

February 24, 2015

A work session meeting of the Port Jefferson School District Board of Education was held on February 24, 2015 at the District Office. Present at the 4:43 p.m. call to order by President Kathleen Brennan, were Vice-President James Laffey, Board Members Ellen Boehm, Adam DeWitt, Mark Doyle, Vincent Ruggiero, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Member Robert Ramus arrived at 5:35 p.m..

The Clerk left the meeting and Mrs. Brennan acted as Clerk pro tem.

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Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm and carried 6-0 that the Board enter executive session to discuss personnel matters.

At 7:30 p.m., Dr. Bossert and Mr. Leister left the meeting.

At 9:04 p.m., the Board reentered general session.

Motion was made by Mr. DeWitt, seconded by Mr. Laffey and carried 7-0 to adjourn.

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March 24, 2015

A work session meeting of the Port Jefferson School District Board of Education was held on March 24, 2015 at the District Office. Present at the 6:04 p.m. call to order by President Kathleen Brennan, were Vice-President James Laffey, Board Members Ellen Boehm, Adam DeWitt, Robert Ramus and Vincent Ruggiero, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Member Mark Doyle arrived at 7:10 p.m.

Motion was made by Mr. Laffey, seconded by Mr. Ruggiero and carried 6-0 that the Board enter executive session to discuss personnel and legal matters.

The District Clerk left the meeting and Dr. Bossert acted as Clerk pro tem.

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At 9:30 p.m., the Board reentered general session

Motion was made by Mr. Ruggiero, seconded by Mr. Laffey and carried 7-0 that the Board approve the following resolution:

Be it resolved that the Board of Education shall place before the voters at the annual budget vote and election to be held on May 19, 2015 a proposition to create a capital reserve fund to read as follows:

Shall the Board of Education of the Port Jefferson UFSD be authorized to establish, pursuant to Education Law section 3651, a Capital Reserve Fund effective May 21, 2015 to be known as the "2015 Renovations and Upgrades Capital Reserve" for the purpose of funding capital improvements to the Port Jefferson School District, including but not limited to, roof replacement, classroom renovations, site work, door and hardware replacement, ADA upgrades, ceiling replacement, floor replacement, HVAC upgrades, electrical upgrades, fire alarm system replacement, refurbishment/replacement of rooftop exhaust fans, emergency generator replacement and electric upgrades/additions. The ultimate amount of the 2015 Renovations and Upgrades Capital Reserve Fund shall be Ten Million Dollars (\$10,000,000), including interest thereon; the probable term shall be seven (7) years; the funds are to be transferred from unreserved undesignated fund balance remaining in the general fund including a sum not to exceed \$1,500,000 from the 2014-2015 budget and thereafter in an annual amount of not more than \$ 1,500,000 for each remaining year of the probable term.

At 9:32 p.m., motion was made by Mr. DeWitt, seconded by Mr. Laffey and carried 7-0 to adjourn.

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The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on March 10, 2015 at Edna Louise Spear Elementary School. Present at the 6:02 p.m. call to order by President Kathleen Brennan, were Vice-President James Laffey, Board Members, Ellen Boehm, Adam DeWitt, Mark Doyle, and Vincent Ruggiero, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Member Robert Ramus arrived at 6:45 p.m.

Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm and carried 6-0 that the Board enter executive session to discuss legal and personnel matters. Mayor Margot Garant and Laurence LaPointe were in attendance from 6:16 p.m. – 7:00 p.m.

At 7:37 p.m. the Board reentered general session.

Audience members had distributed handouts prior to the start of the meeting. Mrs. Brennan asked that in the future permission be sought prior to distributing handouts.

## RECOGNITION

## MINUTES

Motion was made by Mr. Ramus, seconded by Mr. Ruggiero and carried 7-0 that the Board approve the minutes of the following meeting:

Regular Meeting held February 10, 2015

## PUBLIC COMMENT

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

J. Griffin – snow removal from baseball field

B. Snow – read a statement regarding Governor Cuomo’s education reform agenda.

[Mrs. Brennan asked Mr. Snow to provide a copy of his report to the District Clerk for distribution to the Board.]

## REPORTS

Student Representative, Paul Capobianco, reported on high school activities.

The report from the Superintendent included:

- SCSSA Legislative Committee
- AIS Presentation given by Mrs. Hull and Dr. Scheffer. Discussion followed. The Board will be provided with additional information pertaining to AIS tiers.

