

Minutes of Special School Board Meeting – July 16, 2014

Board Room – Administration Building – Mattlin Middle School

Present: Mr. Bettan, Mrs. Schulman, Mrs. Bernstein, Mr. Greenberg
Mrs. Lieberman, Mrs. Pierno, Mrs. Rothman.

Also Present: Dr. Lewis, Mr. Ruf, Ms. Aloe, Mrs. Tyler.

Absent: Mrs. Rothman, Ms. Gierasch, Dr. Eagen, Mr. Guerico

There were approximately 4 district residents and staff members present.

Mr. Bettan called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

Executive Session

Resolved unanimously upon motion by Mr. Greenberg, seconded by Mrs. Schulman that the Board of Education adjourn to Executive Session for the purpose of obtaining advice of counsel.

The meeting was reconvened at 7:20.

Presentation:

Bond 2014-“Building Futures Together”

Mr. Ruf and Mr. Ward gave an overview on the Capital Improvement Projects.

Discussion:

Mrs. Lieberman asked for a list of other districts that have done bonds and the scope of the bond.

Mr. Rettig, from BBS Architects gave a few examples and stated that he would provide a full list to the Board.

Mrs. Pierno questioned the Building Condition Survey stating that we need \$70 million for repairs. “What does that mean”?

Mr. Rettig stated they don't need the full amount. Some of the level one repairs have already been taken care and there are other projects that are not priorities. He went on to explain how they categorize the building projects.

Mrs. Schulman asked how safety and security would be addressed.

Mr. Ruf stated they have already made many upgrades to security in and around the buildings. He spoke of other options that they will address. He stated that if we get the charge from the Board, they will invite a company that works with many of the districts, in to present.

Mrs. Lieberman asked about the windows, doors and locks in the classrooms.

Mr. Ward said that they were looking into intrusion locks, which the teacher can lock from inside the classroom. They will also be looking to upgrade the doors in all of the buildings.

New Business

Formation of a Citizens Advisory Committee

Resolved unanimously upon motion by Mrs. Lieberman, seconded by Mrs. Schulman that the Board of Education approve the attached resolution for the formation of a Citizens Advisory Committee known as the Facilities Upgrade and Improvement Advisory Committee.

RESOLUTION

WHEREAS, the Board of Education is exploring options for upgrades and improvement to the District's facilities and infrastructure; and

WHEREAS, the Board of Education is desirous of appointing an advisory committee to review and study the facility and infrastructure needs throughout the District and to provide to the Board of Education advisory recommendations regarding needed upgrades and improvements to the District's facilities and infrastructure;

NOW THEREFORE BE IT RESOLVED, that the Board of Education hereby establishes an advisory committee to be known as the Facilities Upgrade and Improvement Advisory Committee (the "Committee") to provide advisory recommendations to the Board of Education regarding needed upgrades and improvements to the District's facilities and infrastructure; and

BE IT FURTHER RESOLVED, that the Committee is purely advisory in nature and does not reduce the responsibility of the Board of Education which shall be free to accept or reject the Committee's recommendations as it sees fit; and

BE IT FURTHER RESOLVED, that the Board of Education, in its sole discretion, shall appoint the members of the Committee who shall serve on a voluntary basis; and

BE IT FURTHER RESOLVED that the Committee shall include up to 21 members, as determined by the Board of Education in its sole discretion, including the Liaison Member and the District's Architect as designated in this Resolution, and shall also include members of stakeholder groups as determined by the Board of Education in its sole discretion and notwithstanding any Policy to the contrary, residency in the District is not a requirement for eligibility to serve on the Committee;

BE IT FURTHER RESOLVED that the Assistant Superintendent for Business is hereby appointed as a member of the Committee and is hereby designated as the Liaison Member of the Committee; and

BE IT FURTHER RESOLVED, that Roger Smith as representative of the District's Architect, BBS Architects and Engineers, is hereby appointed as an *ex officio* member of the Committee; and notwithstanding any policy to the contrary, is hereby appointed and designated as its chair; and

BE IT FURTHER RESOLVED, that the Committee shall make periodic reports of its progress to the Board of Education with a final written report to be provided to the Board of Education at the regularly scheduled meeting of the Board of Education on September 29, 2014 unless otherwise determined by the Board of Education in its sole discretion; and

BE IT FURTHER RESOLVED, that the length of service of the Committee shall not continue beyond the time of the Committee's final report to the Board of Education unless the Committee's length of service is terminated earlier or extended by the Board of Education in its sole discretion; and

BE IT FURTHER RESOLVED, that the Board of Education hereby approves the Bylaws for the Committee that are attached to this Resolution and the Committee shall operate pursuant to such Bylaws which may be amended, revised or rescinded at any time by the Board of Education in the sole discretion of the Board of Education.

Ms. Aloe stated that the resolution was revised prior to the meeting, the changes will be included in the minutes.

By-Laws of the Facilities Upgrade and Improvement Advisory Committee

Resolved unanimously upon motion by Mrs. Schulman, seconded by Mrs. Bernstein that the Board of Education revise the By-Laws.

