

**BOARD OF EDUCATION**  
**AGENDA**  
**June 11, 2019**  
**Elementary School**

- 5:00 p.m. Student Roundtable (Library)
- 6:00 p.m. Call to Order/Executive Session (ES Library)
- 7:00 p.m. Presidential Volunteer Service Awards (Gymnasium)
- 7:30 p.m. General Session Business Meeting (Large Group Room)

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:  
Budget Hearing & Regular Meeting, May 14, 2019  
Special Meeting, May 21, 2019

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

VI. REPORTS

- A. Student Representative
- B. Superintendent of Schools
  - Elementary School Program Spotlight – *Thomas Meehan*
- 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 June 11, 2019 consent agenda:

- A Personnel - resolutions numbered 1-26
- B Finance - resolutions numbered 1-13
- C Facilities and Operations – 1
- D Education - resolutions numbered 1-4

VIII. OLD BUSINESS

IX. PUBLIC COMMENT

X. ADJOURNMENT

## CONSENT AGENDA

### A. Personnel

#### 1. Business .1 FTE Reduction

The Board approves a .1 FTE reduction of the Business Education position of Linda Moran effective August 28, 2019; and further, the Board approves the appointment of Linda Moran as a .6 FTE teacher of Business Education effective August 28, 2019.

#### 2. Elementary Education .5 Reduction

The Board approves a .5 FTE reduction of the Elementary position of Kristen Neubert effective August 28, 2019; and further, the Board approves the appointment of Kristen Neubert as a 1.0 FTE Special Education Teacher effective August 28, 2019.

#### 3. Social Studies .2 FTE Reduction

The Board approves a .2 FTE reduction of the Social Studies position of Lauren Trelewicz effective August 28, 2019; and further, the Board approves the appointment of Lauren Trelewicz as a .8 FTE teacher of Social Studies effective August 28, 2019.

#### 4. Family & Consumer Science .5 FTE Reduction

The Board approves a .5 FTE reduction of the Family and Consumer Science position of Nancy Bachety effective August 28, 2019; and further, the Board approves the appointment of Nancy Bachety as a .5 FTE teacher of Family and Consumer Science effective August 28, 2019.

#### 5. Resignation – Substitute Custodial Worker

The Board accepts the resignation of Brendan Van Nostrand, as a substitute custodial worker, effective May 14, 2019.

#### 6. Employment Agreement – Personnel Assistant

The Board approves the Employment Agreement of Regina Booker, Personnel Assistant, dated June 11, 2019, 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.

7. Employment Agreement – Office Application Specialist

The Board approves the Employment Agreement of Natalie Pego, Office Applications Specialist, dated June 11, 2019, 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.

8. Employment Agreement – School District Treasurer

The Board approves the Employment Agreement of Lisa Van Middlelem, School District Treasurer, dated June 11, 2019, 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.

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

The Board approves the Employment Agreement of Kathleen Hanley, Confidential Secretary to the Superintendent of Schools, dated June 11, 2019, 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.

10. Employment Agreement – Business Office Operations Supervisor

The Board approves the Employment Agreement of Isha Morgenstern, Business Office Operations Supervisor, dated June 11 2019, 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.

11. Employment Agreement – Assistant Superintendent of Curriculum & Instruction

The Board approves the Employment Agreement of Jessica Schmettan, Assistant Superintendent of Curriculum & Instruction, dated June 11, 2019, 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.

12. Employment Agreement – Deputy Superintendent

The Board approves the Employment Agreement of Sean Leister, Deputy Superintendent, dated June 11, 2019, 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.

### 13. Curriculum Projects

The Board approves the following teachers for Curriculum Projects for 2019-2020 in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

HS ELA/Tech - Broadcasting Revisions: Michael Augello & Brian Chalmers/20 hours shared

HS Social Studies - Global Studies 9/10 Revisions: Jesse Rosen/5 hours

HS Math/Tech - AP Computer Science Principles: R. Kyle Dunlop/30 hours

MS 6th grade Coding: Janelle Bellotti/15 hours

ES Technology- Technology Class Revisions: Anthony Butera/10 hours

Grade 1 Science Update Sandra Eybs/15 hours

Grade 3 Science Update Jacqueline Gandolfo and Doreen Marullo  
(30 hours shared)

Grade 5 Science Update Kari Costanzo/15 hours

K-12 Health Updates- Andrew Cosci/10 hours

### 14. Appointment – Part-time Guard

The Board approves the appointment of Edward J. Smith, as a Part-time Guard, effective on or about June 12, 2019, at a rate of \$23.00 an hour, subject to fingerprint clearance by NYSED.

### 15. Appointment – Part Time Guard

The Board approves the appointment of Brian McCabe, as a Part-time Guard, effective on or about June 12, 2019, at a rate of \$23.00 an hour, subject to fingerprint clearance by NYSED.

