

March 15, 2018

The regular monthly business meeting of the Port Jefferson School District Board of Education was held on March 15, 2018 at Edna Louise Spear Elementary School. Present at the 6:09 p.m. call to order by President Kathleen Brennan were Vice-President Mark Doyle, Board Members, Ellen Boehm, Vincent Ruggiero, and Tracy Zamek, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, and Executive Director of Curriculum and Instruction Jessica Schmettan. Board Members Adam DeWitt and David Keegan were absent.

Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm and carried 5-0 that the Board enter executive session to discuss personnel and legal matters. At 7:16 p.m., the Board adjourned executive session and moved to the cafeteria to attend the Young Authors Celebration.

At 7:30 p.m., the Board moved to the large group room for the business meeting.

RECOGNITION

Elementary school students were recognized for participating in the National Geography Bee, History Bee, and Spelling Bee. Also recognized was Jodi Cahill for receiving her Ed.D.

MINUTES

Motion was made by Mr. Ruggiero, seconded by Dr. Doyle and carried 5-0 that the Board approve the minutes of the meeting held February 13, 2018.

Motion was made by Mrs. Zamek, seconded by Mr. Ruggiero and carried 4-0-1 (Dr. Doyle abstained) to approve the minutes of the meeting held February 27, 2018.

PUBLIC COMMENT

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

R. Tidwell – communication with the community, FOIL requests

REPORTS

The report from the Superintendent of Schools included a presentation on Elementary Program: Foundations/Columbia Reading & Writing, the upcoming community forum, security upgrades, and the upcoming high school musical.

Committees

Mrs. Zamek – Policy Committee on agenda for first reading and adoption.

Mr. Ruggiero – Facilities Committee meeting held March 14.

Dr. Doyle – next Curriculum Committee meeting to be held March 27.

Dr. Doyle – Finance Committee meeting held March 12.

Mrs. Boehm – Audit Committee awaiting State Audit Report; and External Auditors

Mrs. Brennan – Read a letter of invitation to join SEPTA.

CONSENT AGENDA

Mrs. Brennan read into the record Personnel resolution numbered 12. Motion was made by Mr. Ruggiero, seconded by Dr. Doyle, and carried 5-0 that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-12 appearing on the March 15, 2018 consent agenda.

Motion was made by Dr. Doyle, seconded by Mrs. Zamek, and carried 5-0 that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-3 appearing on the March 15, 2018 consent agenda.

Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm, and carried 5-0, that as recommended by the Superintendent of Schools, the Board approve Facilities and Operations resolutions numbered 1-2 appearing on the March 15, 2018 consent agenda.

Mrs. Brennan read into the record Education resolution numbered 3. Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm, and carried 5-0, that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-3 appearing on the March 15, 2018 consent agenda.

NEW BUSINESS

Motion was made by Mrs. Zamek, seconded by Mrs. Boehm, and carried 5-0 that Policy 4772 and Regulation 4772-R, Graduation Ceremonies, be approved for a first reading and adoption.

PUBLIC COMMENT

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

R. Potter – resubmitting a different bond, survey to learn why people voted no

L. Sheprow – release of documents prepared by experts, behavioral assessment committee, track resurfacing bid, later start time for facilities committee

ADJOURNMENT

At 9:34 p.m., motion was made by Dr. Doyle, seconded by Mr. Ruggiero and carried 5-0 to adjourn.

CONSENT AGENDA

March 15, 2018

A. Personnel

1. Resignation – Part-Time Guard

The Board accepts the resignation of Ryan Walker as a part-time Guard, effective February 15, 2018.

2. Resignation – Teacher Aide

The Board accepts the resignation of Karen Harvey as a School Teacher Aide, effective February 1, 2018.

3. Appointment – School Attendance Aide

The Board approves the appointment of Karen Harvey as a School Attendance Aide, on a probationary basis, effective February 2, 2018, in accordance with the Suffolk County Department of Civil Service and the negotiated agreement with the Port Jefferson Office Staff Association, at a salary of \$34,336 per annum.

4. Appointment – Substitute Teacher

The Board approves the appointment of Grace Ann Fallon as a substitute teacher for Family and Consumer Sciences, as granted by the New York State Education Department, from on or about January 22, 2018 until on or about March 22, 2018, at level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

5. Extension of Leave of Absence – LOTE Teacher

The Board grants the request of Nicole Pennino-Costa as a teacher of Languages Other than English, for an extension of her leave from on or about April 2, 2018 to on or about June 30, 2018, in accordance with Article IX.C.8 of the negotiated agreement with the Port Jefferson Teachers Association.

6. Extension of Interim Appointment - .8 FTE LOTE Teacher

The Board approves the extension of the interim appointment of Gina Scafidi, as a .8 FTE teacher of Languages Other than English from on or about April 2, 2018 to on or about June 30, 2018 at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

7. Extension of Extra Class Assignment – LOTE

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 until on or about June 30, 2018

8. Professional Development

The Board approves Robert Farenga and Megan Roth-Ueno for an additional five hours each of Google professional development for teachers after school for the 2017-2018 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

9. ENL Workshops

The Board approves Mary Lyons, Christina Marino, Regina Paquette and Kristin Britt for twelve hours each, to conduct workshops for ENL families, for the 2017-2018 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

10. Co-Curricular Advisors

The Board approves the transfer of Senior Class Advisor and International Club Advisor duties and stipend from Jennifer Walling and Heather Pisano to Celiana Gandolfo, effective March 1, 2018, pending minimum enrollment requirements, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

11. Change in Title – Assistant Superintendent for Curriculum and Instruction

The Board approves the following resolution:

BE IT RESOLVED that the Board of Education herewith abolishes the position of Executive Director for Curriculum and Instruction effective March 14, 2018; and

