

June 12, 2018

The regular monthly business meeting of the Port Jefferson School District Board of Education was held on June 12, 2018 at Edna Louise Spear Elementary School. Present at the 5:02 p.m. call to order by President Kathleen Brennan, were Vice-President Mark Doyle, Board Members, Ellen Boehm, David Keegan, and Tracy Zamek, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, Assistant Superintendent of Curriculum and Instruction Jessica Schmettan, High School Principal Christine Austen, seven members of the ELVHS Class of 2018 and 1 alumni. Also present were three parents of seniors. A roundtable discussion ensued pertaining to the students' experiences throughout their careers in Port Jefferson School District. Board Member Adam DeWitt was absent. Board Member Vincent Ruggiero joined the Board at 6:00 p.m.

At 6:05 p.m., Mrs. Austen, the students and parents left the meeting. Motion was made by Mrs. Boehm seconded by Mr. Keegan and carried 6-0 that the Board enter executive session to discuss legal and personnel matters.

At 7:00 p.m., the Board entered the gymnasium for presentation of the Presidential Volunteer Service Awards to student recipients.

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

PUBLIC COMMENT

Mrs. Brennan opened public comment. There were no comments.

BOARD CONSENT AGENDA

Mrs. Brennan read into the record resolution A.34. 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 Personnel resolutions numbered 1-34 appearing on the June 12, 2018 consent agenda. Mrs. Brennan and Dr. Casciano commented on resolution A.34, the resignation of Danielle Turner; and, Mrs. Brennan added that the resignation was accepted "with regret". Mrs. Brennan and Dr. Casciano commented on resolutions A.29-33, the granting of early tenure to five administrators.

Motion was made by Dr. Doyle, seconded by Mrs. Boehm and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-8 appearing on the June 12, 2018 consent agenda. Mrs. Brennan acknowledged the scholarship donations, resolutions B.6 and 7.

Motion was made by Mrs. Zamek, seconded by Mr. Ruggiero and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Facilities and Operations resolutions numbered 1-2 appearing on the June 12, 2018 consent agenda.

Motion was made by Mrs. Zamek, seconded by Mr. Keegan and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-6 appearing on the June 13, 2017 consent agenda.

RECOGNITION

Recognition was given to staff members who received tenure, retirees, outgoing Board Members Mark Doyle and Vincent Ruggiero, and student representative Max Okst.

The meeting recessed for 20 minutes for refreshments in honor of those recognized.

MINUTES

Motion was made by Mrs. Boehm, seconded by Dr. Doyle and carried 5-0-1 (Mr. Ruggiero abstained) that the Board approve the minutes of the following meetings:

Budget Hearing & Regular Meeting held May 8, 2018

Meeting held May 15, 2018

Special Meeting held May 22, 2018

REPORTS

The student representative, Max Okst reported on school events.

The report from the Superintendent of Schools included:

- extended thanks for the May 15, 2018 vote outcome
- no new LIPA details
- extended congratulations to Board Members Elect Rene Tidwell and Ryan Walker and to re-elected Board Member Tracy Zamek
- a presentation on the update of security measures

The report from the Board President included:

- attending the senior awards and scholarship awards ceremonies
- extended thanks for support of the budget
- Reorganization and July Business Meeting to be July 10, 2018
- acknowledged resolution A.28, the Superintendent foregoing an increase in salary for 2018-2019

Committee Reports:

Mrs. Boehm – Audit Committee meeting held May 29

Dr. Doyle – Finance Committee meeting held May 29

Mr. Ruggiero – Facilities Committee next meeting June 14

Mrs. Zamek – Policy Committee meeting held May 30

Mrs. Brennan reminded Board Committee Chairs to submit their end-of-year reports to the District Clerk.

NEW BUSINESS

Motion was made by Mr. Keegan, seconded by Mrs. Zamek and carried 6-0 that the Board accept for a first reading Policy 8505, Charging School Meals and Prohibition Against Shaming.

PUBLIC COMMENT

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

ADJOURNMENT

Dr. Doyle and Mr. Ruggiero, individually, commented on their years on the Board and extended thanks to Board Members and colleagues present and past.