### 16. Appointment – Custodial/Grounds

The Board approves the following custodial/grounds appointments for the summer 2019, not to exceed 90 days of employment, subject to fingerprint clearance by NYSED:

Joseph Bardram - \$12.25/hour

Joseph Corona - \$12.25/hour

17. Special Education Extended School Year Program

The Board approves the following staff for the 2019 Special Education Extended School Year program from July 1, 2019 – August 9, 2019 (with the exception of July 4, 2019), Monday - Friday, 9:00 a.m. - 12:00 p.m.

Substitute Teachers

Sheila Albinson

Substitute Teaching Assistant

Sheila Albinson

18. Summer 2019 CSE Committee

The Board approves the following staff, as needed, for the Summer 2019 Committee on Special Education from July 1, 2019 to August 31, 2019, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

Teachers

Michelle Smith

Jeanette Garofola

Kristine Riordan

Ann Marie Frega

Maureen Zajac

19. Substitutes

The Board approves the increase in compensation for the substitute employees as follows, effective July 1, 2019:

Clerk Typist	\$12.25 per hour
Custodial Worker I	\$12.25 per hour
Custodial Worker II	\$14.25 per hour
Summer Custodial Worker I	\$12.25 per hour
Summer Custodial Worker I	\$14.25 per hour (2 <sup>nd</sup> year or more, eff. 5 /10/17)
Teacher Aides	\$12.25 per hour
Teaching Assistants	\$13.80 per hour

20. Resignation – Assistant Principal Elementary/Middle School

The Board accepts the resignation of Claudia Smith, as Elementary School/Middle School Assistant Principal effective June 28, 2019.

21. Appointment – Summer Guard

The Board approves the following guards for the summer 2019, as needed, at their hourly rate of pay for the 2019-2020 school year:

Jeff Rubin

22. Appointment – Summer Aides

That the Board approves the appointment of the following as aides for the 2019 summer, to assist with copying and mailings for school opening, for a total of 8 days to be shared, at the rate of \$12.25 per hour:

Mary O’Sullivan  
Suzanne Uldal

23. Appointment – Student Interns I

The Board approves the appointment of the following as Student Interns I, at the rate of \$12.00 per hour, for the 2019-2020 school year:

Christopher Lautato  
Max Okst  
Ryan Parmegiani

24. Appointment – Coaches

The Board approves the appointments of the following coaches for the 2019-2020 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers’ Association, contingent upon possession of Temporary Coaching License, First Aid, and CPR certifications:

Nancy Gallagher	Varsity Field Hockey Head Coach
Deborah Edgar-Brown	Junior Varsity Field Hockey Head Coach
Deborah Edgar-Brown	Varsity Assistant Field Hockey Coach
Philip Giannusa	Middle School Cross Country Coach
Vincent Marchese	Middle School Boys Soccer Coach
Christopher Amari	JV Golf Head Coach
Theodore DiPasquale	Volunteer Varsity, JV & MS Wrestling Coach
MaryJane Fleckenstein	Independent Swim Chaperone

25. Appointment – Part Time Communications Aide

The Board approves the appointment of Thomas Serabian as a part time School Communications Aide for the 2019-2020 school year, at a salary of \$16.50 per hour, not to exceed 20 hours per week.

26. Appointment – Part Time Guard

The Board approves the appointment of the following as a part time Guard, for the 2019-2020 school year:

Jason Barone - \$23.00/hour  
Reinaldo Delvalle - \$24.25/hour  
Jeffrey Klug - \$23.50/hour  
Gary Lyons - \$23.00/hour  
George Rieu-Sicart - \$23.50/hour  
Robin Sacco - \$24.25/hour

**B. Finance**

1. 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	59, 61-64
School Lunch Fund	8
Federal Fund	25-28
Capital Fund	22
Trust & Agency	10-11
Payroll	25-27
Scholarship Fund	No Warrants
CD Investment	No Warrants

Trial Balance - July 2018 – April 30, 2019  
Revenue Budget Status - July 2018-June 2019  
Appropriation Status Report - July 2018-June 2019  
Budget Transfers - Month of April  
Approved Fundraisers

2. Scholarship Donation

The Board accepts the scholarship donation of \$2,000 from Suffolk Transportation Service, Inc.; \$1,000 to be awarded to a graduating Earl L. Vandermeulen High School student(s) aspiring to continue to higher education, and another \$1,000 scholarship for a graduating student athlete.

3. Scholarship Donation

The Board gratefully accepts the scholarship donation from Mrs. Colleen Eberle in the amount of \$100.00 to the John F. O'Neill Scholarship fund 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 of \$500 from the Suffolk Association of School Business Officials to be awarded to a graduating Earl L. Vandermeulen High School student(s).