BE IT FURTHER RESOLVED that the Board of Education hereby creates the position of Assistant Superintendent for Curriculum and Instruction effective March 14, 2018 simultaneously with the abolition of the aforementioned position of Executive Director for Curriculum and Instruction; and

BE IT FURTHER RESOLVED that Jessica Schmettan, the incumbent in the position of Executive Director for Curriculum and Instruction, be appointed to the new position of Assistant Superintendent for Curriculum and Instruction, without loss of tenure and seniority, the foregoing to occur effective March 14, 2018; and

BE IT FURTHER RESOLVED that an increase in her annual salary to \$161,375.00, prorated, is approved with said appointment and change of title, effective March 14, 2018 through the remainder of the 2017-2018 school year; and

BE IT FURTHER RESOLVED that the applicable Salary and Benefits Agreement between the Board of Education and Jessica Schmettan be amended to reflect the new title of Assistant Superintendent for Curriculum and Instruction.

12. Appointment – Substitutes

The Board approves the following teacher substitutes for the 2017-2018 school year: Michael DeSalvo

Kathryn Laurie, pending fingerprint clearance from NYS Education Department

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	34-35, 37-38
School Lunch Fund	8
Federal Fund	11-14
Capital Fund	No Warrants
Trust & Agency	No Warrants
Payroll	16-17
Scholarship Fund	No Warrants
EPC Escrow	

Trial Balance - July 2017 – January 31, 2018
 Revenue Budget Status - July 2017-June 2018
 Appropriation Status Report - July 2017-June 2018
 Budget Transfers - Month of January
 Approved Fundraisers

2. 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 execute said agreements:

Kidz Therapy	Alternatives for Children
NY Therapy	County of Suffolk
Maryhaven Center of Hope	AHRC
Anderson School	UCP

3. Approval of Services

The Board approves following musical production services for the 2017-2018 school year:

John Worrell	Choreographer (Musical Productions)
Lee Dash	Orchestra Musician (Reeds-Musical Productions)

C. Facilities & Operations

1. School Calendar

The Board approves the proposed 2018-2019 school year calendar.

2. Village Constables

The Board approves the submission of a letter to the Port Jefferson Village Mayor and Chief Constable granting Port Jefferson Village Constables, who are armed and firearms trained, access to Port Jefferson School District

properties, in certain circumstances, in accordance with New York State Penal Law Section 265.01-a Weapons on School Grounds.

D. Education

1. Committees on Special Education

The Board accepts the recommendations of the Committees on Special Education for the following meetings: January 23, 29, 31, 2018 February 2, 6, 7, 8, 2018

2. Special Education Instructional Services Agreements

The Board approves the Special Education Instructional Services Agreements with Comsewogue School District, for the 2017-2018 school year, for parentally placed students receiving special education services; and further, the Board authorizes the Board President to execute said agreements.

3. Appeal

The Board denies a certain appeal, pertaining to student discipline, dated February 15, 2018.

PORT JEFFERSON SCHOOL DISTRICT 2018-2019 School Calendar

July 2018				
M	T	W	T	F
	2	3	4	5
	9	10	11	12
	16	17	18	19
	23	24	25	26
	30	31		

August 2018				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	{29}	{30}	31

29-30 First Day for Teachers/Staff
Conference Day

(+2)

September 2018				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

(16)

3 - Labor Day
4 - First Day for Students
10-11 - Rosh Hashanah
19 - Yom Kippur

October 2018				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

(22)

8 - Columbus Day

November 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

(18)

12 - Veterans' Day
21-23 - Thanksgiving Recess

December 2018				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

(15)

25 Christmas
24-31 - Winter Recess

January 2019				
M	T	W	T	F
1	2	3	4	
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

(21)

1 - New Year's Day/Winter Recess
21 - Martin Luther King, Jr. Day

March 2019				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

(21)

Key: = Schools Closed
{ } = Conference Day/No School for Students

April 2019				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

(15)

18 - Maundy Thursday
19 - Good Friday
20 - First Day of Passover
22-26 - Spring Recess

May 2019				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

(22)

27 - Memorial Day

June 2019				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26L	27	28

(18)

26 - Last Day School
Full Day for Teachers/Staff

183+2=185 If 0 emergency days used, no school May 28, May 24, April 17
 If 1 emergency day used, no school May 24, April 17
 If 2 emergency days used, no school April 17
 If 3 emergency days used, calendar unchanged
 If 4 emergency days used, school will be open April 18

March 27, 2018

A special meeting of the Port Jefferson School District Board of Education was held on March 27, 2018 at the District Office. Present at the 6:01 p.m. call to order by President Kathleen Brennan, were Vice President Mark Doyle, Board Members Ellen Boehm, David Keegan, Vincent Ruggiero, and Tracy Zamek, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, and Assistant Superintendent for Curriculum and Instruction Jessica Schmettan. Board Member Adam DeWitt was absent. Mrs. Brennan acted as Clerk pro tem.

EXECUTIVE SESSION

Motion was made by Mrs. Boehm, seconded by Mr. Keegan and carried 6-0 that the Board enter executive session to discuss personnel matters. Present in executive session from 6:01 p.m. to 7:30 p.m. were school district administrators Christine Austen, Robert Neidig, Kevin Bernier, Claudia Smith, Michael Caravello, Danielle Turner, Jodi Cahill, and Isha Morgenstern. At 8:52 p.m., Jessica Schmettan left the meeting.

At 9:05 p.m., the Board reentered general session to adjourn.

ADJOURNMENT

Motion was made by Mrs. Zamek, seconded by Mr. Keegan and carried 6-0 to adjourn.
