

March 5, 2013

A special meeting of the Port Jefferson School District Board of Education was held on March 5, 2013 at the District Office. Present at the 6:02 p.m. call to order by President Kathleen Brennan were Vice-President Robert Ramus, Board Members Ellen Boehm, Mark Doyle, Dennis Kahn, James Laffey, and Vincent Ruggiero, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley.

Dr. Bossert explained the resolution being brought forward regarding the High School Science Olympiad Team attending the New York State competition. Discussion ensued. Motion was made by Mr. Ramus, seconded by Mr. Laffey and carried 7-0 that the Board approve the High School Science Olympiad Team attending the New York State competition at Central Valley, New York, March 8 and 9, 2013.

At 6:09 p.m., motion was made by Mr. Ramus, seconded by Dr. Doyle and carried 7-0 that the Board enter executive session to discuss personnel matters. Attending was the candidate for the position of Executive Director for Pupil Personnel Services. The District Clerk left the meeting and Mrs. Brennan acted as Clerk pro tem.

At 8:35 p.m., the Board reentered general session. Motion was made by Mr. Laffey, seconded by Dr. Kahn and carried 7-0 to adjourn.

March 12, 2013

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on March 12, 2013 at Edna Louise Spear Elementary School. Present at the 6:00 p.m. call to order by President Kathleen Brennan, were Board Members Ellen Boehm, Mark Doyle, Dennis Kahn, James Laffey, and Vincent Ruggiero, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Vice-President Robert Ramus arrived at 7:00 p.m.

Motion was made by Mr. Laffey, seconded by Dr. Kahn and carried 6-0 that the Board enter executive session to discuss matters relating to personnel and negotiations. Also in attendance was school district attorney Edward McCarthy.

At 7:30 p.m. the Board reentered general session.

RECOGNITION

- Elementary School students were recognized for their achievements.
- Student athletes were recognized.
- Donation from Prudential Insurance

MINUTES

Motion was made by Mr. Ruggiero, seconded by Mr. Laffey and carried 7-0 that the Board approve the minutes of the following meeting:

Regular Meeting held February 12, 2013

PUBLIC COMMENT

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

Gregory Klesaris and Gabe Davis – open/closed campus, distributed to the Board student proposals for upgraded open campus policy

Arnold Lustig – open/closed campus

REPORTS

The student representative, Gregory Klesaris, reported on school activities.

The report from the Superintendent included the following presentations:

- DASA by Mr. Santana
- 2013-14 Budget Update by Mr. Leister

The report from the Board President included:

- Board continues to keep lines of communication open regarding LIPA
- High School musical production

Committee reports were given by:
Dr. Doyle – Finance / BAC
Mr. Ruggiero – Curriculum

CONSENT AGENDA

Personnel resolution number 6 was pulled from the agenda. Motion was made by Dr. Doyle, seconded by Mr. Laffey that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-5 and 7-15 on the March 12, 2013 consent agenda. Motion carried 7-0. Mrs. Brennan acknowledged the retirement of Laurie McMillen and the resignation of Peter Esposito and thanked them for their service to the district; and, acknowledged the Memorandum of Agreement with the Port Jefferson Administrators Association.

Motion was made by Mrs. Boehm, seconded by Mr. Laffey, and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-5 on the March 12, 2013 consent agenda.

Motion was made by Mrs. Boehm, seconded by Mr. Ramus, and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Facilities and Operations resolutions numbered 1-2 on the March 12, 2013 consent agenda.

Motion was made by Dr. Doyle, seconded by Mr. Ramus, and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Education resolution numbered 1 on the March 12, 2013 consent agenda.

NEW BUSINESS

Board Policy 5110 Closed Campus was presented for a first reading. Discussion ensued regarding rationale for the policy and effective date of implementation. Motion was made by Dr. Doyle, seconded by Mr. Laffey that the policy go into effect July 1, 2013 as opposed to immediately. Discussion. Motion carried 5-2 (Mrs. Brennan opposed having cited support of immediate implementation, Mrs. Boehm opposed having cited support of open campus). Motion was made by Dr. Doyle, seconded by Mr. Laffey and carried 7-0 that Board Policy 5110 Closed Campus be accepted for a first reading as amended with an effective date of July 1, 2013.

Motion was made by Mr. Ramus, seconded by Mrs. Boehm and carried 7-0 that revisions to Board Policy 5300.30 Prohibited Student Conduct, presented for a first reading, be accepted.

PUBLIC COMMENT

A. Lustig – closed campus, blog, drive-it-right program

G. Davis – safety of campus / safety of driving

ADJOURNMENT

At 9:48 p.m., motion was made by Mr. Ramus, seconded by Mr. Laffey and carried 7-0 that the Board enter executive session to discuss matters of personnel. The District Clerk left the meeting and Mrs. Brennan acted as Clerk pro tem.

The Superintendent and Assistant Superintendent for Business left the meeting at 10:55 p.m.

At 11:17 p.m., the Board reentered general session. Motion was made by Dr. Doyle, seconded by Mr. Laffey and carried 7-0 to adjourn.