Resolved unanimously upon motion by Mrs. Pierno, seconded by Mr. Greenberg that the Board of Education approve the addition to the Procedure section by adding numbers 6-12.

Resolved unanimously upon motion by Mr. Greenberg, seconded by Mrs. Lieberman that the Board of Education amend section D, Sub-section 2.

Resolved unanimously upon motion by Mr. Greenberg, seconded by Mrs. Lieberman that the Board of Education amend section B, Charge to the Committee.

Resolved unanimously upon motion by Mrs. Lieberman, seconded by Mrs. Bernstein that the Board of Education adopt the By-Laws as amended.

By-Laws of the Facilities Upgrade and Improvement Advisory Committee

A. Statement of Purpose:

The Plainview Board of Education (“Board”) has established the Facilities Upgrade and Improvement Advisory Committee (the “Committee”) to provide advisory recommendations to the Board of Education regarding needed upgrades and improvements to the facilities and infrastructure of the Plainview-Old Bethpage Central School District. The following constitute the By-Laws for the Committee:

B. Board of Education Charge to the Committee:

The Committee’s primary responsibilities are to:

1. Review and study the facilities and infrastructure of the District.
2. Identify areas of need in the District’s facilities and infrastructure.
3. Prepare advisory recommendations to the Board of Education regarding needed upgrades and improvements to the District’s facilities and infrastructure.
4. Report all suggestions and recommendations to the Board and the Superintendent of Schools prior to public release.
5. Provide the Board of Education and Superintendent of Schools a final advisory report regarding recommended upgrades and improvements.
6. The Board of Education shall in its discretion provide to the Committee further parameters and guidelines, including, but not limited to, monetary parameters and guidelines, to prioritize the Committee’s deliberations, review and ultimate advisory recommendations to the Board.

The Committee shall operate pursuant to these By-Laws and shall have only those responsibilities granted to them by Resolution of the Board of Education and in these By-Laws.

C. Membership

1. Composition:

Members of the Committee shall include up to 21 members who are selected and appointed by the Board of Education in its sole discretion including a Liaison Member from the Central Administration staff and an *ex officio* member as a representative of the District’s Architect. The final number of members of the Committee shall be determined by the Board of Education in

its sole discretion. Notwithstanding any Policy to the contrary, residency in the District is not a requirement for eligibility to serve on the Committee.

Length of Service:

The Committee shall present its final written report to the Board of Education at the regularly scheduled meeting of the Board of Education on September 29, 2014 unless otherwise determined by the Board of Education. The length of service of the Committee shall continue up to the time of the Committee's final report to the Board of Education on September 29, 2014 unless terminated earlier or extended by the Board of Education in its sole discretion.

2. Appointment:

The Board of Education shall appoint individuals to serve on the Committee in its sole discretion. Any community resident who wishes to serve on the Committee shall submit to the Board of Education a resume or *curriculum vitae* and a completed Facilities Upgrade and Improvement Advisory Committee Application. To the extent practicable, the Board of Education will endeavor to appoint to the Committee community residents who have particular background, knowledge or expertise in the area being studied by the Committee as determined in the sole discretion of the Board of Education. Committee members shall serve on a voluntary basis.

D. Structure

1. Liaison Member

The Liaison Member shall be designated as such by the Board of Education in its sole discretion. The Liaison Member is responsible for the following:

- 1) To communicate to the Committee the needs of the District with regard to the District's facilities and infrastructure.
- 2) To serve as the contact person between the Committee and the District and between the Committee and any school employee.
- 3) To facilitate and schedule to the extent practicable on site observations of District facilities and infrastructure at reasonable times that are convenient to the District and that are not disruptive of the educational environment and District operations.
- 4) To provide technical and administrative assistance to the Committee in furtherance of the Committee's purpose
- 5) To circulate the minutes of the Committee meetings to the Superintendent of Schools and Board of Education.

2. Chairperson

The Chairperson shall be designated and appointed by the Board of Education in shall:

- 1) Ensure that the Committee adheres to the Board's charge.
- 2) Establish meeting agendas.
- 3) Ensure that there is a majority of the members of the Committee present at each meeting.
- 4) Facilitate and guide discussion at Committee meetings in order to arrive at decisions and resolution of issues by reaching consensus. When necessary, a formal vote of the members shall be taken.
- 5) Provide the Board of Education with an update of the Committee's activities at public Board meetings when requested to do so by the Board of Education.

In the event that a meeting must be canceled or a special meeting must be scheduled, the Chairperson should coordinate with the Recorder to ensure that each Committee member is advised of the change in schedule. In the absence of the Chairperson, the meetings will be led by the Recorder.

3. The Recorder

The Committee shall select a Recorder who shall:

- 1) Keep written minutes of all meetings which shall be provided to the Committee members in advance of the subsequent meeting for approval at the upcoming meeting.
- 2) Provide minutes to the Liaison Member for circulation to the Board of Education.
- 3) Maintain a list of the Committee members and contact information for each member of the Committee.
- 4) Lead Committee meetings in the absence of the Chairperson.

