

December 9, 2008

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on December 9, 2008 at Edna Louise Spear Elementary School. Present at the 7:30 p.m. call to order by President Stacey Zink, were Board Members Joseph Camarda, Marybeth Collins, Lauren Hubbard, Robert Ramus and Elisa Scott, Superintendent of Schools, Max Riley, and District Clerk, Janice Baisley. Vice-President Robert Frey was absent.

Motion was made by Ms. Collins, seconded by Dr. Hubbard and carried 6-0 that the Board approve the minutes of the following meetings:

Regular Meeting held November 18, 2008

Special Meeting held November 8, 2008

Ms. Zink stated the purpose of the public comment portion of the meeting and opened public comment:

M. Doyle - need for changes at the elementary school to be communicated to the students. Discussion. Ms. Zink asked Dr. Riley to get back to the Board with how it will be addressed.

B. Miller - need for five year plan for facilities.

M. Takajian - concerned with students being pulled for enrichment services during art and music.

L. Alter - polled other districts regarding specials; need for teacher input on student pull outs; need for two administrators in the elementary building; a flyer distributed at the elementary school without administrative approval. Ms. Zink asked Dr. Riley to look into the matters.

Dr. Riley distributed an abbreviated elementary schedule. Discussion. Mr. Camarda asked for an executive session for a further understanding of the schedule. Ms. Zink indicated that a work session of the Board could be set up. Discussion. Dr. Hubbard suggested a back-to-school day for board members. Dr. Riley indicated that he would look into that idea.

J. Dehart - plans for declassification of special education students; Newsday article; communication between school and parent; staff training on specific needs of students. Dr. Riley addressed the RTI initiative and budgeting for staff development. Discussion. Mr. Camarda asked that the Board receive a line item budget.

G. Zamek - inquired as to number of hours in the teachers' work day. Discussion. Mr. Ramus asked if bargaining unit contracts could be put on the web site. Dr. Riley indicated that they could be under policy.

Reports were given as follows:

Superintendent of Schools included the following:

- Wellness Policy Draft
- District Communication
- Elementary School Schedule
- Strategic Plan Initiatives - Lynn Burke & Bob Hagan

A question, answer and comment period followed.

Mr. Ramus inquired about the status of implementing the Junior Great Books Program. Dr. Riley indicated that information is forthcoming.

Student Representative:

- high school activities and events
- presentation at the January Board meeting

Board President

- round table meeting on State budget
- board work session on communication
- board member availability for a work session

Discussion ensued regarding the following:

- specific board committees and their purpose
- an additional meeting/work session of the board each month
- paying recognition to individual staff members

Ms. Zink indicated that an extra meeting/work session will be scheduled each month.

Ms. Zink asked the board if all were in agreement to table board committees. All concurred. Ms. Zink asked board members to contact her over the next week with their interest on what committees they would like to serve on.

Motion was made by Ms. Collins, seconded by Ms. Scott and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve the following resolutions appearing on the December 9, 2008 consent agenda:

- A. Personnel - resolutions numbered 1 - 6
- B. Finance - resolutions numbered 1 - 5
- C. Facilities and Operations
- D. Education - resolutions numbered 1 - 5

Motion was made by Ms. Scott, seconded by Ms. Collins and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve the following policies presented for a second reading and adoption:

- |            |   |
|------------|---|
| 8505       | Meal Charging Policy                      |
| 6240       | Investments                               |
| 6215       | Senior Citizens' Exemption - Delete       |
| 6832-R *   | Cellular Telephone Regulation             |
| 6700-R *   | Purchasing Policy Regulation              |
| 6670-R *   | Petty Cash Accounts Regulation            |
| 6240-R *   | Investments Regulation                    |
| 6550-E.1 * | Conflict of Interest Disclosure Exhibit   |
| 6720-R *   | Competitive Bidding Procedures Regulation |
| 6690-E *   | Audit Committee Charter Template          |

\* - Delete from Board Policy and add to Administrative Regulations

Motion was made by Ms. Collins, seconded by Dr. Hubbard and carried 6-0 that as recommended by the Superintendent of Schools, the Board accepts the following policies for a first reading:

2450	Dissemination of Policy
8000	Support Services Goals
8115	Pesticides and Pest Management
8121	First Aid
8122	Accident Reports
8124	Automatic External Defibrillator Program

Motion was made by Ms. Collins, seconded by Dr. Hubbard and carried 6-0 that the Board table the assignment of Board Members to the following Board Member Committees for the 2008-2009 school year: - Curriculum  
- Finance & Facilities  
- Technology

Ms. Zink asked that board members who attend conferences, make a report to the Board at the next Board meeting.