At 8:57 p.m., motion was made by Mr. Ruggiero, seconded by Dr. Doyle and carried 6-0 to adjourn.

CONSENT AGENDA

June 12, 2018

A. Personnel

1. Appointment – Co-Curricular

The Board approves the following co-curricular appointments for the 2018-2019 school year, pending minimum enrollment requirements, in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Elementary School:

Art Club	Richard Anderson
Chess/Scrabble Club (Grades 3-5)	Francoise Schachner
Instrumental Music – Concerts	Mark Abbonizio/Vanessa Salzman
Vocal Music – Concerts	Christian Neubert
Drama Club Co-Advisors	Christian Neubert/Kristen Neubert
Greenhouse Club Co-Advisors	Brian Kendrick/Richard Lautato
Homework Club	Kari Costanzo
Grades 3,4,5 Intramurals	Francoise Schachner/ Benjamin Bajus/Kevin Rowett
Student Government Co-Advisors	Michele Smith/ Dana St. Pierre
Select Choir	Katherine Butera
Yearbook	Jennifer Guerrazzi

2. Appointment – Summer Aides

The Board approves the appointment of the following as aides for the summer 2018, to assist with copying and mailings for school opening, at the rate of \$12.00 per hour:

Mary O’Sullivan (not to exceed 2 days)

Suzanne Uldal (not to exceed 6 days)

3. Special Education Extended School Year Program 2018 - Teachers

The Board approves the following teachers for the 2018 Special Education Extended School Year program from July 2, 2018 to August 10, 2018 (with the exception of July 4, 2018), Monday-Friday, 9:00 a.m. – 12:00 p.m.:

Meagan Bellantuono

Tara Grover

Alyssa Bosco

4. Special Education Extended School Year Program 2018 – ENL Teacher

The Board approves Mary Lyons as a teacher for the 2018 ENL Extended School Year program from July 2, 2018 – August 10, 2018 (with the exception of July 4, 2018), Monday-Friday, 9:00 a.m. – 12:00 p.m.

5. Summer 2018 CSE Committee

The Board approves the following staff, as needed, for the Summer 2018 Committee on Special Education, at their hourly rate of pay, from July 1, 2018 to August 31, 2018:

Support Staff

Dr. Allyson Carlson (Psychologist)

Kristen Wendel (Psychologist)

Christine Benanti (Psychologist)

Stacia Schoen (Speech)

Teachers

Christina Carlson

Monica Consalvo

Melissa Corey

Sandra Eybs

Jeanette Garofola

Allison Giannusa

Phil Giannusa

Gina Fedler

Michelle Landetta

Meg Lavin

Christina Marino

Amy McClelland

Christine Bokina

Lynne Pellegrino

Anne Marie Frega

6. Special Education Extended School Year Program – Staff

The Board approves the following staff, as needed, for the 2018 Special Education Extended School Year program from July 2, 2018 to August 10, 2018 (with the exception of July 4, 2018), Monday - Friday, 9:00 a.m. - 12:00 p.m.:

Nurses

Susan Federico Linda Love Queena Kang

Teachers

Christina Marino (Reading)
Stacia Schoen (Speech)

Substitute Teachers

Christina Carlson
Jeanette Garofola
Michelle Landetta
Gina Fedler
Christina Marino
Jennifer Guerrazzi
Laura Wickel
Melanie Sandberg
Kristen Snelders
Amy McClelland (Speech)
Karen Stamatopoulos (Speech)

Teaching Assistants

Annmarie Anderson
Melissa Harms
Debra Hartmann
Patricia Koehnlein
Rosemary Griffin
Bonnie Kelsch
Mary O'Sullivan

Substitute Teaching Assistants

Annmarie Anderson
Melissa Harms
Debra Hartmann
Patricia Koehnlein
Rosemary Griffin
Bonnie Kelsch
Kathleen Thrash
Mary O'Sullivan

7. Appointment - Part-Time Guards

The Board approves the appointment of the following as part-time Guards, for the 2018-2019 school year, at the rate of \$23.00 per hour:

