

November 8, 2011

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on November 8, 2011 at Edna Louise Spear Elementary School. Present at the 6:04 p.m. call to order by President Mark Doyle were Vice-President Kathleen Brennan, Board Members Dennis Kahn, Robert Ramus, and Isak Prohovnik, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Pupil Personnel Services Donna Guiffre, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Member Lauren Hubbard arrived at 6:10 p.m.

Motion was made by Mr. Ramus, seconded by Mrs. Brennan and carried 5-0 that the Board enter executive session to discuss matters relating to appointments, negotiations, and discipline issues.

At 7:35 p.m. the Board reentered general session.

Dr. Doyle announced that Dr. Frey resigned as a Board trustee effective November 4, 2011 and acknowledged Dr. Frey's service to the district.

Motion was made by Mr. Ramus, seconded by Dr. Kahn and carried 6-0 that the Board approve the minutes of the following meetings:

Regular Meeting held October 11, 2011

Work Session held October 25, 2011

The Superintendent's Report included the following recognition:

- Staff and students participating in Miracle League of Long Island
- Board of Education Members - NYSSBA School Board Recognition Week

Dr. Doyle opened the public comment portion of the meeting.

F. Feinstein – community service

A. Lustig – administrator for curriculum

B. Miller – Grassroots Committee to Repower Port Jefferson

M. Dowling - Grassroots Committee to Repower Port Jefferson

REPORTS

The student representative, Nicole Capobianco, reported on activities and expressed the concern of students pertaining to the blog.

The report from the Superintendent of Schools included the following:

- Budget Update – Mr. Leister
- Website Preview – Mr. Conte, Syntax

A question/answer period followed each presentation.

The report from the Board President included the following:

- PTA meeting

Committee reports were given as follows:

Facilities – Dr. Hubbard distributed the following:

- proposed public use of facilities fee schedule
- fitness center/pool analysis

Curriculum- Mrs. Brennan

Finance and BAC – Mr. Ramus

Mr. Ramus reported on the PTSA meeting.

BOARD CONSENT AGENDA

Motion was made by Dr. Hubbard, seconded by Mrs. Brennan and carried 6-0 that the Board approve Personnel resolutions numbered A.1-10 appearing on the November 8, 2011 consent agenda.

Motion was made by Mr. Ramus, seconded by Mrs. Brennan and carried 6-0 that the Board approve Finance resolutions numbered B.1-2 appearing on the November 8, 2011 consent agenda.

Motion was made by Dr. Hubbard, seconded by Mrs. Brennan and carried 6-0 that the Board approve Facilities and Operations resolution numbered C.1 appearing on the November 8, 2011 consent agenda.

Motion was made by Mr. Ramus, seconded by Mrs. Brennan that the Board approve Education resolutions numbered D.1-9 appearing on the November 8, 2011 consent agenda. Mr. Ramus asked that D.9 be voted on separately. Dr. Kahn asked that D.8 be voted on separately. Original motion was amended to approve Education resolutions D. 1-7. Amended motion carried 6-0.

D.9 - Mr. Ramus indicated his need to recuse himself from voting on D.9, 8th grade trip to Washington, in that his son is an 8th grader. Dr. Hubbard recused herself as well. Motion to approve D.9 failed 3-1-2 (Dr. Kahn opposed, Mr. Ramus and Dr. Hubbard abstained).

D.8 - Dr. Kahn expressed his concern on approving a trip to Italy with the safety situation in Europe. Discussion ensued. Motion to approve D.8. failed 3-3 (Dr. Kahn, Mrs. Brennan, Dr. Prohovnik opposed).

OLD BUSINESS

Board Policy 9120.1, Nepotism and Patronage, tabled from 10/11/11, was presented for a first reading. Discussion. Motion was made by Dr. Prohovnik, seconded by Mr. Ramus and carried 6-0 to accept as a first reading.

Role of Board Committees was discussed. Dr. Doyle reported that he and Dr. Kahn met to discuss the role of the LIPA Committee and reviewed their suggestions. Motion was made by Dr. Kahn, seconded by Mr. Ramus and carried 6-0 to dissolve the LIPA ad hoc committee. Motion was made by Mr. Ramus, seconded by Mrs. Brennan and carried 6-0 to approve Dr. Kahn as the representative on the LIPA Village Task Force who will report back to the Board.

Mr. Ramus distributed revised charges for the Finance and Budget Advisory Committees. Motion was made by Mr. Ramus, seconded by Dr. Kahn that the Board approve the amendments to the Finance and

Budget Advisory Committees (attached). Discussion ensued. Motion carried 5-0-1 (Dr. Prohovnik abstained).

