

June 24, 2013

A special meeting of the Port Jefferson School District Board of Education was held on June 24, 2013 at Earl L. Vandermeulen High School. Present at the 6:05 p.m. call to order by President Kathleen Brennan were Vice-President Robert Ramus, Board Members Mark Doyle, Dennis Kahn, James Laffey, and Vincent Ruggiero, and Superintendent of Schools Kenneth Bossert. Board Member Adam DeWitt was absent. Mrs. Brennan acted as Clerk pro tem.

Motion was made by Mr. Ramus, seconded by Mr. Laffey and carried 6-0 that the Board enter executive session to discuss personnel and legal matters.

At 7:12 p.m., the Board reentered general session. At 7:14 p.m., motion was made by Dr. Doyle, seconded by Mr. Ramus and carried 6-0 to adjourn.

June 11, 2013

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on June 11, 2013 at Edna Louise Spear Elementary School. Present at the 6:03 p.m. call to order by President Kathleen Brennan, were Vice-President Robert Ramus, Board Members Adam DeWitt, 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.

Motion was made by Mr. Ramus, seconded by Mr. Ramus and carried 7-0 that the Board enter executive session to discuss matters relating to personnel and negotiations.

At 7:05 p.m. the Board reentered general session.

Dr. Bossert introduced Mrs. Jackie Hull who spoke about the President's Volunteer Service Award and presented this year's student recipients.

MINUTES

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

Regular Meeting held May 14, 2013

Special Meeting held May 21, 2013

PUBLIC COMMENT

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

A.Lustig – extended thanks to Dr. Kahn for his Board service and welcomed Mr. DeWitt

RECOGNITION

Staff receiving tenure this school year and retiring staff members were recognized.

At 7:50 p.m. the meeting recessed for refreshments in honor of those recognized. The meeting reconvened at 8:10 p.m.

REPORTS

The student representative, Gregory Klesaris, reported on school activities and introduced next year's student representative to the Board, Michael Laffey.

The report from the Superintendent was a presentation by Executive Director of Curriculum and Instruction, Maureen Hull, on the 2011-12 New York State Report Card. Discussion followed.

End-of-Year Committee reports were given by:

Dr. Doyle – Finance/BAC

Mr. Ramus - Facilities

Mr. Ruggiero – Curriculum

Dr. Kahn – Audit

Mrs. Brennan asked that written reports be submitted to the District Clerk.

CONSENT AGENDA

The District Clerk read into the record that Kristin Britt, Social Worker, was to be added to personnel resolution A.3. Motion was made by Mr. Ruggiero, seconded by Dr. Doyle, and carried 7-0, that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-8 on the June 11, 2013 consent agenda. Mrs. Brennan acknowledged the Memorandum of Agreement with the Paraprofessionals Association.

Motion was made by Mr. Laffey, seconded by Dr. Doyle, and carried 7-0, that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-11 on the June 11, 2013 consent agenda. Mrs. Brennan acknowledged the donations in resolutions B.10 and 11.

Motion was made by Mr. Ruggiero, 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 June 11, 2013 consent agenda.

Motion was made by Mr. Ramus, seconded by Dr. Doyle, and carried 7-0, that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-2 on the June 11, 2013 consent agenda.

NEW BUSINESS

Motion was made by Mr. Ramus, seconded by Dr. Doyle and carried 7-0 that the Board approve revisions to Board Policy 9210.2, Non-Administrative Confidential Employees, presented for a first reading and adoption.

Motion as made by Mr. Ramus, seconded by Dr. Doyle and carried 7-0 that the Board designate July 2, 2013 as the Annual Reorganization Meeting and regular monthly business meeting of the Board of Education.

PUBLIC COMMENT

Mrs. Brennan announced the second public comment forum.

T. Tsunis – high school course offerings, middle school schedule

A.Lustig – positive achievements, technical training offerings for students

ADJOURNMENT

At 9:35 p.m., motion was made by Mr. Ruggiero, seconded by Mr. Laffey, and carried 7-0 that the Board enter executive session to discuss a personnel matter.

The District Clerk left the meeting and Mrs. Brennan acted as Clerk pro tem.