George Rieu-Sicart Jeffrey Klug

8. Appointment – Substitutes 2018-2019

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

Clerk Typist	Maureen Colon Nancy Makarius Daisy Sanchez
Teacher Aide	Caroline Bachmore Katie DiBona
Senior Clerk Typist	Kathleen Archacki Belinda Rowan

9. Appointment – Substitutes 2017-2018

The Board approves the following substitute for the 2017-2018 school year pending fingerprint clearance by the NYS Education Department:

Nurse	Queena Kang
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10. Appointment - Student Interns I

The Board approves the appointment of the following as Student Interns I, at the rate of \$11.00 per hour, for the 2018-2019 school year:

Christopher Lautato	Max Okst	Ryan Parmegiani
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11. Appointment – Part-Time School Communications Aide

The Board approves the appointment of Thomas Serabian as a part-time School Communications Aide, for the 2018-2019 school year, at the rate of \$16.25 per hour, not to exceed 20 hours per week.

12. Substitute Employees Compensation

The Board approves the increase in compensation for substitute employees, as follows, effective July 1, 2018:

Clerk Typist	\$12.00 per hour
Custodial Worker I	\$12.00 per hour
Custodial Worker II	\$14.03 per hour
Summer Custodial Worker I	\$12.00 per hour
Summer Custodial Worker II	\$14.03 per hour (2 nd year or more, effective 5/10/17)
Teacher Aide	\$12.00 per hour
Teacher Assistants	\$13.50 per hour

13. Appointment – Facility Use Monitors

The Board approves the following Facility Use Monitor appointments, as needed, for the remainder of the 2017-2018 school year, at the rate of \$20.00 per hour:

Max Okst

Thomas Serabian

14. Business .1 FTE Reduction

The Board approves a .1 FTE reduction of the Business position of Linda Moran, effective August 29, 2018; and further, the Board approves the appointment of Linda Moran as a .7 FTE Business Teacher effective August 29, 2018.

15. Reading .3 FTE Reduction

The Board approves a .3 FTE reduction of the Reading position of Bonnie Quartarone, effective August 29, 2018; and further, the Board approves the appointment of Bonnie Quartarone at a .7 FTE teacher of Reading effective August 29, 2018.

16. Appointment – Clerk Typist

The Board approves the appointment of Kristin Laudicina, as a Clerk Typist, on a probationary basis, effective on or about June 13, 2018, in accordance with the Suffolk County Department of Civil Service and the negotiated agreement with the Port Jefferson Office Staff Association.

17. Appointment – Science Teacher

The Board approves the appointment of Melissa Garcia as a teacher of Science, on a probationary basis effective August 29, 2018 at Level MA Step 4, 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.

18. Request for Leave Extension – Music Teacher

The Board grants the request of Jessica Pastor, teacher of Music, for an extension of her leave of absence for the 2018-2019 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

19. Request for Leave Extension – Teaching Assistant

The Board grants the request of Katherine Butera, Teaching Assistant, for an extension of her leave of absence for the 2018-2019 school year, in accordance with the negotiated agreement with the United Paraprofessionals Association of Port Jefferson.

20. Leave Replacement Appointment Extension – Music Teacher

The Board extends the leave replacement appointment of Katherine Butera as a teacher of Music for the 2018-2019 school year (for Jessica Pastor), in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

21. Employment Agreement – Business Office Operations Supervisor

The Board approves the Employment Agreement of Isha Morgenstern, Business Office Operations Supervisor, dated June 12, 2018, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

22. Employment Agreement – School District Treasurer

The Board approves the Employment Agreement of Lisa Van Middeltem, School District Treasurer, dated June 12, 2018, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

23. Employment Agreement – Office Applications Specialist

The Board approves the Employment Agreement of Natalie Pego, Office Applications Specialist, dated June 12, 2018, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

24. Employment Agreement – Personnel Transaction Clerk

The Board approves the Employment Agreement of Regina Booker, Personnel Transaction Clerk, dated June 12, 2018, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