Committee Reports were given as follows:

Mr. Laffey – Facilities

Mr. DeWitt - Curriculum

## BOARD CONSENT AGENDA

The District Clerk read into the record that the date reflected in Personnel resolution A.5. is changed to “on or about March 11, 2015”. Motion was made by Mr. DeWitt, seconded by Mr. Ramus, and carried 7-0 that as recommended by the Superintendent of Schools the Board approve Personnel resolutions numbered 1-16 on the March 10, 2015 consent agenda. Mrs. Brennan acknowledged the retirements in A.6 and A.15.

Motion was made by Dr. Doyle, seconded by Mr. Laffey, and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-6 on the March 10, 2015 consent agenda. Mrs. Brennan acknowledged resolution B.5, scholarship donation.

Motion was made by Mr. Laffey, seconded by Mr. Ramus, and carried 7-0, that as recommended by the Superintendent of Schools, the Board approve Facilities & Operations resolution numbered 1 on the March 10, 2015 consent agenda.

Motion was made by Mr. Ruggiero, seconded by Mr. Ramus, and carried 7-0, that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1- 2 on the March 10, 2015 consent agenda.

## OLD BUSINESS

Dr. Bossert explained the use of emergency closing days during the 2015-2016 school year.

## NEW BUSINESS

## PUBLIC COMMENT

D. Keegan, T. Zamek, P. Griffith, J. Ray – Spoke on various issues pertaining to Governor Cuomo’s education reform agenda.

## ADJOURNMENT

At 10:55 p.m., motion was made by Mr. Ruggiero, seconded by Mrs. Boehm and carried 7-0 to adjourn.

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## CONSENT AGENDA

### A. Personnel

#### 1. Extra Class Assignment

The Board approves the following extra class assignments for the 2014-2015 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association:  
Kelly Spencer, AIS in the area of English, .1 FTE  
(1 class every day per 6 day cycle for the Spring semester)

#### 2. Co-Curricular Appointment

The Board approves the following co-curricular appointment for the second half of the 2014-2015 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association:  
High School Jazz Band Co-Advisors Christine Creighton and Ed Pisano

#### 3. Request for Leave – Mathematics Teacher

The Board approves the request of Jamie Veraldi, teacher of Mathematics, for a leave of absence from on or about May 22, 2015 until on or about January 25, 2016 (beginning of second semester), in accordance with Board Policy 9520.2 Family and Medical Leave and Article IX.B.9 and IX.F. of the negotiated agreement with the Port Jefferson Teachers Association.

#### 4. Substitute/Leave Replacement Appointment – Science Teacher

The Board approves the appointment of Amanda Brideson (for Robert Morgan) as a teacher of Science, on a substitute basis from November 19, 2014 to January 16, 2015; and on a leave replacement basis from January 20, 2015 until on or about June 30, 2015, at Level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

#### 5. Substitute/Leave Replacement Appointment – Reading Teacher

The Board approves the appointment of Kristine Webber Porretta (for Bonnie Quatarone) as a teacher of Reading, on a substitute basis from on or about ~~April 13, 2015~~ March 11, 2015 to on or about May 22, 2015; and on a leave replacement basis, from on or about May 26, 2015 until on or about June 30, 2015, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

6. Retirement – Lifeguard

The Board accepts the resignation of Mary Fleckenstein as a Lifeguard, for the purpose of retirement, effective March 15, 2015.

7. Emergency Leave Replacement Appointment – Lifeguard

The Board approves the appointment of Joyce Brown as an emergency leave replacement lifeguard, due to an unanticipated resignation, for the remainder of the 2014-2015 school year, at the rate of \$15.00 per hour.

8. Appointment – Volunteer Coach

The Board approves the following coaching appointments for the 2014-2015 school year:

Varsity Boys & Girls Volunteer Assistant Track Coach - Brian Snow

Varsity Assistant Baseball Coach - Charles Moore, Jr. (pending TCL, CPR & FA certifications)

9. Memorandum of Agreement – Office Staff Association

The Board approves a certain Memorandum of Agreement, dated March 10, 2015, between the Port Jefferson Union Free School District and the Port Jefferson Office Staff Association regarding the designation of a confidential position.

10. Memorandum of Agreement – Office Staff Association

The Board approves a certain Memorandum of Agreement, dated March 10, 2015, between the Port Jefferson Union Free School District and the Port Jefferson Office Staff Association regarding summer work hours.

11. Non-Affiliated Staff Member – Benefits Agreement

The Board approves the following resolution: BE IT RESOLVED that the President of the Board of Education is authorized to execute a Salary and Benefits Agreement, dated March 10, 2015, with a certain non-affiliated staff member.