Ms. Zink announced the second open forum.

A. Witrock - parent/teacher input on pull-outs

D. Masoni - initiatives coming forward

D. Scott - art/music into the classroom; the handwriting program; location of staff appreciation luncheon

R. Tucker - pull-outs from the arts

M. Doyle - committee alignment to board goals

L. Alter - elementary pull-outs

OTHER NEW BUSINESS:

Mr. Camarda inquired about the following:

- status of elementary principal position
- Board consideration of closed campus

At 10:45 p.m., motion was made by Ms. Collins, seconded by Mr. Ramus and carried 6-0 to adjourn.

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**A. Personnel**

1. Appointment - Substitute

The Board approves the following substitute for the 2008-2009 school year:

Paula Lewis	Aide/Assistant
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2. Regents Review Services

The Board approves the services of the following in connection with Regents review, three 75 minute sessions prior to the January 2009 Regents exams:

Global History	Tara Sladek-Maharg
U.S. History	Donna Levine and David Warmuth
Math B	Sarah Ogden
English	Matthew Sefick

3. Increase in FTE - Music Teacher

The Board approves an increase in FTE for Francesca Jourwaleff from .6 FTE to .7 FTE effective December 10, 2008 for the remainder of the 2008-2009 school year.

4. Additional Assignment

The Board approves the following additional teaching assignments for Michele Krivosta for the 2008-2009 school year:

three additional instructional periods in a six day cycle  
[AP Chemistry and (3) Physics classes with labs]

5. Coaches

The Board approves the following coaching appointments for the 2008-2009 school year:

Middle School	
Intramurals	Virginia Hampel
	Jesse Rosen
Intramurals Substitute	Tom Howard
	John Poulianos
	Beth Lagadinos
	Mark Alwang

6. Request for Extension of Leave - Special Education Teacher

The Board grants the request of Traci Donnelly for an extension of her leave of absence from February 2, 2009 for the remainder of the 2008-2009 school year.

**B. Finance**

1. Approval of Grants

The Board approves the following grants, as revised, for the 2008-2009 school year:

Section 611	\$266,280
Section 619	\$ 11,097

2. 403(b) Retirement Plan

The Board approves the 403(b) retirement plan adoption agreement and 403(b) retirement plan document effective as of January 1, 2009.

3. Records Retention Grant

The Board approves grant writing services for the New York State Archives Grant through Eastern Suffolk BOCES.

4. Change Order

The Board approves the credit change order with Xtraire, Inc. in the amount of \$5,000.00.

5. Acceptance of Donation

The Board gratefully accepts the donation of \$300.00 from the Class of 1947 Reunion to be used by the district social worker in assisting needy families during the holiday season.

**C. Facilities and Operations**

**D. Education**

1. Cross Contract

The Board approves the cross contract between Hauppauge UFSD and Port Jefferson UFSD for a specific student for the 2008-2009 school year.

2. Elementary Yearbook Advisor Job Description

The Board approves the job description for Elementary Yearbook Advisor.

3. Special Education Providers

The Board approves the agreements between Port Jefferson UFSD and the following approved special education providers; and further, authorizes the Board President to execute said agreements:

Alternatives for Children  
Anderson Center for Autism  
Building Blocks  
Developmental Disabilities  
Just Kids  
Kidz Therapy  
Metro Therapy  
New York Therapy Placement Services  
NYSARC, Inc.

4. Driver Education

The Board approves the services of Carlo Busso in connection with the classroom instruction portion of the Spring 2009 Driver Education Program.

5. Staff Development

The Board approves the visit to Princeton School District, New Jersey, to observe the Total Literacy Program, at a total cost not to exceed \$2,700.