CONSENT AGENDA

3/12/13

A. Personnel

1. Request for Leave

The Board grants the request of Lauren Trelewicz, teacher of Social Studies, for a leave of absence from on or about April 2, 2013 to on or about June 10, 2013, in accordance with Board Policy 9520.2 Family and Medical Leave and Article IX.B.9 of the negotiated agreement with the Port Jefferson Teachers Association.

2. Request for Leave

The Board grants the request of Kimberly Berg, teacher of Elementary Education, for a leave of absence from on or about April 8, 2013 to on or about June 24, 2013, in accordance with Board Policy 9520.2 Family and Medical Leave and Article IX.B.9 of the negotiated agreement with the Port Jefferson Teachers Association.

3. Appointment - Substitute

The Board approves the following substitute appointment for the 2012-2013 school year:

Michelle Venuti Teacher

4. Leave Replacement Appointment

The Board appoints Michelle Venuti as a teacher of Social Studies, on a leave replacement basis, on or about May 14, 2013 to on or about June 24, 2013, at Level BA, Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

5. Appointment – Guard

The Board appoints Amy Goldstein, as Guard, on a probationary basis, effective March 14, 2013, at a base salary of \$19,285.00 prorated for the period March 14, 2013 – June 30, 2013, in accordance with the negotiated agreement with the Port Jefferson Custodial Workers Unit, contingent upon fingerprint clearance from the State Education Department.

~~6. Appointment – Guard~~

~~The Board approves the appointment of James Johnson, Jr., as Guard, on a probationary basis effective April 8, 2013, at an annual salary of \$19,285, prorated for the period April 8, 2013 to June 30, 2013, in accordance with the negotiated agreement with the Port Jefferson Custodial Workers Unit, contingent upon fingerprint clearance by the New York State Education Department and Security Guard license by the New York State Department of State Division of Licensing Services.~~

7. Change in FTE

The Board approves the change in FTE for Alycia Petitto, teacher of Physical Education, from .4 FTE to .5 FTE, effective March 1, 2013 for the remainder of the 2012-2013 school year, at Level MA15 Step 2, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

8. Memorandum of Agreement – PJTA

The Board approves a certain Memorandum of Agreement dated March 12, 2013 between the Port Jefferson Union Free School District and the Port Jefferson Teachers Association relating to NYSHIP healthcare declination.

9. Memorandum of Agreement – PJTA

The Board approves a certain Memorandum of Agreement dated March 12, 2013 between the Port Jefferson Union Free School District and the Port Jefferson Teachers Association relating to the Dean of Students job description.

10. Retirement

The Board accepts the resignation of Laurie McMillen, as a teacher of Science, for the purpose of retirement, effective June 30, 2013.

11. Abolishment of Position – Assistant Superintendent for PPS

The Board hereby abolishes the position of Assistant Superintendent for Pupil Personnel Services, effective June 30, 2013.

12. Creation of Position – Executive Director for Pupil Personnel Services

The Board hereby creates the position of Executive Director for Pupil Personnel Services, effective June 1, 2013.

13. Appointment - Executive Director for Pupil Personnel Services

The Board appoints Lisa Sheffer, Ed.D., as Executive Director for Pupil Personnel Services, on a probationary basis effective June 1, 2013, in accordance with an Employment Agreement dated March 12, 2013 outlining the terms and conditions of employment; and further, the Board authorizes the Board President to sign said agreement.

14. Resignation – Assistant Principal/Director of Technology

The Board accepts the letter of resignation from Peter Esposito, as K-12 Assistant Principal/Director of Technology, effective May 3, 2013.

15. Request for Unpaid Leave – English Teacher

The Board approves the request of Carla Greco, teacher of English, for an unpaid leave of absence for the period September 1, 2013 - June 30, 2014, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

B. Finance

1. Financial Reports

The Board accepts the financial reports.

2. Health Services Contracts

The Board approves the contracts for health services for the 2012-2013 school year from the following school districts:

Patchogue-Medford UFSD
West Islip School District

3. Special Services Contracts

The Board approves the special education services contracts with the following districts for children attending Our Lady of Wisdom School for the 2012-2013 school year:

Comsewogue UFSD
Longwood CSD
Middle Country CSD
Miller Place UFSD
Patchogue-Medford UFSD

4. Cooperative Purchasing Program

The Board authorizes Port Jefferson UFSD to participate in the cooperative purchasing program with Education Data Systems for the 2013-2014 school year.

5. Extension of Transportation Contracts

The Board approves the extension of transportation contracts with Suffolk Transportation Service, Inc., for the 2013-2014 school year, with a price increase based on the consumer price index (CPI) issued by the New York State Education Department.

B. Facilities and Operation

1. Surplus Property

The Board declares the 1992 Chevrolet pick-up truck as surplus property; and authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district.

2. Use of Herbicide

The Board authorizes the emergency use of the herbicide Roundup for the purpose of weed removal at the High School track site, to be applied prior to June 1, 2013.

D. Education

1. CSE Recommendations

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

CLOSED CAMPUS

Effective July 1, 2013, the district will operate under a closed campus system with respect to students leaving school property. Specifically, no student will be allowed to leave school grounds unless he/she has a valid and specific permission slip for that day, which is consistent with the school rules governing authorized school absences.

