

May 8, 2018

The annual budget hearing and regular monthly business meeting of the Port Jefferson School District Board of Education was held on May 8, 2018 at Earl L. Vandermeulen High School. Present at the 6:10 p.m. call to order by President Kathleen Brennan, were Vice-President Mark Doyle, Board Members Ellen Boehm and Tracy Zamek, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, and Assistant Superintendent Jessica Schmettan. Board Members Adam DeWitt and Vincent Ruggiero were absent. Board Member Dave Keegan arrived at 6:17pm.

Motion was made by Mrs. Boehm, seconded by Dr. Doyle, and carried 4-0 that the Board enter executive session to discuss matters of personnel and litigation.

At 7:03 p.m., the Board entered general session to commence the Annual Budget Hearing.

The District Clerk reviewed the following:

QUALIFICATIONS OF A VOTER

- 1) a citizen of the United States
- 2) eighteen years of age or older
- 3) a resident of the school district for at least 30 days preceding the vote

PROCEDURES FOR VOTING

- Voting will be by machine on Tuesday, May 15, 2018 from 6:00 a.m. to 9:00 p.m., in the cafeteria at Earl L. Vandermeulen High School.
- No electioneering will be permitted within 100 feet of the polling place.
- Applications for absentee ballots are available from the District Clerk.

PROPOSITIONS

- 1) Proposition 1 – Shall the annual budget of the Port Jefferson School District for the school year 2018-2019 in the sum of \$43,889,812; as proposed by the Board of Education with the requisite portion thereof to be raised by taxation on the taxable property of the District, as required by law, be adopted?
- 2) Proposition 2 - Shall the Board of Education of the Port Jefferson Union Free District be authorized to expend a sum not to exceed \$1,056,000 from the “2015 Renovations and Upgrades Capital Reserve Fund” effective May 21, 2015 for the following purpose(s): roof replacement of sections 4, 5 and 6 at Earl L. Vandermeulen High School including all ancillary and incidental work required to be performed?

BOARD OF EDUCATION

Three vacancies are to be filled on the Board of Education, each for a three year term, July 1, 2018 - June 30, 2021. The candidates as they will appear on the May 15th ballot are:

Ryan	Mia	Jason	Rene	Tracy	Ryan
Biedenkapp	Farina	Kronberg	Tidwell	Zamek	Walker

PRESENTATION

Mr. Leister presented the 2018-2019 proposed budget.

QUESTIONS / DISCUSSION

D. Keegan – staffing

S. Valesquez – relocation of the Middle School office, roofing

ADJOURNMENT

At 7:41 p.m., the Budget Hearing adjourned and Mrs. Brennan called the business meeting to order.

RECOGNITION

League of YES student participants were recognized, as well as members of the High School Robotics Team.

MINUTES

Dr. Doyle requested that the April 10, 2018 meeting minutes be voted on separately.

Motion was made by Mrs. Boehm, seconded by Mr. Keegan and carried 5-0 that the Board approve the minutes of the meetings held April 5, 2018 and April 18, 2018. Dr. Doyle asked that the April 5, 2018 minutes include legal matters as the purpose of entering executive session.

Motion was made by Mr. Keegan, seconded by Mrs. Boehm and carried 4-0-1 (Dr. Doyle abstained) that the Board approve the minutes of the meeting held April 10, 2018.

PUBLIC COMMENT

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

R. Tidwell – the district's credit rating

K. Sproul – autism awareness

REPORTS

Student Representative, Max Okst, reported on school events.

The Superintendent of Schools report included: Unified Basketball Game, Best Schools for Music Education, Teacher and Nurse Appreciation Day, May 15th Vote and Election

Mrs. Brennan, on behalf of the Board, extended thanks to our teachers and nurses; and, urged residents to vote on May 15th.

Committee Reports:

Mr. Keegan – Facilities Committee meeting held April 26
Mrs. Boehm – Audit Committee awaiting reports from auditors
Dr. Doyle – Finance Committee meeting held April 30
Mrs. Zamek – Policy Committee next meeting will be May 30

BOARD CONSENT AGENDA

Motion was made by Mrs. Boehm, seconded by Dr. Doyle and carried 5-0 that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-13 appearing on the May 8, 2018 consent agenda. Mrs. Brennan acknowledged the award of tenure resolutions A.11 and 12.

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 1-4 appearing on the May 8, 2018 consent agenda.

Motion was made by Mr. Keegan, seconded by Mrs. Zamek and carried 5-0 that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1 - 2 appearing on the May 8, 2018 consent agenda.

PUBLIC COMMENT

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

ADJOURNMENT

At 8:41 p.m., motion was made by Dr. Doyle, seconded by Mrs. Boehm and carried 5-0 to adjourn.

