

January 9, 2018

The regular monthly business meeting of the Port Jefferson School District Board of Education was held on January 9, 2018 at Edna Louise Spear Elementary School. Present at the 6:08 p.m. call to order by President Kathleen Brennan, were Vice-President Mark Doyle, Board Members, Ellen Boehm, Adam DeWitt, Vincent Ruggiero, and Tracy Zamek, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, and Executive Director of Curriculum and Instruction Jessica Schmettan. Board Member David Keegan was absent.

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

At 7:32 p.m., the Board reentered general session.

RECOGNITION

A middle school student and two middle school teaching assistants were recognized.

MINUTES

Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm and carried 6-0 that the Board approve the minutes of the following meeting: Regular Meeting held December 12, 2017

PUBLIC COMMENT

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

C. Noblit – football program and Chronic Traumatic Encephalopathy (distributed information on CTE to the Board)

REPORTS

Student Representative, Max Okst, reported on school events.

The report from the Superintendent of Schools included the following:

- Student Participation in Special Olympics
- Winter Concert Season
- A presentation by Steve Chassman, Executive Director of the Long Island Council on Alcoholism and Drug Dependence.

The report from the Board President included the following:

- High School Principal Christine Austen being recognized by Port Times Record as one of the People of the Year.
- Thanks and appreciation to the buildings and grounds staff for their snow removal work.

Committee reports were given as follows:

Mrs. Boehm – Audit Committee is awaiting the completion of the State Audit

Dr. Doyle – Finance Committee meeting held January 8.

- Mr. Leister explained the \$25,000 budget transfer was to cover estimated expenses incurred by FOIL requests.
- Dr. Doyle suggested that the Board task administration with developing a timeline to move forward with capital projects. Board Members concurred.

Mr. Ruggiero – Next Facilities Committee meeting is scheduled for January 18.

Mr. DeWitt – Curriculum Committee meeting held January 9.

Mrs. Zamek – Next Policy Committee meeting is scheduled for January 24.

CONSENT AGENDA

Mrs. Brennan read into the record walk-in personnel resolution numbered 8. Motion was made by Mrs. Boehm, seconded by Dr. Doyle, and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-8 appearing on the January 9, 2018 consent agenda.

Motion was made by Mrs. Zamek, seconded by Dr. Doyle, and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-2 appearing on the January 9, 2018 consent agenda. Mr. Leister explained the reason for the \$25,000 budget transfer. Mrs. Brennan acknowledged the donation in finance resolution numbered 2.

Motion was made by Mr. Ruggiero, seconded by Dr. Doyle, and carried 6-0, that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-3 appearing on the January 9, 2018 consent agenda.

PUBLIC COMMENT

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

ADJOURNMENT

At 8:49 p.m., motion was made by Dr. Doyle, seconded by Mrs. Zamek and carried 6-0 to adjourn.

A. Personnel

1. Resignation – Teaching Assistant

The Board accepts the resignation of Alesandra Klug, as a Teaching Assistant effective December 31, 2017.

2. Substitute Appointments

The Board approves the following substitute appointments for the 2017-2018 school year:

Teacher	Alesandra Klug
Custodial Worker	Edward S. Teixeira (pending fingerprint clearance)
	Bryan Morris
Teacher Aide	Jesse Meaney

3. Request for Leave

The Board grants the request of Nicole Pennino-Costa for an unpaid leave of absence to on or about April 1, 2018.

