

June 10, 2014

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on June 10, 2014 at Edna Louise Spear Elementary School. Present at the 6:05 p.m. call to order by President Kathleen Brennan, were Vice-President James Laffey, Board Members, Ellen Boehm, Robert Ramus and Vincent Ruggiero, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Members Adam DeWitt and Mark Doyle were absent.

Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm and carried 5-0 that the Board enter executive session to discuss legal and personnel matters.

At 7:40 p.m., the Board reentered general session in the large group room.

RECOGNITION

Recognition was given to students receiving the Presidential Volunteer Service Award, staff members receiving tenure, retirees, and to the Board student representative.

The meeting recessed for 15 minutes for refreshments in honor of those recognized.

MINUTES

Motion was made by Mr. Ruggiero, seconded by Mr. Ramus and carried 5-0 that the Board approve the minutes of the following meeting:

Budget Hearing & Regular Meeting held May 13, 2014

Special Meeting held May 20, 2014

Special Meeting held May 27, 2014

PUBLIC COMMENT

Mrs. Brennan opened the public comment portion of the meeting.

B. Snow, PJTA – public education

REPORTS

Student Representative, Michael Laffey, reported on student-athlete achievements, school events and activities; and, introduced the 2014-2015 student representative, Paul Capobianco.

The report from the Superintendent included presentations by Maureen Hull on the following:

- Professional Development Plan
- Revisions to the Academic Intervention Services Plan

Discussion followed each presentation. Dr. Bossert indicated that approval of the plans will be on the July Board Meeting agenda.

Committee Reports:

Mr. Laffey – Facilities (end-of-year report to be submitted)

Mr. Ramus – Policy (end-of-year report to be submitted)

Mr. Ruggiero – Curriculum (end-of-year report submitted)

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BOARD CONSENT AGENDA

Motion was made by Mr. Laffey, seconded by Mr. Ruggiero, and carried 5-0, that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-21 on the June 10, 2014 consent agenda.

Motion was made by Mrs. Boehm, seconded by Mr. Ramus, and carried 5-0, that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-10 on the June 10, 2014 consent agenda.

Motion was made by Mr. Laffey, seconded by Mr. Ramus, and carried 5-0, that as recommended by the Superintendent of Schools, the Board approve Facilities & Operations resolution numbered 1 on the June 10, 2014 consent agenda

Motion was made by Mr. Ramus, seconded by Mrs. Boehm, and carried 5-0, that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-3 on the June 10, 2014 consent agenda.

OLD BUSINESS

Board Policy -

Motion was made by Mr. Ramus, seconded by Mrs. Boehm and carried 5-0 that the following policies be accepted for a second reading and adoption:

- Policy 4710 Grading Systems
- Policy 4760 Make-Up Opportunities

NEW BUSINESS

Board Policy -

Motion was made by Mr. Ramus, seconded by Mr. Ruggiero and carried 5-0 that the following policy be accepted for a first reading:

- Policy 9310 Physical and Mental Exams

PUBLIC COMMENT

Mrs. Brennan opened the second public comment portion of the meeting. There were no comments.

ADJOURNMENT

At 10:14 p.m., motion was made by Mr. Ruggiero, seconded by Mr. Ramus and carried 5-0 to adjourn.

CONSENT AGENDA

A. Personnel

1. Appointment – Student Intern I

The Board approves the appointment of Jonathan Famularo as Student Intern I at the rate of \$10.00 per hour for the 2014-2015 school year.