At 11:24 p.m., the Board reentered general session. Motion was made by Dr. Doyle, seconded by Mr. Ruggiero, and carried 7-0 to adjourn.

CONSENT AGENDA

June 11, 2013

A. Personnel

1. Appointment – Substitute

The Board approves the appointment Gina Deptola Coryell, as a substitute custodian for the 2013-2014 school year, at the rate of \$10.00 per hour, pending fingerprint clearance by the New York State Education Department.

2. Summer CSE

The Board approves the following staff, as needed, for the 2013 Special Education Committee on Special Education, at their hourly rate of pay, for the period July 1, 2013 to August 31, 2013.

Psychologist

Dr. Allyson Carlson
Kristen Wendel

Teachers

Christina Carlson
Monica Consalvo
Melissa Corey
Kelly Cusumano
Dana St. Pierre
Megan Ryan

3. Summer Academy and Special Education Program

The Board approves the following staff, as needed, for the 2013 Special Education Extended School Year Program, July 1, 2013 to August 9, 2013 (with the exception of July 4), Monday - Friday, 9:00 a.m. - 12:00 p.m.:

Psychologist

Dr. Allyson Carlson

Nurses

Susan Federico
Arin Hampson (substitute)

Teachers

Judy-Lynne Ciancarelli
Shannon Griffin
Michelle Landetta
Tory Malvetti
Stacia Schoen

Social Worker

Kristen Britt

Teaching Assistants

Sheila Albinson	Louise Cash	Michelle Connolly
Andrea Erland	Karen Harvey	Bonnie Kelsch
Hope Post	Laura Wickel	Patricia Koehnlein
Allyson Wolff	Rosemary Griffin (substitute)	
Lynn Lalia (substitute)		

4. Memorandum of Agreement – Paraprofessionals

The Board approves and ratifies the Agreement between the negotiating representatives of the Port Jefferson Union Free School District and the United Paraprofessionals Association of Port Jefferson, dated May 23, 2013; and authorizes the Superintendent of Schools and/or the Board President to execute the new Collective Bargaining Agreement incorporating the terms of said agreement.

5. Memorandum of Agreement – Office Staff

The Board approves the Memorandum of Agreement between the Board of Education and the Port Jefferson Office Staff Association pertaining to Article XXX, Excess Notification, and Article XXXII. D. Differentiated Staffing- Pilot Program.

6. FTE Reduction / Appointment

The Board hereby resolves that .3 FTE of the position of Linda Moran, teacher of Business Education, be eliminated effective June 30, 2013; and further, the Board approves the appointment of Linda Moran as a .5 FTE teacher of Business Education and a substitute teacher for the 2013-1014 school year.

7. Resignation – Foreign Language Teacher

The Board accepts the resignation of Kimberly Petrone, as a teacher of Foreign Language, effective June 30, 2013.

8. Resignation – Teaching Assistant

The Board accepts the resignation of Stefanie Marigliano, as a Teaching Assistant, effective June 30, 2013.

B. Finance

1. Financial Reports

The Board approves the financial reports.

2. Extension Food Service Contract

The Board approves the extension of the Food Service Program Contract with Whitsons School Nutrition Corp., Islandia, NY, for the 2013-2014 school year.

3. Extension Bid Award – Printing

The Board awards a bid extension to Sav-On Printing for the printing of school district materials for the 2013-2014 school year.

4. Extension Bid Award – Turf Maintenance Supplies

The Board awards a bid extension to Vigliotti Great Gardens for Turf Maintenance Supplies for the 2013-2014 school year.

5. Extension Bid Award – Oil and Gas Burner Maintenance & Repair Service

The Board awards a bid extension to Bain Mechanical for Oil and Gas Burner Maintenance and Repair Services for the 2013-2014 school year.

6. Extension Bid Award – Electrical Services

The Board awards a bid extension to Sentry General Contracting Company, Inc., for Electrical Services for the 2013-2014 school year.

7. Extension Bid Award – Plumbing Services

The Board awards a bid extension to Sentry General Contracting Company, Inc., for the Plumbing Services for the 2013-2014 school year.

8. Summer Transportation

The Board awards the RFP for Summer Transportation to the lowest responsible bidder, Suffolk Transportation Corp., for the 2013-2014 school year, with the option to renew on a yearly basis.

