 and related forms, but need to finalize financials first.

We will schedule our internal audit committee meeting to go over final internal reports and will try and schedule it with the review of external reports, if possible. We will prepare any required corrective action plans and put it forth to the Board for approval at the October Board meeting,

The Transparency Report, which is a report of our total funding allocation for each school in the district for the 2020/2021 school year, has been finalized and submitted. The form seeks to capture school districts' methodologies and/or rationales for school-level funding allocations, and comes up with a cost per pupil per school building. We averaged \$23K - \$30K per student per school building. The variance by schools results from a number of factors including: location of ILP classes, placement of teachers and what their respective seniority is, and placement of programs (i.e. summer school is at Martin). As such Martin ends up with the highest cost per pupil due to placement of ILP classes and hosting the summer school program.

CARES Act Funding: We are in the process of preparing our CARES Act funding application which is due by September 15. The District will be allocated about \$150K from the CARES Act based on preliminary projections from the State. The District's State Aid will be reduced by this amount.

**BUSINESS DEPARTMENT
UPDATE**

District's Financial Position: As reported last month and, as planned, the District has funds from 2019/20 to put in to the reserves and unappropriated fund balance. At year-end our reserve funds will be fully funded and the District will have 4% in unappropriated fund balance. In addition, there are additional unappropriated funds from 2019/20 due to the closure (transportation, utilities, cancellation of spring events) that is being used to offset costs of reopening (PPE, barriers, technology, cleaning, virtual learning option). In addition, it will be used to offset future increased costs from economic downturn: TRS/ERS/Health Insurance and Transportation.

We will achieve this by exceeding the 4% in unappropriated fund balance so the funds will be available to District. The alternative would have been to fund the capital reserve as established by voters through the election. However, we understand the burden placing those funds into a reserve would be on our taxpayers and future budgets. So with the Board's approval, we will leave it in unappropriated for now and exceed the 4%. This came after many discussions of reopening costs and State Aid reductions.

North Bellmore's reopening is projected to cost about \$2.5M, and the 20% reduction in State Aid will reduce the District's revenue by approximately \$2.8M for a total of \$5.3M that was not budgeted. The District will need its reserves and unappropriated fund balance to offset this impact.

TAN: Due to the 20% decrease in State Aid payments and the extension of the due date of real estate tax payments, the District is keeping a close eye on cash flow. We may need to go out for a TAN in October to cover the month of November. The Board approved a resolution last spring in anticipation of this, and should we need to borrow quickly we will be able to do so with the Board President's signature. Mrs. Rehak stated that she will continue to keep the Board posted on the status of this over the next month.

Transportation: As with every start of the school year, we have experienced some transportation issues on the first couple days of school and we apologize for any inconvenience this may have caused. We have been in constant contact with the bus company to get everything worked out as quickly as possible.

Central Registration: We have had 20 new students enroll over the past two weeks. We will continue to keep an eye on class sizes and class placement as they finalize their registration.

**BUSINESS DEPARTMENT
UPDATE**

School Lunch: We are ready to begin the school lunch program tomorrow. All classes have been provided with a crate and lunch order form. The forms will be submitted by 9 AM each morning. The lunch staff will fulfill the orders and put them in the crates to be collected by the applicable LRA for each class. All meals will be individually wrapped, including condiments and utensils. An order form will also be provided to students learning virtually in case they want to partake in the program. It will operate as a grab-n-go pickup.

Free Lunch: Last week the Federal government indicated they are extending free lunch that was operated during the closure. We contacted Child Nutrition to see if this will apply to North Bellmore and they told us to hold off until we hear from them. Should this apply to the District we will adjust accordingly.

**CURRICULUM &
INSTRUCTION REPORT**

Superintendent's Conference Day: Mrs. Pollitt thanked the Board for approving a third day of Professional Development. It was both needed and appreciated. The training provided an opportunity to transition everyone to the new school environment and the ability to conduct afternoon meetings with the faculty and staff to debrief and assess. Mrs. Pollitt and Mrs. McNamara are preparing the professional development schedule for the year. The 90 minute PD schedule will be out in the next couple of weeks.

Virtual School: There are two virtual classes on each grade level, plus an ILP class (307 students in total approximately 15% of the student population). The materials pick up day was very successful. Mrs. Pollitt thanked the teachers, secretaries, principals and Technology Department for their help with the distribution. Virtual Back to School Night will be held on September 15 starting at 6 PM.

Home School Students: The amount of home school students doubled this year for a total of 26 students due to the fact that some families didn't want to choose in-person or remote learning. All necessary reporting is done through the Curriculum and Instruction Office.

Social-Emotional Needs Survey: Yesterday, a survey was sent out via connect Ed to parents to assist our teachers in gaining insight into the students' social emotional needs. In addition to supporting students' academic growth, physical health and safety, the social-emotional and mental well-being of our students continues to be at the forefront of our work. Please complete the survey in order to share any concerns you may have as well as your child's strengths. The information will be directed to your child's classroom teacher.

**CURRICULUM &
INSTRUCTION REPORT**

Mental Health and Wellness: Last week's virtual Parent University, Supporting Your Children as They Return to School, presented by David Hymowitz, offered parents helpful advice on how to assist children with their feelings in this new school environment. The workshop was very well received and more important than ever during this time.