4. *Ex Officio* Member of the Committee

A representative of the District's Architect shall serve on the Committee as an *ex officio* member. The *ex officio* member shall fully participate in all discussions and deliberations of the Committee in furtherance of its purpose but shall not have the right to cast any votes and shall be a non-voting member.

E. Procedures

- 1) The Committee shall meet as necessary in furtherance of the Committee's purpose.
- 2) A majority of the Committee membership must be present for a Committee meeting to be conducted.
- 3) At each meeting, the minutes from the previous Committee meeting shall be reviewed, corrected if necessary, and approved.
- 4) All meetings, proceedings and activities of the Committee shall be conducted in a civil, respectful and courteous manner so as to encourage free and open discussion of all viewpoints.
- 5) It is desirable that decisions of the Committee be reached by consensus. If such consensus cannot be reached then any decision of the Committee shall be made by secret ballot which shall require a majority of the Committee membership to pass. Each Committee member is entitled to cast one vote. Absentee ballots are not permitted.
- 6) Regular attendance by members is expected, and is important for input, through discussion, and decision-making.
- 7) Members are expected to conduct themselves with courtesy and respect toward other members and district staff at all times.
- 8) Members shall not use their position on the Committee to gain, or attempt to gain, an undue advantage for themselves or anyone else.
- 9) No individual shall be a voting member of the Committee if that individual has a direct monetary interest in the recommendations of the Committee and decisions made by the Board of Education.
- 10) Members are encouraged to interact with and gain the perspectives of stakeholders outside of the Committee. Except as otherwise authorized, Committee members have no authority and shall not speak or act for or on behalf of the Committee, the District and/or the Board of Education.
- 11) The Committee is an advisory committee to the Board of Education and has no authority to speak or act for or on behalf of the District and/or the Board of Education.
- 12) Violation of the procedures outlined in the By-laws may result in dismissal from the Committee by the Board of Education.

F. Termination of Membership

The Board of Education may terminate the membership of any committee member at any time in its sole discretion. Any appointed Committee member may terminate his or her membership by submitting a letter of resignation to the Board of Education.

G. Vacancy

The Board of Education shall fill any vacancy in its sole discretion.

H. Amendments/Revisions/Rescissions

These By-Laws may be amended, revised or rescinded by the Board of Education in its sole discretion.

Discussion:

Mrs. Pierno questioned section B. She said that she had a few suggestions for wording.

Mrs. Lieberman thought that it was too open ended, and as a Board, they will give the committee the parameters.

Dr. Lewis thinks the wording is good. She feels that the number should be somewhere between 20 and 50 thousand.

Mrs. Schulman asked where this number comes from.

Mr. Ruf stated that maybe he should not have added the \$70 million dollar Building Committee Survey in the presentation because some of those big ticket items have already been taken care of. He feels that we are more in the \$50 million range, if we were to do everything, but he stated that not everything needs to be done at this time.

Mr. Greenberg feels that this part of the conversation is a little premature. He said that we should see what the community can accept and continue this conversation after the first committee meeting.

Mr. Bettan stated that they will have their initial report presented at the August 25th Board meeting. He feels at that time it can be adjusted and that the charge is correct.

Mrs. Lieberman said that we should take a look at what other districts are doing, weigh and measure, and come up with a number that's affordable, perhaps somewhere between the 20-55 million dollar range.

Mrs. Bernstein stated that maybe we should discuss this at the next meeting when we have more information.

Dr. Lewis stated that while it is important to see what other districts are doing, it will be hard to compare apples to apples.

Mr. Bettan mentioned the bus trip on August 23. The Board along with the Committee Members will go to each building along with the architects and other staff members. This will give the community a better gauge of the work that needs to be done.

Mrs. Lieberman thinks that it's wonderful to have the building tours. She stated that there are many hidden problems with the infrastructure that the public needs to know about.

Mrs. Pierno suggested that they should put a form on the website for the community to make suggestions to the Committee.

Dr. Lewis stated that there will be an application on the website for the Committee Members and that they will send out an e-mail blast and a tweet. It will also be mentioned in the newsletter next week. They will get the information out.

Mrs. Bernstein said that she is sure it will end up on someone's facebook page. She mentioned that a plan for POB to have a facebook is in the works.

Mrs. Bernstein mentioned her concerns in regard to starting the bond process in the summer.

Mr. Bettan said that he will reach out to the PTA to get the word out.

Dr. Lewis announced that she and Mr. Ruf met with Assemblyman Chuck Lavine this afternoon. He asked if the district could use \$250,000. He said that it must be used for facilities. Dr. Lewis is thinking of using the money towards a press box and bleachers at the High School.

Mrs. Lieberman stated that she is not sure a press box is a priority.

Mr. Ruf stated that they really do need a press box and separate bleachers for Visitors, and with the comfort station, they will really finish the field.

Adjournment

Resolved unanimously upon motion by Mrs. Lieberman, seconded by Mrs. Bernstein that the Board of Education recess to Executive Session.

The meeting was adjourned at 8:15 a.m.

Respectfully submitted,

Jeanne Tyler
District Clerk

Approved: _____
Gary Bettan, President