Dr. Bossert brought forth a recommendation for coaching appointments that were excluded from the agenda. Motion was made by Dr. Doyle, seconded by Mr. Ramus that the Board add to the agenda and approve the following coaching appointments for the 2011-2012 school year:

Allyson Wolff- JV Girls Basketball	Motion carried 6-0
Charles Ruoff/Jesse Rosen – MS Boys Basketball	Motion carried 6-0
Virginia Hampel/Dinarae Squatriglia-MS Girls Volleyball	Motion carried 6-0
Kristyn Johnson/Melissa Corey- MS Cheerleading	Motion carried 6-0

NEW BUSINESS

Bank Account for Collateralization Purposes – Mr. Leister explained a bank account for collateralization purposes and apprised the Board that a resolution for approval would appear on the December agenda.

Board Vacancy – Options regarding the vacant board seat were reviewed and discussed.

Motion was made by Mrs. Brennan, seconded by Dr. Kahn, that the Board appoint the next highest vote getter from the May 2011 election. Motion failed 2-3-1 (Dr. Doyle, Mr. Ramus, Dr. Hubbard opposed, Dr. Prohovnik abstained).

Motion was made by Mr. Ramus, seconded by Dr. Hubbard, and carried 4-1-1 (Mrs. Brennan opposed, Dr. Kahn abstained) that the Board fill the vacant Board seat by advertising through website, media, and school messenger that residents interested in filling the vacant Board seat should send a letter of interest including a brief candidate statement to the District Clerk by 5 p.m., November 21, 2011, the Board will review and discuss on November 22, 2011, conduct interviews with candidates with the goal of an appointment date December 13, 2011.

The Superintendent and District Clerk will work with Syntax to communicate the process.

Dr. Doyle opened public comment.

A.Lustig – commented on the evening’s meeting

At 10:40 p.m, motion was made by Dr. Kahn, seconded by Mr. Ramus and carried 6-0 to reconvene executive session. The District Clerk left the meeting and Dr. Doyle acted as Clerk pro tem.

At 12:25 a.m., November 9, 2011, the Board reentered general session.

Motion was made by Dr. Kahn, seconded by Mrs. Brennan to reconsider resolution numbered D.9., Out-of-State Trip. Motion carried 6-0.

Motion was made by Dr. Prohovnik, seconded by Dr. Kahn and carried 5-0-1 (Mr. Ramus abstained) to approve resolution numbered D.9., Out-of-State Trip; the Board remains concerned with issues of safety, liability and planning and will be looking at future field trips.

At 12:37 p.m., motion was made by Dr. Prohovnik, seconded by Mrs. Brennan and carried 6-0 to adjourn.

CONSENT AGENDA

11/8/11

A. Personnel

1. Substitutes

The Board approves the following substitutes for the 2011-2012 school year:

Teacher

Brittany Tortorella
Shannon Flatley
Jill Lewis
Paige Lohmann
Kevin Matura

Teaching Assistant

Brittany Tortorella

Teaching Assistant – (not to exceed 40 days)

Joseph Barclay
Tory Malvetti

Teacher Aide

Joseph Barclay
Tory Malvetti
Brittany Tortorella

1. Mentors

The Board approves the following teacher mentors for the 2011-2012 school year in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

Mark Abbonizio (for Jessica Pastor)
Melissa Martin (for Christian Neubert)
James Mimnaugh (for Dinarae Squitraglia)

2. Coach

The Board approves the appointment of Ian McEwen as Assistant Varsity/JV Wrestling Coach for the 2011-2012 school year, pending SED certification.

3. Request for Leave – Mathematics Teacher

The Board approves the request of Jamie Veraldi, teacher of Mathematics, for a leave of absence effective February 13, 2012 through the remainder of the

2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

4. Leave Replacement Appointment

The Board approves the appointment of Shannon Flatley as a teacher of Mathematics, on a leave replacement basis (for Jamie Veraldi), effective February 7, 2012 through the remainder of the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

5. Extra Class Assignment

The Board approves an extra class assignment for Jeanette Garafola to teach Resource Room, 1 class a day per 6 day cycle, effective November 9, 2011 for the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

6. Extension of Employment Agreement

The Board extend the terms of the employment agreement with Thomas Meehan, Jr., Interim Elementary School Principal, through June 30, 2012.

7. Athletic Trainer

The Board approves the appointment of Jason Long as Athletic Trainer effective November 9, 2011, at the rate of \$40.00 per hour.

8. Human Resources Agreement

That the Board approves the appointment of Edward F. Sallie, as part-time Human Resources Administrator, effective November 15, 2011 – June 30, 2012, in accordance with the terms and conditions of an Agreement dated November 8, 2011.