9. Award Increase

The Board approves an increase in award amount, from \$133,200 to \$154,000, to Valco, Inc., for the Tech Ed Building Contract 1 Capital Improvement Project - Window Replacement and General Construction.

10. Use of Donation

The Board approves the request of the Morrison Foundation that their donation to the district of \$1,380.00 be alternatively used for various athletic expenses.

11. Acceptance of Donation

The Board gratefully accepts the donation from the Wrestling Booster Club, of a 40' x 40' Reslite Lightweight Wrestling Mat, Light Purple (5) 6' x 40' sections and (2) 5'x 40' sections, in the approximate amount of \$7,900.

C. Facilities & Operations

1. Surplus Property

The Board declares two (2) soccer shelters as surplus property and authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district.

2. Use of Insecticide

The Board authorizes the emergency use of the herbicide Roundup, during July 2013, for poison ivy removal at the following locations:

Edna Louise Spear Elementary School
Earl L. Vandermeulen High School
High School Tech Building

D. Education

1. Committees on Special Education

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

2. Textbook Approval

The Board approves the adoption of *¡Avancemos! Level 3*, from McDougall Littell for LOTE-Spanish III.

DISTRICT TREASURER/SECRETARY TO THE BUSINESS OFFICIAL

Benefits for the District Treasurer, and Secretary to the Business Official follow the applicable Office Staff Association contract with the exception of the following Articles:

Statement of Recognition

- | | |
|--------------------------|--------------------------------------|
| ▪ Article I | - Employee |
| ▪ Article III | - Grievance Procedure |
| ▪ Article IV | - Vacancies and/or Promotions |
| ▪ Article VIII | - Meeting Privileges |
| ▪ Article IX | - Sick Leave (Paragraph D) |
| ▪ Article XVI | - Job Definition – Work Requirements |
| ▪ Article XXIII | - Required Statement- Section 201 |
| ▪ Article XXIV (1) & (2) | - Compensation |
| ▪ Article XXVIII | - Dues Deduction /Agency Fee |
| ▪ Article XXX | - Excess Notification |
| ▪ Article XXXI | - Recall and Long Term Leave |
| ▪ Article XXXIII | - Salaries |
| ▪ Article XXXIV | - Duration |

Special Note:

In relation to Article XXV – Longevity for ~~all Confidential Employees~~ **the District Treasurer and the Secretary to the Business Official** is equivalent to the longevity for senior clerk typist.

SECRETARY TO THE SUPERINTENDENT

Benefits for the Secretary to the Superintendent shall follow the applicable Office Staff Association contract, with the same excepted Articles as the other confidential employees set forth above, except as follows:

1. The Secretary to the Superintendent shall work the work schedule set by the Superintendent, Monday to Friday, 37.5 hours per week, presently 8:00 a.m. to 4:00 p.m., with no overtime or additional compensation beyond the regular work day.
2. Attendance at work on emergency school closings shall be at the discretion of the Superintendent with no additional compensation.
3. At the discretion of the Superintendent, attendance at work for two (2) days is required during all recess periods with no additional compensation. Should the Superintendent not require her attendance, the Secretary to the Superintendent may use vacation days for these absences.
4. Article XXXII of the Office Staff Association contract does not apply to the Secretary to the Superintendent.

5. Should the Secretary to the Superintendent vacate or be asked to vacate her position as Secretary to the Superintendent, other than for disciplinary reasons, she retains whatever rights, if any, she may have under Civil Service Law to occupy another clerical position on the District, as determined by Suffolk County Department of Civil Service, and return to the clerical bargaining unit with unit benefits and salary.
6. The benefits and salary for secretary to the Superintendent as set forth above shall expire in all respects on June 30, ~~2013~~ **2014** subject to review by the Board of Education at the time of expiration.

All Confidential Employees will receive salary increases at least equal to those of comparable employees in district, but no less than ~~2%~~ **1.5%** per year.

Revision presented:

1st reading – 7/5/11

2nd reading & adoption – 8/9/11

Revision presented:

1st reading – 5/8/12

2nd reading & adoption – 6/12/12

Revision presented:

1st reading & adoption – 6/11/13