2. Appointment – Substitutes 2014-2015

The Board approves the following substitute appointments for the 2013-2014 school year:

Teacher	Jennifer Guerrazzi
Clerical	Cathy Hoffman

3. Appointment – Substitutes 2014-2015

The Board approves the following clerical substitute appointments, as needed, for the 2014-2015 school year, at their respective contractual daily rate of pay:

Kathleen Archacki
Lorraine Dunkel (pending fingerprint clearance)
Barbara Kolonoskie
Belinda Rowan

4. Appointment – Summer Guards

The Board approves the appointment of the following Guards for the summer 2014, as needed, at their 2014-2015 contractual rate of pay:

Randolph Burgos
Reinaldo Delvalle
Amy Goldstein
Robin Sacco
Michael Stiles
Robert Wood

5. Summer 2014 CSE

The Board approves the following staff, as needed, for the summer 2014 Committee on Special Education, from July 1, 2014 to August 31, 2014 (with the exception of July 4, 2014):

Psychologist	Allyson Carlson Kristen Wendel
Teachers	Christina Carlson Monica Consalvo Sandra Eybs

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Robert Farenga
Allison Giannusa
Megan Ryan
Darlene Wells

6. Summer Music Camp

The Board approves the services of Mark Abbonizio and Christian Neubert as music teachers for the summer 2014 music camp, at the rate of \$50.00 per hour.

7. Appointments – Special Education Extended School Year Program

The Board approves the appointment of the following staff, as needed, for the 2014 Special Education Extended School Year Program, July 7, 2014 – August 15, 2014, Monday – Friday, 9:00 a.m. – 12:00 p.m.:

Nurses	Susan Federico
	Arin Hampson
Teachers	Andrea Erland
	Michelle Landetta
	Kristen Poulos
	Tory Malvetti
	Stacia Schoen (Speech)
Substitute Teachers	Michele Connolly
	Gina Fedler
	Margaret Hyams
	Allyson Wolff
Teaching Assistants	Debra Hartmann
	Patricia Koehnlein
	Hope Post
	Laura Wickel
Substitute Assistants	Elizabeth Cavanaugh
	Michele Connolly
	Rosemary Griffin
	Karen Harvey
	Bonnie Kelsch
	Lynne Scofield
	Allyson Wolff
Social Worker	Kristin Britt

8. Resignation – P/T Guard

The Board accepts the resignation of Lachone Jackson as a part-time Guard effective May 5, 2014.

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9. Resignation – District Treasurer

The Board accepts the resignation of Lorraine Dunkel, as School District Treasurer, effective June 30, 2014.

10. Appointment – Interim District Treasurer

The Board approves the appointment of Sandra Mellon as Interim School District Treasurer, effective July 1, 2014, at the salary of \$173.00 per day.

11. Change in Title – Senior Clerk Typist

The Board approves the change in title for Rose Darling from Clerk Typist to Senior Clerk Typist, effective July 1, 2014, in accordance with the negotiated agreement with the Port Jefferson Office Staff Association and the Suffolk County Department of Civil Service.

12. Appointment – Clerk Typist

The Board approves the appointment of Cathy Hoffman as Clerk Typist, on a probationary basis effective July 1, 2014, at a salary of \$32,136 per annum in accordance with the negotiated agreement with the Port Jefferson Office Staff Association and the Suffolk County Department of Civil Service, pending fingerprint clearance by the New York State Education Department.

13. Appointment – Senior Clerk Typist

The Board approves the appointment of Felicia Demsen as Senior Clerk Typist, on a contingent probationary basis effective July 1, 2014, at a salary of \$35,873 per annum in accordance with the negotiated agreement with the Port Jefferson Office Staff Association and the Suffolk County Department of Civil Service, pending fingerprint clearance by the New York State Education Department.

14. Amendment to Employment Agreement – Assistant Superintendent for Business

The Board approves a certain Amendment to the Employment Agreement of the Assistant Superintendent for Business, dated June 10, 2014, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

15. Amendment to Employment Agreement – Executive Director Curriculum & Instruction

The Board approves a certain Amendment to the Employment Agreement of the Executive Director of Curriculum and Instruction, dated June 10, 2014, the Board having reviewed same; and further, the Board authorizes

the President of the Board of Education to execute said agreement on behalf of the Board.