9. FTE Reduction

The Board hereby resolves that due to the budgetary constraints, the following positions shall be eliminated effective June 30, 2011:

<u>Position</u>	<u>Total FTE Reduction</u>	<u>Employee Name</u>
Teaching Assistant	1.0	Andrea Erland
Teaching Assistant	1.0	Taylor Gang

B. Finance

1. Financial Reports

The Board accepts the financial reports.

2. Appointment - Student Residency Investigator

The Board approves the appointment of Covert Investigations & Security, Inc. as the District's student residency investigator for the 2011-2012 school year, with the option to renew on a yearly basis, in accordance with the Proposal for Professional Services dated October 24, 2011.

C. Facilities and Operation

1. Surplus Property

The Board declares the following as surplus property and authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district:

- (1) Cool Classic Plus 26 Air Conditioner #20100032
- (1) Traulsen 3 Section Refrigerator #20100328
- (1) Windsor Compact 20 Floor Scrubber #005897
- (1) Storage Container (Elementary School Custodial Entrance)

D. Education

1. CSE Recommendations

The Board accepts the recommendations of the Committees on Special Education.

2. Instructional Service Agreement

The Board approves the Instructional Service Agreement between the district and Islip Tutoring Services, Inc. for the provision of home instruction services for the 2011-2012 school year.

3. Instructional Service Agreement

The Board approves the Instructional Service Agreement between the district and Top Grade for the provision of home instruction services for the 2011-2012 school year.

4. Instructional Service Agreement

Board of Education approves the Service Agreement between the district and East End Disabilities for the provision of special education services for the 2011-2012 school year.

5. Universal Pre-K Provider

The Board of Education approves the contract between the district and The Community Programs Center of Long Island for the provision of Universal Pre-K for the 2011-2012 school year.

6. Course Offering

The Board approves the addition of College Algebra with Trigonometry as a course offering to be included in the high school course catalogue.

7. Course Removal

That the Board approve the removal of Computer Applications as a high school graduation course requirement.

8. Trip Abroad

The Board approves the proposed trip to Italy, April 9-16, 2012, for students in grades 10, 11 and 12 currently enrolled in Italian classes.

9. Out-of-State Trip

The Board approves the out-of-state trip to Washington, D.C., May 2-4, 2012, for 8th grade students.

Finance Committee

Before:

The Finance Committee will work with the Assistant Superintendent for Business Services to oversee and monitor the process of planning, developing, and communicating the annual district budget to be referred to voters. The Committee will review monthly reports from the administration on expenditures and otherwise monitor the implementation of the budget as appropriate. The Committee will meet as necessary during the school year to address any financial exigencies that may occur. The Committee will convene a Citizens Advisory Committee in accordance with Board policy to provide advice regarding the budget. In addition, the Finance Committee will work to develop a long-range financial plan for the District. The Committee will provide updates at each monthly Board meeting and will present a yearend summary at the June 2012 Board meeting with recommendation for the next Board.

After:

The Finance Committee will work with the Assistant Superintendent for Business and meet as necessary to perform the following tasks:

- Oversee and monitor the process of planning, developing, and communicating the annual district budget to be referred to voters.
- Address any financial exigencies that may require Board action and ensure proper communication and reporting to the Board.
- Convene a Citizens Advisory Committee in accordance with Board policy to provide feedback to the Board and administration regarding various budget proposals.
- Oversee the development of a long-range financial plan for the District.

The Committee will provide updates at each monthly Board meeting and will present a yearend summary at the June 2012 Board meeting with recommendations for the next Board.

Budget Advisory Committee

Before:

The Port Jefferson School District Board of Education welcomes the involvement of members of the Budget Advisory Committee, who are charged with reviewing the proposed 2012-2013 school budget. The BAC will meet on a regular basis in order to review financial information and data as presented by the district's administration and its school board members. It is expected that the BAC will interact and develop a dialogue with these agents of the district in order to construct recommendations as input to the budget process. Per district policy, recommendations will be presented to the Board at which time they become the responsibility and prerogative of the Board. BAC members are reminded that all recommendations should not only demonstrate a consensus of the committee but also be representative of the larger community.

After:

The Port Jefferson School District Board of Education welcomes the involvement of the community to serve on a Budget Advisory Committee (BAC). The BAC will meet with the Finance Committee to review budget propositions for the 2012-2013 school year and make recommendations that the administration may use to amend the final draft budget. Per district policy, all BAC recommendations and corresponding budget propositions will be communicated to the Board and the Superintendent of Schools. The Board may accept, reject, or return committee recommendations for further study. It is then the responsibility and prerogative of the Board to decide which draft budget version will be presented for public vote. Upon final authorization of the budget by public vote, or Board action as permitted by law, the work of this committee will be considered complete and the committee will be discharged of any further duties.