25. Employment Agreement – Confidential Secretary to the Superintendent of Schools

The Board approves the Employment Agreement of Janice Baisley, Confidential Secretary to the Superintendent of Schools, dated June 12, 2018, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

26. Employment Agreement – Deputy Superintendent

The Board approves the Employment Agreement of Sean Leister, Deputy Superintendent, dated June 12, 2018, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

27. Employment Agreement –Assistant Superintendent of Curriculum and Instruction

The Board approves the Employment Agreement of Jessica Schmettan, Executive Director of Curriculum and Instruction, dated June 12, 2018, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

28. Employment Agreement – Superintendent of Schools

At the request of the Superintendent of Schools, for the 2018-2019 school year, the Board approves the waiving of Item 4.b., contained within the Agreement dated December 13, 2016, between the Board and the Superintendent of Schools.

29. Tenure – Director of Special Education

The Board grants tenure to Jodi Cahill, Ed.D., as Director of Special Education, effective July 1, 2018.

30. Tenure – Middle School Principal

The Board grants tenure to Robert Neidig, Ed.D., as Middle School Principal, effective July 1, 2018.

31. Tenure – Assistant Principal 9-12

The Board grants tenure to Kevin Bernier, as Assistant Principal 9-12, effective July 1, 2018.

32. Tenure – Assistant Principal PreK-8

The Board grants tenure to Claudia Smith, as Assistant Principal PreK-8, effective July 1, 2018.

33. Tenure – Assistant Superintendent of Curriculum & Instruction

The Board grants tenure to Jessica Schmettan, as Assistant Superintendent of Curriculum and Instruction, effective July 1, 2018.

34. Resignation – Director of Health, Physical and Athletics

The Board accepts the resignation of Dr. Danielle Turner, as Director of Health, Physical Education and Athletics, effective July 6, 2018.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of APRIL

Cash Flow Analysis - Month of APRIL

Fund Balance Projection

New Budget Transfers

APRIL Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	52, 55, 57-59
School Lunch Fund	No Warrants
Federal Fund	21-22
Capital Fund	11
Trust & Agency	8
Payroll	29-33
Scholarship Fund	No Warrants
EPC Escrow	

Trial Balance - July 2017 – April 30, 2018

Revenue Budget Status - July 2017-June 2018

Appropriation Status Report - July 2017-June 2018

Budget Transfers - Month of April

Approved Fundraisers

2. Transfer of Reserves

The Board approves the following resolution:

WHEREAS, by action of the Board of Education, the Port Jefferson Union Free School District has previously established certain reserves having the following balances as of the fiscal year ending June 30, 2017:

Reserves	Fiscal Year Ending 6/30/17
Workers' Compensation	3,092,345
Unemployment	1,848,387
Compensated Absences	3,208,962
Employees' Retirement	3,444,679
Debt Service	1,506,086
Deferred Revenue	318,501
Capital Reserve	4,507,364
Total Reserves	17,926,324

And, WHEREAS, the Port Jefferson Board of Education wishes to utilize and or contribute additional funds where appropriate,

NOW BE IT RESOLVED that the Port Jefferson Board of Education hereby authorizes transfers of 2017-2018 fund balance to any of the properly established reserves not to exceed:

Reserves	Transfers Not to Exceed
Workers' Compensation	200,000
Unemployment	200,000
Compensated Absences	300,000
Employees' Retirement	200,000
Capital Reserve	1,500,000
Total Reserves	2,400,000

3. Bid Extension

The Board awards a bid extension to Advantage Music for the rental of musical instruments for the 2018-2019 school year.

4. Award of Bid – Roof Replacement

The Board awards the 2017-2018 Capital Improvement Project, Roof Replacement bid to the lowest responsible bidder, Marfi Contracting Corporation.

5. Award of Bid – Music Supplies & Sheet Music

The Board awards the 2018-2019 Music Supplies and Sheet Music bid to the lowest responsible bidders meeting specifications, as follows:

Advantage Music K & S Music Music & Arts

6. Scholarship Donation

The Board gratefully accepts the scholarship donation of \$3,000 from Suffolk Transportation Service, Inc., to be awarded to a graduating Earl L. Vandermeulen High School student(s) aspiring to continue to higher education.