**TECHNOLOGY
DEPARTMENT
REPORT**

Mr. Fischetti gave the following updates:

Virtual Learning: Mr. Fischetti reported that the Technology Department has been very busy supporting the virtual learning population. Every grade 3-6 virtual student was given an iPad. Grades K-2 were loaned laptops as requested. Remote teachers at home were given PCs, laptops, cameras, and printers; whatever they needed to work successfully from home.

iPads: We implemented a new iPad management system to better support 1:1 initiative. It takes just over an hour per device to make the transition and we have 1600 devices. The first priority was our virtual community which is now complete. Many thanks to the teachers for their patience as we update and return their devices. We are currently updating all the remaining iPads that will be assigned 1:1 for grades 3-6 in-school students.

We are also in the process of rostering all of our students into all of our online programs. We hope to have Seesaw, our online learning platform, available by Monday or Tuesday of next week for all teachers and students

Health screening: We have successfully rolled out our health screening app, myWORKBADGE, for employees and families. Families can now start screening their children once weekly, employees each day prior to arrival. All visitors to the district will continue to use JotForm for health screening.

**SPECIAL EDUCATION
DEPARTMENT UPDATE**

Ms. Eskew gave the following updates:

Immunizations: Reminders were sent to parents and guardians regarding their responsibility to ensure that their children have up to date immunizations for this school year. Nurses have done an excellent job reviewing student records and contacting parents/guardians as a follow-up to our formal correspondence. Parents/Guardians were reminded that student immunizations must be up to date within 14 days from the first day of school. Students who do not have updated immunizations by that time will be excluded from school until this requirement is met, regardless of whether they are attending school virtually or in-person.

All nurses have taken Contact Tracing training through Johns Hopkins University and have submitted their certifications. Ms. Eskew stated that

**SPECIAL EDUCATION
DEPARTMENT UPDATE**

the nurses have been very helpful and supportive and she is very proud of the work the nurses have done.

This year, due to COVID, the district was unable to hold Section 408 meetings before the end of the 2019-2020 school year for the 2020-2021 school year. This continued to be the case as school resumed in September. In order to meet the requirement to ensure that all personnel who work with students with IEPs receive and/or review student IEPs and other documents (Health Plans, Behavior Plans etc.), in advance of working with each such student, the District implemented a method for accomplishing this electronically

A lot of research and work went into purchasing and distributing clear masks and shields for our special education teachers and service providers so that the students, especially with speech and hearing impairments, are able to see the faces of the service providers and instructional personnel, especially when students lip read from teachers. The nurses and the staff have gone above and beyond to make sure the needs of the students are being addressed.

A psychologists' meeting was held to discuss the use of the RFP (Request For Proposals) list when seeking services from out of district vendors and how to handle parent requests for specific providers who do not work for the school district.

CONSENT AGENDA

Motion was made by Mrs. Lanci, seconded by Mr. Cmar-Grote and carried 4-0 for the following consent agenda items: Nos. 14.1 through 15.4.

CPSE/CSE REPORTS

14.1 **BE IT RESOLVED**, that the Board of Education approve the CPSE and CSE reports dated September 3, 2020.

**NEW BUSINESS
CONTRACTS**

15.1 **BE IT RESOLVED**, that the Board of Education approve the following contracts for the 2020/21 school year:

- Bellmore Physical Therapy, PC. d/b/a Just for Kids Physical Therapy
- Bilinguals, Inc. d/b/a Achieve Beyond
- Capital Markets Advisors, LLC
- Caring Hands Home, Inc.
- Diana Jabis
- Metro Therapy, Inc. (Academic Tutoring)
- Metro Therapy, Inc. (Related Services)
- North Coast Psychological Services, PLLC
- Caryl Oris, MD
- Questar III

DONATIONS

15.2 **BE IT RESOLVED**, that the Board of Education accept a donation from the Bellmore Lions Club of school supplies for students in need (valued at \$1,000).

Mrs. Corless thanked the Bellmore Lions Club for their very generous donation.

15.3 **BE IT RESOLVED**, that the Board of Education accept a check in the amount of \$307.61 from Stop & Shop A+ Awards to be used to purchase recess equipment for the students of John G. Dinkelmeyer School.

AGREEMENT AND RELEASE

15.4 **BE IT RESOLVED**, that the North Bellmore Board of Education approve an Agreement and Release in the Matter of the North Bellmore Union Free School District and a North Bellmore Student (listed on confidential attachment "A").

OLD BUSINESS

There was none.

PUBLIC COMMENTS

None.

Oh behalf of the Board of Education, Mrs. Corless thanked Mr. Ferrara for his nine year commitment to serve on the North Bellmore Board of Education and for all he did for the district and for his support.

EXECUTIVE SESSION

Motion was made by Mrs. Lanci, seconded by Mrs. Cmar-Grote to move into Executive session to discuss matters related to particular personnel and Covid-19 at 8:53 PM.

ADJOURNMENT

On a motion by Mrs. Lanci seconded by Mrs. Cmar-Grote and carried 4-0, the Board of Education meeting was adjourned at 9:55 PM.

Respectfully submitted,

Jeanne Canavan
District Clerk