16. Amendment to Employment Agreement – Executive Director Pupil Personnel Services

The Board approves a certain Amendment to the Employment Agreement of the Executive Director of Pupil Personnel Services, dated June 10, 2014, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

17. Appointment – Summer Teacher Aide

The Board approves the appointment of Karen Harvey as a Teacher Aide for four weeks during the summer 2014, excluding the start of the school year for staff, to assist in the IT Department, at the rate of \$13.62 per hour.

18. Extension of Leave Appointment – Library Media Specialist

The Board extends the leave replacement appointment of Selinda Moore, Library Media Specialist, for the 2014-2015 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

19. Regents Scoring

The Board approves the following teachers to score the new Common Core Algebra Regents, on Saturday, June 14, 2014 and/or after school hours, 40 hours total to be shared by the approved teachers:

Matt Garafola	Kristine Vaccaro	Sarah Ogden
Dennis Christofo	Kandace Brucella	Kristina Miccalizzi

20. Terms of Employment

The Board extends the terms of employment for Janice Baisley, Confidential Secretary to the Superintendent of Schools, in accordance with the Employment Agreement dated June 10, 2014.

21. Substitute Appointment – Summer 2014 Custodian

The Board approves the substitute custodian appointment of Micaela Gallagher for the summer 2014 at the rate of \$10.00 per hour, not to exceed 90 days of employment.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of April

Cash Flow Analysis - Month of April

Fund Balance Projected

New Budget Transfers

April Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	57-59, 61-62
School Lunch Fund	16-18
Federal Fund	22-25
Capital Fund	None
Trust & Agency	5
Payroll	20-21
Royal Fund	3-4
Scholarship Fund	None

Trial Balance - July 2013 – April 2014

Revenue Budget Status - July 2013-June 2014

Appropriation Status Report - July 2013-June 2014

Budget Transfers - Month of April

2. Cooperative Purchasing Program

The Board authorizes Port Jefferson Union Free School District to participate in the cooperative purchasing program with Educational Data Systems for the 2014-2015 school year.

3. Award of Bid – Musical Instruments Rental

The Board awards the Musical Instruments Rental Bid to the lowest responsible bidder meeting specifications; namely, Advantage Music, in accordance with the bid specification for the 2014-2015 school year.

4. Award of Bid – Music Supplies and Sheet Music

The Board awards the Music Supplies and Sheet Music Bid to the lowest responsible bidder meeting specifications, as follows:

Advantage Music - in the amount of \$798.75

National Discount Music – in the amount of \$963.47

Washington Music – in the amount of \$ 32.25

Music & Arts Centers – in the amount of \$143.15

5. Transfer of Reserves

The Board approves the following resolution:

WHEREAS, by action of the Board of Education, the Port Jefferson Union Free School District has previously established certain reserves having the following balances as of the fiscal year ending June 30, 2013:

<i>Reserves</i>	<i>Fiscal Year Ending 6/30/13</i>
Workers' Compensation	1,530,711
Unemployment	1,342,002
Compensated Absences	2,228,730
Employees' Retirement	1,971,976
Debt Service	2,802,040
Deferred Revenue	1,018,501
Total Reserves	10,893,960

And, WHEREAS, the Port Jefferson Board of Education wishes to utilize and or contribute additional funds where appropriate,

NOW BE IT RESOLVED that the Port Jefferson Board of Education hereby authorizes transfers of 2013-14 fund balance to any of the properly established reserves not exceed:

<i>Reserves</i>	<i>Transfers Not to Exceed</i>
Workers' Compensation	250,000
Unemployment	250,000
Compensated Absences	500,000
Employees' Retirement	500,000
Deferred Revenue	0
Total Reserves	1,500,000

6. Library Services Contract

The Board approves the Library Services Contract between the district and the Port Jefferson Free Library for the 2014-2015 school year.