7. Scholarship Donation

The Board gratefully accepts the donation of \$1,000 from Dr. Stephen Golub to the Andrew Golub Scholarship Fund.

8. Maintenance Agreement

The Board approves the Multi-Year Maintenance Agreement, dated July 1, 2018, between the District and Carr Business Systems for the replacement of all district printers.

C. Facilities & Operations

1. Reorganization Meeting & July Business Meeting

The Board designates July 10, 2018 as the date of the 2018 Reorganization Meeting and July Business meeting.

2. Surplus Property

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

Elementary School

Friedrich Model P12A - Serial # LHDA03680 – Inventory Tag 014296
Friedrich Model P12A – Serial # LHDA03642 – Inventory Tag 014293
Friedrich Model P12A – Serial # LHDA03648 – Inventory Tag 014291
Friedrich Model P12A – Serial # LHDA03676 – Inventory Tag 014290
Friedrich Model P12A – Serial # LHDA03202 – Inventory Tag 01492
Friedrich Model P12A – Serial # LHHA04513 – Inventory Tag 014315
Omidea Model MPK10CR - Inventory Tag (Partial) 775050401896
Omidea Model MPK10CR - Inventory Tag 105530775050402428
Frigidaire Model FAP09EP1Z1 – Serial # KK45217871 – No Inventory Tag
Amcor Model AL-10000E – Inventory Tag 060308471
Amcor Model AL-10000E – Inventory Tag 060308465

Grounds

1993 Bobcat Mower Model 930000 – Serial #9300001543

D. Education

1. Committees on Special Education

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

April 26, 27, 28, May 5, 8, 9, 10, 11, 12, 15, 16, 22, 23, 25, and 26, 2017.

2. Driver Education

The Board extends the Drivers Education Program with Jim's Cornerstone Driving School, Inc. for the provision of driver education services for the 2018-2019 school year, fall 2018, spring and summer 2019.

3. Driver Education Instructors

The Board approves the following services for the Driver Education program for the 2018-2019 school year:

Stephen Fox - Driver Education Lecture Teacher

Alexander Tamuk – Substitute Driver Education Lecture Teacher

Kenneth George - Instructor

Elke Moeller - Instructor

James V. Peretta - Instructor

Nicole Sanford - Instructor

Jo Ann Monette – Instructor

4. CodeHS Online Curriculum

The Board approves participation in the CodeHS online curriculum for AP Computer Science for the 2018-2019 school year.

5. Special Education Services Contract

The Board approves the Special Education Services Contract for the 2017-2018 school year, between Port Jefferson School District and Mount Sinai School District; and further, the Board President is authorized to execute said contract.

6. Approval of Placement

The Board approves the placement of a CSE classified student at Eden II/Genesis Program during the summer of 2018, July 7, 2018 through August 17, 2018.

June 19, 2018

A special meeting of the Port Jefferson School District Board of Education was held on June 19, 2018 at the District Office. Present at the 5:40 p.m. call to order by President Kathleen Brennan were Board Members Ellen Boehm, Adam DeWitt, and Vincent Ruggiero. Vice President Mark Doyle arrived at 5:53 p.m. Board Members David Keegan and Tracy Zamek were absent.

Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm that the Board hereby approves and ratifies a certain Memorandum of Agreement dated June 16, 2018 between the negotiating representatives of the Port Jefferson Teachers Association and the negotiating representatives of the Port Jefferson Union Free School District; and further, the Board authorizes the President of the Board of Education and Superintendent of Schools to prepare and execute a new collective bargaining agreement incorporating the terms of said Memorandum of Agreement.

Discussion ensued. Motion carried 4-0.

Motion was made by Mr. Ruggiero, seconded by Mr. DeWitt, and carried 4-0 that the Board enter executive session to discuss a legal matter.

At 6:33 p.m., the Board reentered general session. Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm, and carried 5-0 to adjourn.