November 15, 2011

A special meeting of the Board of Education of Port Jefferson Union Free School District was held on November 15, 2011 at Edna Louise Spear Elementary School. Present at the 7:48 p.m. call to order by President Mark Doyle were Vice-President Kathleen Brennan, Board Members Lauren Hubbard, Dennis Kahn, Isak Prohovnik, and Robert Ramus, Superintendent of Schools Kenneth Bossert, and District Clerk Janice Baisley.

Dr. Doyle explained that Dr. Kahn requested the special meeting.

Motion was made Dr. Kahn, seconded by Mr. Ramus that the Board enter executive session to discuss LIPA and personnel issues. Dr. Kahn indicated that the personnel issue was candidates to fill the seat vacated by Dr. Frey. Discussion ensued. Motion carried 5-1 (Dr. Hubbard opposed).

The Board entered executive session at 7:55 and reentered general session at 8:14 p.m.

Motion was made by Mrs. Brennan, seconded by Mr. Ramus and carried 6-0 that the Board discuss the Board vacancy. Dr. Kahn initiated discussion by stating that after further thought, his position is that it would be in the best interest of the community and the Board of Education to select the person who had the next highest number of votes rather than have the Board interview individuals. Discussion.

Motion was made by Mr. Ramus, seconded by Mr. Prohovnik that the Board approve the following resolution:

WHEREAS, at its meeting held November 8, 2011, the Board of Education resolved to advertise, receive letters of interest, and interview to fill the seat vacated by Board Trustee Robert Frey;

AND WHEREAS, the candidate who received the next highest number of votes at the May 17, 2011 election, submitted a letter of interest to fill the seat vacated by Board Trustee Robert Frey;

AND WHEREAS, upon further deliberation the Board has decided to truncate the process approved at their November 8, 2011 meeting and appoint the individual who received the next highest number of votes at the May 17, 2011 election.

THEREFORE, BE IT RESOLVED, the Board hereby appoints James Laffey to fill the Board of Education seat vacated by Robert Frey, effective November 22, 2011 through May 15, 2012.

Discussion ensued. Dr. Hubbard requested that this be acted on as two separate resolutions; one being the process, the other being the candidate.

Mr. Ramus withdrew his motion and made a motion that the Board approve the following resolution:

WHEREAS, at its meeting held November 8, 2011, the Board of Education resolved to advertise, receive letters of interest, and interview to fill the seat vacated by Board Trustee Robert Frey;

AND WHEREAS, the candidate who received the next highest number of votes at the May 17, 2011 election, submitted a letter of interest to fill the seat vacated by Board Trustee Robert Frey;

NOW THEREFORE, upon further deliberation the Board has decided to truncate the process approved at their November 8, 2011 meeting and appoint the individual who received the next highest number of votes at the May 17, 2011 election.

Motion was seconded by Mr. Prohovnik, and carried 4-2 (Dr. Hubbard and Dr. Doyle opposed).

Motion was made by Mr. Ramus, seconded by Dr. Prohovnik, and carried 6-0 that the Board appoint James Laffey to fill the Board of Education seat vacated by Robert Frey, effective November 22, 2011 through May 15, 2012.

Discussion ensued regarding notification to the community.

At 9:00 p.m., motion as made by Mr. Ramus, seconded by Dr. Prohovnik and carried 6-0 that the Board enter execution to discuss potential litigation against a former staff member.

The District Clerk left the meeting and Dr. Doyle acted as Clerk pro tem.

At 10:33 p.m., the Board reentered general session. Motion was made by Mr. Ramus, seconded by Dr. Prohovnik, and carried 6-0 to adjourn.

November 22, 2011

The work session meeting of the Board of Education of Port Jefferson Union Free School District was held on October 25, 2011 at Edna Louise Spear Elementary School. Present at the 7:12 p.m. call to order by President Mark Doyle were Vice-President Kathleen Brennan, Board Members Lauren Hubbard, Dennis Kahn, and Isak Prohovnik, Board Member Appointee James Laffey, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Pupil Personnel Services Donna Guiffre, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Member Robert Ramus arrived at 7:16 p.m.

The District Clerk administered the Oath of Office to Mr. Laffey.

Director of ELA and Social Studies, Maureen Hull, and Social Studies teacher, Brian Snow, gave a presentation on Curriculum Initiatives. A question and answer period followed.

At 8:14 p.m., motion was made by Dr. Kahn, seconded by Dr. Prohovnik and carried 7-0 that the Board enter executive session to discuss potential LIPA litigation lawsuit, a former staff member, and an individual student. The District Clerk left the meeting and Dr. Doyle acted as Clerk pro tem.

At 10:50 p.m., the Board reentered general session. Motion was made by Dr. Prohovnik, seconded by Dr. Hubbard, and carried 7-0 to adjourn.