12. Resignation – Principal

The Board accepts the resignation of Matthew Murphy as Building Principal, effective June 30, 2015.

13. Resignation – Executive Director of Pupil Personnel Services

The Board accepts the resignation of Lisa Scheffer as Executive Director for Pupil Personnel Services, effective June 30, 2015.

14. Request for Unpaid Leave – Teaching Assistant

The Board approves the request of Deborah Wilson, Teaching Assistant, for an unpaid leave of absence from March 23, 2015 – March 27, 2015, in accordance with Article XI.10 of the negotiated agreement with the United Paraprofessionals Association of Port Jefferson.

15. Retirement – Science Teacher

The Board accepts the resignation, of Marianne McFadden, as a teacher of Science, for the purpose of retirement, effective June 30, 2015.

16. Leave Replacement Appointment –

The Board approves the appointment of Debra Santoro as a .5 FTE Pre-K teacher /.5 FTE AIS teacher (for Miegan Rowett) on a substitute basis from on or about March 17, 2015 to on or about May 5, 2015; and on a leave replacement basis, from on or about May 6, 2015 to on or about June 30, 2015, at level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers’ Association.

**B. Finance**

1. Financial Reports

The Board approves the following financial reports:

- Claims Audit Report - Month of January
- Cash Flow Analysis - Month of January
- Fund Balance Projection
- New Budget Transfers
- January Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	34, 37-39, 41
School Lunch Fund	8
Federal Fund	10-11
Capital Fund	8
Trust & Agency	No Warrants
Payroll	15-17
Royal Fund	5
Scholarship Fund	No Warrants

- Trial Balance - July 2014 – January 31, 2015
- Revenue Budget Status - July 2014-June 2015
- Appropriation Status Report - July 2014-June 2015
- Budget Transfers - Month of January

2. Musical Productions Services

The Board approves the following musical production services for the 2014-2015 school year:

Jeanette Cooper	Rehearsal Pianist	\$1,200.00
Carolyn Droskoski	Choreographer	\$1,000.00
Steve Martino	Orchestra Musician-Drums	\$ 325.00
Bob Dalpiaz	Orchestra Musician-Reeds	\$ 325.00

3. Multi-Year Service Agreement

The Board approves the Multi-Year Service Agreement and Resolution Authorizing and Approving Agreement between the District and Eastern Suffolk BOCES for the lease of copier/printers to be used throughout the District effective April 2015 and ending March 2019.

4. Workers Compensation

The Board approves the following resolution: BE IT RESOLVED, the Board of Education approves the transfer of \$110,000 from the reserve for Workers' Compensation to cover the appropriations needed to support a Workers' Compensation claim; and further, the Board hereby increases the 2014-2015 budget in the amount of \$110,000 to support said claim.

5. Scholarship

The Board gratefully accepts \$1,000 from the Suffolk County Chapter of the New York State Association for Superintendents of School Buildings and Grounds for the purpose of a scholarship fund.

6. Special Education Flow through Funds

The Board approves the agreements between the District and the following approved special education providers, in accordance with New York State Flow Through Law; and further, the Board authorizes the Board President to executive said agreements:

- Anderson Center for Autism
- Alternatives for Children
- AHRC Suffolk
- Building Blocks Developmental Pre-School
- Developmental Disabilities Institute
- Metro Therapy, Inc.
- Mary Haven Center of Hope
- New York Therapy Placement Services
- NYSARC, Inc.
- New Interdisciplinary School
- Suffolk County Department of Health
- Summit School



**C. Facilities and Operations**

1. Surplus Property

The Board declares the following athletic equipment as surplus property; and, authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district:

- (3) Wrestling Mats (Competition)
- (2) Barbells (no name)
- (1) 45 lb. weight (York Olympic)
- (2) 45 lb. weights (no name)
- (1) 25 lb. weight (Schisler)
- (1) 25 lb. weight (no name)
- (1) 10 lb. weight (no name)
- (1) 10 lb. weight (Cap)
- (2) 10 lb. weights (Universal)

**D. Education**

1. Committees on Special Education

The Board approves the following recommendations of the Committees on Special Education: Meetings held February 5, 6, 10 and 11, 2015

2. Special Education Service Agreement

The Board approves the Service Agreement for Education of Out-of-District Student, dated July 2, 2013, between Port Jefferson School District and Three Village School District; and, authorizes the Board President to execute said agreement.