CONSENT AGENDA

May 8, 2018

A. Personnel

1. Request for Leave – Music Teacher

The Board approves the request of Lisa Scrom, teacher of Music, for a leave of absence from on or about June 11, 2018 to on or about January 1, 2019, in accordance with Board 9520.2 Family and Medical Leave and Article IX.B.9 and IX.F. of the negotiated agreement with the Port Jefferson Teachers Association.

2. Extension of Substitute Appointment

The Board approves the extension of the appointment of Grace Ann Fallon, as a substitute teacher for Family and Consumer Science, as granted by the New York State Education Department, from on or about March 22, 2018 until on or about June 30, 2018, at level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

3. Appointment – Guard

The Board approves the appointment of Gary Rieu-Sicart, as a Guard, on a probationary basis, effective on or about May 9, 2018, at the rate of \$26,397.00 per annum, in accordance with the negotiated agreement with the Port Jefferson Custodial Workers Unit.

4. Appointment – Part-Time Guard

The Board approves the appointment of Jeffrey Klug, as a part-time Guard, effective on or about May 9, 2018, at the rate of \$22.50 per hour, subject to fingerprint clearance by the New York State Education Department.

5. Appointment - Part-Time Guards

The Board approves the appointment of the following part-time Guards, for the 2018-2019 school year:

Reinaldo Delvalle	\$23.00/hour
Robin Sacco	\$23.00/hour

6. Appointment – Summer Guards

The Board approves the appointment of the following Guards for the summer 2018, as needed, at their hourly rate of pay for the 2018-2019 school year:

Patrick McCormick	Jeff Rubin	Michael Stiles
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7. Appointment – Summer Custodial/Grounds

The Board approves the following custodial/grounds appointments for the summer 2018, not to exceed 90 days of employment:

Cort Adamczyk	\$12.00/hour
Geoffrey Grove	\$12.00/hour
William Loper	\$12.00/hour
Bryan Morris	\$14.03/hour

8. Substitute Appointments

The Board approves the following substitute appointments for the 2018-2019 school year:

Custodial Worker I	Elijah Brown Bryan Morris
Custodial Worker II	Peter Colen Gene Holland
Guard	George Rieu-Sicart

9. Extra Class Assignment

The Board approves the following extra class assignment, in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Regina Paquette – ENL – effective March 5, 2018, every other day until on or about June 30, 2018.

10. Resignation – Science Teacher

The Board accepts the resignation of Sean McGovern, as a teacher of Science, effective June 30, 2018.

11. Tenure – Administrator

The Board grants tenure to Christine Austen as High School Principal, effective June 30, 2018.

12. Tenure – Teacher

The Board grants tenure to Mary Lyons as a teacher of English to Speakers of Other Languages (ESOL), effective September 2, 2018

13. Retirement – Teacher

The Board accepts the resignation of Michel Krivosta, as a teacher of Science, for the purpose of retirement, effective June 30, 2018.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of March

Cash Flow Analysis - Month of March

Fund Balance Projection

New Budget Transfers

March Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	44-45, 48-51
School Lunch Fund	10-11
Federal Fund	18-20
Capital Fund	10
Trust & Agency	No Warrants
Payroll	23, 27-28
Scholarship Fund	No Warrants
EPC Escrow	

Trial Balance - July 2017 – March 31, 2018

Revenue Budget Status - July 2017-June 2018

Appropriation Status Report - July 2017-June 2018

Budget Transfers - Month of March

Approved Fundraisers

Extra Classroom Quarterly Reports

2. Transportation Contract

The Board approves the extension of the summer transportation contract with Suffolk Transportation Service, Inc., for the 2018-2019 school year with a price increase based on the consumer price index (CPI) issued by the New York State Education Department.

3. Joint Municipal Bidding Program

The Board approves the following resolution approving participation in the Joint Municipal Bidding Program with Eastern Suffolk BOCES for the 2018-2019 school year:

WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

WHEREAS, the Port Jefferson Union Free School District, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in

the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.

BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

BE IT FURTHER RESOLVED that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

BE IT FURTHER RESOLVED that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

4. Vote Worker

The Board approves the appointment of Jeanne Kozyra and Samantha Free, qualified voters of the District, as poll workers at the May 15, 2018 Vote and Election.

C. Facilities & Operations

D. Education

1. Committees on Special Education

The Board accepts the recommendations of the Committees on Special Education for the following meetings:

February 13, 14, 16, 28, 2018

March 2, 5, 6, 8, 9, 12, 14, 16, 19, 20, 21, 23, 26, 27, 28, 2018

2. Professional Development

The Board approves the agreement between Port Jefferson School District and Linda Bausch for literacy professional development with elementary school teachers for the 2017-2018 school year.