7. Multi-Year Service Agreement

The Board approves the attached resolution authorizing and approving agreement between the District and Eastern Suffolk BOCES for the lease of copiers/printers to be used throughout the district effective upon execution by both parties and ending October 2018.

8. Energy Conservation Measures

The Board approves the following Resolution for the District Wide Implementation of Energy Conservation Measures on a Performance Contracting Basis Project:

WHEREAS, the Board of Education requested proposals from energy performance contractors for the “District Wide Implementation of Energy Conservation Measures on a Performance Contracting Basis Project” (the “Project”) on January 28, 2014; and

WHEREAS, the Board of Education received proposals for this Project on March 4, 2014; and

WHEREAS, the School District Administrators and the School District’s Architect, John A. Grillo Architects, P.C. (“JAG”) reviewed and evaluated the proposals submitted by the energy performance contracting firms in connection with the Project; and

WHEREAS, based upon said review and evaluation of the proposals, the School District Administrators and JAG recommend that the Board of Education authorize Johnson Controls, Inc. to conduct a Comprehensive Energy Audit in accordance with the request for proposals issued by the School District at no cost to the School District; and

WHEREAS, based upon said recommendation, the Board of Education has determined that it is in the best interest of the School District to appoint Johnson Controls, Inc. as its energy performance contractor for the purpose of conducting a Comprehensive Energy Audit.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby appoints Johnson Controls, Inc. as the School District’s Energy Performance Contractor for the purpose of conducting a Comprehensive Energy Audit at Johnson Controls, Inc.’s sole cost and expense for the purpose of determining the feasibility of entering into an Energy Performance Contract with the School District.

9. Capital Improvement Project

The Board awards the Capital Improvement Project to the lowest responsible bidder; Valco, Inc., for various improvement projects at the Tech Ed building

10. Consultant Agreement

BE IT RESOLVED that the Superintendent of Schools is authorized to enter into separate consultant agreements with Thomas Rabbitt and Shannon Brennan to audit and assess the School District’s counseling programs, which agreements have been reviewed by the Board of Education.

C. Facilities & Operations

1. Surplus Property

The Board declares the technology items listed on the attached sheet as obsolete; and, authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district.

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D. Education

1. Committees on Special Education

The Board approves the following recommendations of the Committees on Special Education: Annual Review Meetings April 7, 2014 - May, 2014

2. Agreement - Special Services

The Board approves the agreement between Accessible Learning Technology Alternatives and Port Jefferson School District for the period May 1, 2014 to June 30, 2014.

3. Agreement – Special Services

The Board approves the agreement between DaVinci Education & Research, LLC and the Port Jefferson School District for the period May 6, 2014 to June 30, 2014.

Model	Serial Number
Dell Optiplex 745	2RDTQC1
Dell Optiplex 745	4XDTQC1
Dell Optiplex 745	FWDTQC1
Dell Optiplex 745	35S6RC1
Dell Optiplex 745	DTDTQC1
Dell Optiplex 745	JFNRQC1
Dell Optiplex 745	G9S6RC1
Dell Optiplex 745	47QRRD1
Dell Optiplex 745	8BNRQC1
Dell Optiplex 745	H9RTQC1
Dell Optiplex 745	9VDTQC1
Dell Optiplex 745	1DS6RC1
Dell Optiplex 745	H6DRQC1
Dell Optiplex 745	D7DRQC1
Dell Optiplex 745	5TDTQC1
Dell Optiplex 745	66DRQC1
Dell Optiplex 745	B6DRQC1
Dell Optiplex 745	DBNRQC1
Dell Optiplex 745	GCS6RC1
Dell Optiplex 745	6GS6RC1
Dell Optiplex 745	69SRQC1
Dell Optiplex 745	8GS6RC1
Dell Optiplex 745	DGS6RC1
Dell Optiplex 745	BCS6RC1
Dell Optiplex 745	88DRQC1
Dell Optiplex 745	B8SRQC1
Dell Optiplex 745	2TWTQC1
Dell Optiplex 745	54RTQC1
Dell Optiplex 745	CGS6RC1
Dell Optiplex 745	3BS6RC1
Dell Optiplex 745	54S6RC1
Dell Optiplex GX240	30YFC11
Dell Optiplex GX280	53C0L61
Dell Optiplex GX280	13DRK61
Dell Optiplex GX280	8LC0L61
Dell Optiplex GX280	8RS2L61
Dell Optiplex GX280	20DRK61
Dell Optiplex GX280	4QS2L61
Dell Optiplex GX280	9XB0L61
Dell Optiplex GX280	4XB0L61
Dell Optiplex GX280	D3C0L61
Dell Optiplex GX280	6NS2L61
Dell Optiplex GX280	10DRK61
Dell Optiplex GX280	21C0L61
Dell Optiplex GX280	4RMFT71