5. Scholarship Donation

The Board gratefully accepts \$1,000 from the Suffolk County Chapter of the New York State School Facilities Association for the purpose of a scholarship fund.

6. Award of Bid – Music Supplies and Sheet Music

That the Board awards the 2019-2020 Music Supplies and Sheet Music Bid to the lowest responsible bidders meeting specifications as follows:

Advantage Music, LTD  
National Discount Music, Inc.

7. Award of Bid – Musical Instruments Rental

The Board awards the Musical Instruments Rental Bid to the lowest responsible bidder meeting specifications, namely, Advantage Music, in accordance with the bid specification for the 2019-2020 school year.

8. Transfer of Reserves for Compensated Absences

The Board approves the following resolution:

BE IT RESOLVED, the Board of Education approves the transfer of \$175,000 from the reserve for Compensated Absences to cover the appropriations needed to support year end staff retirement claims for accrued sick time, and further; the Board hereby increases the 2018-2019 budget in the amount of \$175,000 to support said expenses.

9. Establishing Retirement Contribution Sub-Fund

The Board approves the establishment of the Port Jefferson School District Retirement Contribution Reserve Sub-Fund and approves the following resolution:

WHEREAS, Section 6-r of the New York State General Municipal Law was amended to allow school districts that participate in the New York State Teachers' Retirement System to establish a sub-fund within its retirement contribution reserve fund to finance retirement contributions to the New York State Teachers' Retirement System and/or to offset all or a portion of the amount deducted from the moneys apportioned to the school district from the State for the support of common schools pursuant to Education Law §521; and

WHEREAS, the Port Jefferson School District participates in the New York State Teachers' Retirement System; and

WHEREAS, the Port Jefferson School District established a retirement contribution reserve fund on 6/11/19, entitled Port Jefferson School District Retirement Contribution Reserve Sub Fund.

NOW THEREFORE, BE IT RESOLVED that the Board of Education of the Port Jefferson School District hereby establishes a sub-fund, entitled Port Jefferson School District Retirement Contribution Reserve Fund, subject to the requirements of New York State General Municipal Law §6-r, effective immediately.

10. Award of Bid Extension – Printing

The Board awards a bid extension to Sav-On Printing and Tobay Printing for the printing of school district materials for the 2019-2020 school year.

11. 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, 2018:

<i>Reserves</i>	<i>Fiscal Year Ending 6/30/18</i>
Workers' Compensation	\$ 3,285,450
Unemployment	1,956,220
Compensated Absences	3,641,561
Employees' Retirement	3,584,114
Debt Service	696,086
Deferred Revenue	118,501
Capital Reserve	5,570,119
<b><i>Total Reserves</i></b>	<b>\$18,852,051</b>

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 2018-19 fund balance to any of the properly established reserves not exceed:

<i>Reserves</i>	<i>Transfers Not to Exceed</i>
Workers' Compensation	\$ 0.00
Unemployment	\$ 0.00
Compensated Absences	400,000
Employees' Retirement	\$ 0.00
Capital Reserve	1,500,000
Teachers Retirement	1,000,000
<b><i>Total Reserves</i></b>	<b>\$ 2,900,000</b>

#### 12. Donation – Armed Forces Tribute

The Board gratefully accepts the donations made to the Armed Forces Tribute totaling \$33,325.00 for the purchase of engraved bricks to be placed at the Court of Courage and Path of Honor surrounding the Armed Forces Tribute. The donations have come from multiple individuals as part of the fundraising efforts of the Armed Forces Tribute Committee.

#### 13. Award of Bid – Child Nutrition Lunch Program

The Board of Education awards the Child Nutrition Lunch Program bid to the lowest responding bidder, Whitsons Culinary Group, for the 2019-2020 school year.

### **C. Facilities & Operations**

#### 1. Reorganization Meeting & July Business Meeting

The Board designates July 9, 2019 as the date of the 2019 Reorganization Meeting and July Business meeting.

### **D. Education**

#### 1. Committees on Special Education

The Board approves the recommendations of the Committees on Special Education for meetings held April 29, 30 and May 2, 8, 9, 13, 2019.

#### 2. Driver Education Instructors

The Board approves the following services for the Driver Education program for the 2019-2020 school year:

Brian Chalmers - Driver Education Lecture Teacher

#### 3. Services – Individual Care Nurse

The Board approves the services of Lorene Mistretta an individual Care Nurse, effective on or about June 11, 2019, at the rate of \$42.00 an hour.

#### 4. Agreement – Keynote Speaker

The Board approves the agreement between John Perricone and the Port Jefferson Union Free School District as a keynote speaker for Superintendent's Conference Day on August 28th, 2019.