May 15, 2018

A special meeting of the Port Jefferson School District Board of Education was held on May 15, 2018 at Earl L. Vandermeulen High School. Present in the cafeteria at the 9:30 p.m. call to order by President Kathleen Brennan, were Vice-President Mark Doyle, Board Members Ellen Boehm, Adam DeWitt, David Keegan, and Tracy Zamek, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, Assistant Superintendent Jessica Schmettan, and District Clerk Janice Baisley. Board Member Vincent Ruggiero was absent.

Motion was made by Dr. Doyle, seconded by Mr. Keegan, and carried 6-0 that the Board accept the tabulation of votes as certified by the inspectors of election and the District Clerk at the Vote and Election of Board Members held on May 15, 2018; the results of such tabulations being as follows:

Proposition #1	Yes: 774	No: 362
Proposition #2	Yes: 874	No: 257
Ryan Biedenkapp		481
Mia Farina		276
Jason Kronberg		369
Rene Tidwell		649
Tracy Zamek		604
Ryan Walker		660

Motion was made by Mrs. Zamek, seconded by Mr. Keegan and carried 6-0 that the Board approve the attached resolution pertaining to an agreement dated May 15, 2018, between the Port Jefferson Business Improvement District and the Board of Education of the Port Jefferson Union Free School District

Motion was made by Mr. DeWitt, seconded by Mrs. Boehm, and carried 6-0 that the Board approve the appointment of Charles Hafner as a teacher of Science, on a probationary basis effective August 29, 2018 at Level BA Step 3, in accordance with the negotiated agreement with the Port Jefferson Teachers Association; and in accordance with the Education Transformation Act Amended Section 3012 of the Education Law, tenure will be granted and considered upon three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of the probationary appointment.

Motion was made by Dr. Doyle, seconded by Mrs. Boehm, and carried 6-0 that the Board approve the extension of the appointment of Grace Ann Fallon, as a substitute teacher for Family and Consumer Science as granted by the NYS Education Department from on or about March 22, 2018 until on or about May 18, 2018, at level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

EXECUTIVE SESSION

At 9:38 p.m., motion was made by Dr. Doyle seconded by Mr. DeWitt and carried 6-0 that the Board enter executive session to discuss a personnel matter. The District Clerk left the meeting and Mrs. Brennan acted as Clerk pro tem.

ADJOURNMENT

At 10:22 p.m., the Board reentered general session to adjourn.
Motion was made by Mrs. Zamek, seconded by Dr. Doyle, and carried 6-0 to adjourn.

BOARD RESOLUTION

WHEREAS, the Port Jefferson Business Improvement District desires to use portions of the parking lots at Earl Vandermeulen High School as designated by the School District for use in connection with the Business Improvement District's efforts to provide additional parking for visitors to the Village of Port Jefferson; and

WHEREAS, the portions of the premises described above are unneeded for School District purposes on Friday nights, weekend (i.e. Saturday and Sunday) afternoons and nights, Memorial Day afternoon and night, and Labor Day afternoon and night during the period of May 16, 2018 through September 4, 2018; and

WHEREAS, the Board of Education has determined that the grant of the use to the Port Jefferson Business Improvement District and the resultant rental is in the best interest of the School District;

NOW THEREFORE BE IT RESOLVED that the Board of Education of the Port Jefferson Union Free School District hereby authorizes the use of the portions of the parking lots at Earl Vandermeulen High School as designated by the School District in connection with the Business Improvement District's efforts to provide additional parking for visitors to the Village of Port Jefferson subject to the preparation of a written Agreement by District counsel.

BE IT FURTHER RESOLVED, that the Board of Education of the Port Jefferson Union Free School District authorizes the Board President to execute the Agreement on behalf of the Board of Education.

May 22, 2018

A special meeting of the Port Jefferson School District Board of Education was held on May 22, 2018 at the District Office. Present at the 4:59 p.m. call to order by President Kathleen Brennan, were Board Members Ellen Boehm, Adam DeWitt, and Vincent Ruggiero. Board Member Tracy Zamek arrived at 5:17 p.m. Vice-President Mark Doyle and Board Member David Keegan were absent. Mrs. Brennan acted as Clerk pro tem.

Motion was made by Mrs. Boehm, seconded by Mr. DeWitt and carried 4-0 that the Board enter executive session to discuss personnel matters.

Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, and Assistant Superintendent Jessica Schmettan joined executive session at 5:32 p.m. and left at 6:50 p.m. Dr. Casciano rejoined executive session at 6:52 p.m. and left at 7:31 p.m.

School District Attorney Neil Block joined via conference call from 5:34 p.m. to 5:58 p.m.

Mr. DeWitt left the meeting at 7:39 p.m.

At 8:34 p.m., the Board reentered general session to adjourn. Motion was made by Mrs. Zamek, seconded by Mrs. Boehm, and carried 4-0 to adjourn.