Cross-ref: 5100, Attendance
5162, Student Dismissal Precautions
Ref: Thomas v. Ange, 83 AD2d 193 (1981)

Presented for
1st reading - 3/12/13

PROHIBITED STUDENT CONDUCT

The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on educating students so that they may grow in self-discipline.

The Board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the consequences for their conduct.

Students may be subject to disciplinary action, up to and including suspension from school, when they:

- A. Engage in conduct that is disorderly. Examples of disorderly conduct include, but are not limited to:
 - 1. Running in hallways.
 - 2. Making unreasonable noise.
 - 3. Using language or gestures that are profane, lewd, vulgar or abusive.
 - 4. Obstructing vehicular or pedestrian traffic.
 - 5. Engaging in any willful act which disrupts the normal operation of the school community.
 - 6. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
 - 7. Computer/electronic communications misuse, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the district's acceptable use policy.

- B. Engage in conduct that is insubordinate. Examples of insubordinate conduct include, but are not limited to:
 - 1. Failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating disrespect.
 - 2. Lateness for, missing or leaving school without permission.
 - 3. Skipping detention.

- C. Engage in conduct that is disruptive. Examples of disruptive conduct include, but are not limited to:

1. Failing to comply with the reasonable directions of teachers, school administrators or other school personnel in charge of students.
 2. Inappropriate public sexual contact.
 3. Display or use of personal electronic devices, such as, but not limited to, cell phones, I-pods, digital cameras, in a manner that is in violation of district policy.
- D. Engage in conduct that is violent. Examples of violent conduct include, but are not limited to:
1. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator or other school employee or attempting to do so.
 2. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon another student or any other person lawfully on school property or attempting to do so.
 3. Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.
 4. Displaying what appears to be a weapon.
 5. Threatening to use any weapon.
 6. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
 7. Intentionally damaging or destroying school district property.
- E. Engage in any conduct that endangers the safety, physical or mental health or welfare of others. Examples of such conduct include, but are not limited to:
1. Subjecting other students, school personnel or any other person lawfully on school property or attending a school function to danger by recklessly engaging in conduct which creates a substantial risk of physical injury.
 2. Stealing or attempting to steal the property of other students, school personnel or any other person lawfully on school property or attending a school function.
 3. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
 4. Discrimination, which includes using race, color, creed, national origin, ethnic group, religion, religious practice, sex, gender (identity and expression), sexual orientation, weight or disability to deny rights, equitable treatment or access to facilities available to others.
 5. Harassment, which includes a sufficiently severe action or persistent pervasive pattern of actions or statements directed at an identifiable individual or group which are intended to be, or which a reasonable person would perceive as ridiculing or demeaning. Harassment (or Bullying) is the creation of a hostile environment **by conduct or threats, intimidation or abuse.** (See policy, 0115, Student Harassment and Bullying Prevention and Intervention for a more complete definition.)
 6. Intimidation, which includes engaging in actions or statements that put an

individual in fear of bodily harm.

7. Bullying, which may be a hostile activity which harms or induces fear through the threat of further aggression and/or creates terror. (See policy 0115 for a more complete definition.)
 8. Hazing, which includes an induction, initiation or membership process involving harassment (see policy 0115 for a more complete definition).
 9. Selling, using, distributing or possessing obscene material.
 10. Using vulgar or abusive language, cursing or swearing.
 11. Smoking a cigarette, cigar, pipe or using chewing or smokeless tobacco.
 12. Possessing, consuming, selling, **offering, manufacturing,** distributing or exchanging alcoholic beverages or illegal substances, or being under the influence of either. "Illegal substances" include, but are not limited to, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, and any **synthetic version thereof, whether specifically illegal or not,** commonly referred to as "designer drugs" **which are substances designed and synthesized to mimic the intended effects and usages of, which are chemically substantially similar to, illegal drugs, which may or may not be labeled for human consumption.**
 13. Inappropriately using or sharing prescription and over-the-counter drugs.
 14. Gambling.
 15. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
 16. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
- F. Engage in misconduct while on a school bus. It is crucial for students to behave appropriately while riding on district buses, to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving and fighting will not be tolerated.
- G. Engage in any form of academic misconduct. Examples of academic misconduct include, but are not limited to:
1. Plagiarism.
 2. Cheating.
 3. Copying.
 4. Altering records.
 5. Assisting another student in any of the above actions.
- H. Engage in off-campus misconduct that interferes with, or can reasonably be expected to substantially disrupt the educational process in the school or at a school function. Examples of such misconduct include, but are not limited to
1. ~~Cyberbullying (i.e., inflicting willful and repeated harm through the use of electronic text).~~
 2. ~~Threatening or harassing students or school personnel over the phone or other electronic medium.~~

threatening or harassing students or school personnel through any means off-campus, including cyberbullying (for a complete definition of harassment, bullying and cyberbullying refer to policy 0115, Student Harassment and Bullying Prevention and Intervention).

Presented for:

First Reading- 6/12/12

Second reading & Adoption- 7/2/12

Revisions presented for:

First Reading- 3/12/13