Model	Serial Number
Dell Optiplex GX280	DHS2L61
Dell Optiplex GX280	7PCOL61
Dell Optiplex GX280	63DRK61
Dell Optiplex GX280	G9RRP61
Dell Optiplex GX280	6RMFT71
Dell Optiplex GX280	91QQL21
Dell Optiplex GX280	CP4RM21
Dell Optiplex GX280	55G7P41
Dell Optiplex GX280	8S8KW31
Dell Optiplex GX280	2T8KW31
Dell Optiplex GX280	DYVJW31
Dell Optiplex GX280	CYB0L61
Dell Optiplex GX620	12SPGC1
Dell Optiplex GX620	FDKCM91
Dell Optiplex GX620	HWD4P91
Dell Optiplex GX620	8Y1QGC1
Dell Optiplex GX620	DWD4P91

Inactive Projectors

<u>Make</u>	<u>Model</u>	<u>Barcode</u>	<u>Location</u>	<u>Serial #</u>
INFOCUS	LP790	012593	SGY-CONTAINER	AFXN322200013
MITSUBISHI	XD500U	007118	SGY-401	0005672
MITSUBISHI	XL5U	015742	SGY-401	0005971
MITSUBISHI	XD500U	007077	SGY-CONTAINER	0015465
MITSUBISHI	XD250U	20111490	SGY-CONTAINER	0003751
MITSUBISHI	XD250U	20111489	SGY-CONTAINER	8018864
MITSUBISHI	XD500U	007229	SGY-CONTAINER	0009112
MITSUBISHI	XD250U	008900	SGY-CONTAINER	6619000
MITSUBISHI	XD500U	007218	SGY-CONTAINER	0005662
MITSUBISHI	XD205R	015823	SGY-CONTAINER	6712643
MITSUBISHI	XL4U	012844	SGY-CONTAINER	0007766
MITSUBISHI	XD250U		SGY-CONTAINER	8018863
NEC	VT470	008972	SGY-401	5700133FE
NEC	VT470	013058	SGY-401	5700071NE
NEC	VT595	016308	SGY-401	7403386FD
NEC	VT595	016311	SGY-401	7403380FD
NEC	VT470	016546	SGY-401	4Y00304FK
NEC	VT595	016310	SGY-CONTAINER	7403390FD
NEC	VT470	016552	SGY-CONTAINER	5700132FE
NEC	VT695	016201	SGY-CONTAINER	7402011FE
NEC	VT470	013060	SGY-CONTAINER	5700092NE
OPTOMA	TS400	015950	SGY-401	082M618AAACUU0051
Smart-Technologies	UF55	008949	ELV-TECHED	B012BE0900164
Smart-Technologies	UF55		ELV-TECHED	B012BE0900186
Smart-Technologies	UF55		ELV-TECHED	B012CC20A0132
Smart-Technologies	UF55	20111393	SGY-Science	B012BE0800603
Smart-Technologies	UF55	008907	SGY-Science	B012BE0900189