4. Extra Class Assignment Extension

The Board approves the following extra class assignment extension, in accordance with the negotiated agreement with the Port Jefferson Teachers Association:
Robert Farenga – LOTE (Spanish II), daily to on or about April 1, 2018

5. Interim Appointment LOTE

The Board approves the interim appointment of Gina Scafidi, as a .8 FTE teacher of Languages Other Than English from on or about February 1, 2018 to on or about April 1, 2018, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

6. Stipend

The Board approves the following resolution:

WHEREAS, on or about December 1, 2017, the District Treasurer, Ms. Lisa Van Middlelem began to assume additional responsibilities with respect to the administration of employee benefits on behalf of the Port Jefferson Union Free School District; and

WHEREAS, the Board of Education is desirous of compensating the District Treasurer for performing said additional responsibilities during December, 2017;

BE IT RESOLVED, that based upon this assumption of additional responsibilities with respect to administration of employee benefits within the Port Jefferson Union Free School District, the Board of Education hereby authorizes the District Treasurer to be paid an additional wage stipend in the amount of \$1,000.00 for that period for which she assumed said additional responsibilities, to wit, during December, 2017.

BE IT FURTHER RESOLVED, that all other express terms and conditions of employment as set forth in the employment agreement between the Board of Education and Ms. Lisa Van Middeltem, in her service as District Treasurer, shall not be altered or revised in any manner.

7. Appointment – Interim Chemistry Teacher

The Board approves the appointment of James Christian as a .6 FTE interim teacher of Chemistry (2 Chemistry classes daily and 2 lab classes every other day), effective on or about January 5, 2018 to on or about February 14, 2018, at Level MA60, Step 7, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

8. Coaching Positions

The Board approves the following coaching positions for the 2017-2018 school year:

Rescind – Ryan McCormack	Middle School Boys' Baseball
Appoint – Ryan McCormack	Junior Varsity Boys' Baseball
Appoint – Kelly Walsh	Varsity Girls' Lacrosse
Appoint – Grace-Ann Fallon	Junior Varsity Girls' Lacrosse
Appoint – Dennis Christofor	Varsity Boys' Tennis

B. Finance

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of November
Cash Flow Analysis - Month of November
New Budget Transfers
November Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	25-27, 29
School Lunch Fund	4-5
Federal Fund	6-7
Capital Fund	7
Trust & Agency	4
Payroll	11-13

Scholarship Fund No Warrants
EPC Escrow
Trial Balance - July 2017 – November 30, 2017
Revenue Budget Status - July 2017-June 2018
Appropriation Status Report - July 2017-June 2018
Budget Transfers - Month of November
Approved Fundraisers

2. Donation

The Board gratefully accepts the donation of the following items from Zebra Technologies Corporation to the Robotics Club:

- (4) Mini-CIM Motors
- (4) Victor SP Motors

C. Facilities & Operations

D. Education

1. Committees on Special Education

The Board approves the recommendations of the Committees on Special Education for meetings held: November 28, December 4 and 13, 2017

2. Summer Music Camp

The Board approves the Summer Music Camp to take place at Port Jefferson Middle School, from July 9 – July 26, 2018

3. Educational Initiative Pilot

The Board approves the 4220 Educational Initiative Pilot Plan for the I-ready diagnostic and instructional program, as a supplement to the core literacy and math AIS program for Edna Louise Spear Elementary School.

January 23, 2018

A work session of the Port Jefferson School District Board of Education was held on January 23, 2018 at Edna Louise Spear Elementary School. Present at the 5:05 p.m. call to order by President Kathleen Brennan, were Board Members Ellen Boehm, Adam DeWitt, David Keegan, Vincent Ruggiero, and Tracy Zamek. Vice-President Mark Doyle was absent.

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

Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, Executive Director of Curriculum and Instruction Jessica Schmettan, joined the Board at 5:56 p.m. Also in attendance from 5:56 p.m. to 7:06 p.m. was School District Attorney Neil Block.

At 7:10 p.m., the Board reentered general session for the work session.

WORK SESSION

Mr. Leister gave a presentation on a first draft of the 2018-2019 school year budget. Discussion followed.

Dr. Casciano apprised the Board that on January 26, 2018 eight students will be part of 103.9 FM Spotlight on Schools.

ADJOURNMENT

At 7:49 p.m., motion was made by Mrs. Zamek, seconded by Mr. DeWitt, and carried 6-0 to adjourn.
