

**BOARD OF EDUCATION  
AGENDA  
December 13, 2016  
Elementary School LGR**

6:00 p.m. Call to Order/Executive Session (ES Library)  
7:30 p.m. General Session Business Meeting

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ROLL CALL OF BOARD MEMBERS

III. RECOGNITION

IV. MINUTES

**The Board approves the minutes of the following meetings:**

Regular Meeting held November 8, 2016

Work Session Meeting held November 29, 2016

V. PUBLIC COMMENT (*limited to 15 minutes - priority given to Agenda related items*)

VI. REPORTS

A. Student Representative

B. Superintendent of Schools

- AP Scores/Achievement Data – *Jessica Schmettan and Building Principals*

C. Board President

D. Committees

E. Other

VII. BOARD CONSENT AGENDA

**As recommended by the Superintendent of Schools, the Board approves the following resolutions appearing on the December 13, 2016 consent agenda:**

A. Personnel - resolutions numbered 1-13

B. Finance - resolutions numbered 1- 6

C. Facilities and Operations – resolution numbered 1

D. Education - resolutions numbered 1-2

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Policy

1. Policy 1520, Public Conduct on School Property – Delete in its entirety.

2. Policy 5100, Attendance Monitoring – Revisions presented for a first reading and adoption.

3. Policy 5152, Admission of Non-Resident Students – Revisions presented for a first reading and adoption.

X. PUBLIC COMMENT

XI. ADJOURNMENT

**A. Personnel**

1. Lifeguards

The Board approves the following Lifeguards for the 2016-2017 school year, for Community Swim at Edna Louise Spear Elementary School pool, at the rate of \$12.00 per hour: Sam Caltagirone Camryn Ward

2. Coaching Positions

The Board approves the following coaching position for the 2016-2017 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

Appoint – Girls' Varsity Lacrosse Allison Franklin

3. Substitutes

The Board approves the appointment of Carol Ann Trask as a clerical substitute, as needed for transition, at the rate of \$28.24 per hour, for the 2016-2017 school year.

4. Community Fitness Instructors

The Board approves the following Community Fitness Instructors for the 2016-2017 school year, at the rate of \$20.00 per hour:

Bonnie Kelsch (pending First Aid certification)  
Joan Lyons (pending First Aid certification)  
Nicole Poulianos (pending First Aid and CPR certification)

5. Request for Leave – Teaching Assistant

The Board approves the request of Jennifer Guerrazzi, for a leave of absence as Teaching Assistant from on or about October 2016 to on or about December 23, 2016.

6. Request for Leave Extension – ELA Teacher

The Board grants the request of Kayleen Everitt, teacher of English Language Arts, for an extension of her present leave of absence from on or about January 3, 2017 until on or about June 30, 2017, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

7. Extension of Leave Replacement Appointment – ELA Teacher

The Board extends the leave replacement appointment of Keith Houghtaling, as a teacher of English Language Arts (for Kayleen Everitt), from on or about January 3, 2017 until on or about June 30, 2017, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

8. Resignation – Energy Specialist

The Board accepts the resignation of Andrew Cosci as Energy Specialist, effective November 17, 2016.

9. Resignation – Part-time Clerk Typist

The Board accepts the resignation of Roxanne Brown as a part-time Clerk Typist, effective December 31, 2016.

10. Resignation/Appointment – Guard

The Board accepts the resignation of Ryan Walker as a full-time Guard, effective January 20, 2017; and further, the Board appoints Ryan Walker as a part-time Guard, effective January 23, 2017, at the rate of \$22.00 per hour.

11. Appointment – Account Clerk Typist

The Board approves the appointment of Judith Hallisey as an Account Clerk Typist, on a probationary basis, effective on or about January 3, 2017, in accordance with Suffolk County Department of Civil Service and the negotiated agreement with the Port Jefferson Office Staff Association.

12. Appointment – Teaching Assistant

The Board approves the appointment of Mary Jane Burner, as a Teaching Assistant, on a probationary basis, effective on or about December 14, 2016, in accordance with the negotiated agreement with the United Paraprofessionals Association of Port Jefferson.

13. Appointment – Teaching Assistant

The Board approves the appointment of Dawn Shackles, as a Teaching Assistant, on a probationary basis, effective on or about December 14, 2016, in accordance with the negotiated agreement with the United Paraprofessionals Association of Port Jefferson.

**B. Finance**

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of October

Cash Flow Analysis - Month of October

New Budget Transfers - None

October Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	25-27, 29, 32, 34
School Lunch Fund	No Warrants
Federal Fund	8-10

Capital Fund	7
Trust & Agency	No Warrants
Payroll	9-10
Royal Fund	3
Scholarship Fund	No Warrants
Trial Balance - July 2016 – October 31, 2016	
Revenue Budget Status - July 2016-June 2017	
Appropriation Status Report - July 2016-June 2017	
Budget Transfers - Month of October	

2. Approval of Services – STEM

The Board approves the services of Kristen Vadasz and Marianne Schoepflin as instructions of the STEM Program SUNY Stony Brook, for the 2016-2017 school year.

3. Scholarship Donation

The Board gratefully accepts the scholarship donation from Dr. Mary Leister and Mrs. Patricia Allen, to the John O’Neill Scholarship fund, in the amount of \$150.00, to be awarded to a graduating Earl L. Vandermeulen High School student entering into a military program.

4. Scholarship Donation

The Board gratefully accepts the scholarship donation in the amount of \$100.00 from Sukie and Steve Crandall, in memory of Blanche Carlton Tyler Davis, to be awarded to a female athlete.

5. Corrective Action Response

The Board accepts the corrective action response to the external auditor’s management letter for the fiscal year ending June 30, 2016; and further, the Assistant Superintendent for Business is authorized to submit the management letter and action plan to the New York State Comptroller’s Office.

6. Energy Performance Contract Bond

The Board approves the following resolution:

**THE BOARD OF EDUCATION OF THE PORT JEFFERSON UNION FREE SCHOOL DISTRICT, SUFFOLK COUNTY, NEW YORK, HEREBY RESOLVES AS FOLLOWS:**

Section 1. The Board of Education of the Port Jefferson Union Free School District (the “School District”) has received five (5) proposals from firms to provide financing under the Energy Performance Contract that the School District has heretofore entered into with Johnson Controls, Inc. (the “Agreement”) with respect

to the \$2,535,786 cost of the energy conservation measures to be implemented (the “Equipment”).

Section 2. Following a discussion of the Board of Education of the School District, and based upon the written recommendation received from Munistat Services, Inc., the School District’s Financial Advisor, it is hereby determined that the proposal of Banc of America Public Capital Corp, or one of its affiliates (the “Lessor”), reflecting tax-exempt financing at an interest rate of 2.599%, is the lowest responsible proposal in the best interest of the School District, and such proposal is hereby accepted subject to the negotiation of a lease purchase agreement(s) approved by counsel.

Section 3. The President of the Board of Education, the Vice President of the Board of Education, the Superintendent of Schools and/or the Assistant Superintendent for Business (collectively the “Authorized Representatives” and individually, the “Authorized Representative”) acting on behalf of the School District and with the advice of counsel, are hereby authorized to negotiate, enter into, execute, and deliver one or more lease purchase agreements (collectively, the “Equipment Lease”) with the Lessor. The Authorized Representatives are hereby further authorized with the advice of counsel to negotiate, enter into, execute, and deliver such other documents relating to the Equipment Lease (including, but not limited to, escrow agreements) as the Authorized Representatives deem necessary and appropriate. All other related contracts and agreements necessary and incidental to the Equipment Lease are hereby authorized, and such documents shall be filed in the office of the District Clerk and made available for public inspection.

Section 4. The aggregate original principal amount of the Equipment Lease with respect to the Equipment shall not exceed \$2,535,786 and shall bear interest as set forth in the Equipment Lease and shall contain such options for prepayment as set forth therein.

Section 5. The School District’s obligations under the Equipment Lease shall be subject to annual appropriation or renewal by the Board of Education of the School District as set forth in each Equipment Lease and the School District’s obligations under the Equipment Lease shall not constitute a general obligation of the School District or indebtedness under the Constitution or laws of the State of New York.

Section 6. The proceeds of the Equipment Lease may be applied to reimburse the School District for expenditures made after the effective date of this resolution for the purpose for which said proceeds are authorized, or on or prior to such date if the Board of Education of the School District has adopted a prior statement of intent to issue bonds for such purpose. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 7. The Authorized Representatives are hereby authorized to take any and all other actions necessary in connection with the Agreement, the Equipment Lease, and all matters related thereto.

Section 8. This resolution shall take effect immediately.

## **C. Facilities & Operations**

1. Surplus Property

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

Operations & Maintenance -

Infield Groomer

High School –

High Jump Mats

Windsor Lighting 20 D Burnisher

Elementary School –

Speed Queen Stackable Washer/Dryer

100 Student Desks and Chairs

Upright Aerial Lift Model #62610-000-00

Windsor Saber Cutter Auto Scrubber

Windsor Voyage Carpet Extractor

**D. Education**

1. Committees on Special Education

The Board approves the following recommendations of the Committees on Special Education: Meetings held November 9, 15 and 29, 2016

2. Course Offerings

The Board approves the addition of the following course offerings to the high school course catalog effective with the 2017-2018 school Year:

Algebra II with Lab

Geometry with Lab

College Statistics

Creative Writing