

August 13, 2013

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on August 13, 2013 at Edna Louise Spear Elementary School. Present at the 5:09 p.m. call to order by President Kathleen Brennan, were Vice-President James Laffey, Board Members Ellen Boehm, Adam DeWitt, Mark Doyle, Robert Ramus, and Vincent Ruggiero, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley.

Motion was made by Mr. Laffey, seconded by Mrs. Boehm and carried 7-0 that the Board enter executive session to discuss matters relating to personnel and pending litigation. Present from 5:09 p.m. to 5:50 p.m. were school district attorneys, John Gross, Neil Block and Carri-Ann Tondro.

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

MINUTES

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

Reorganization and Regular Meetings held July 2, 2013
Workshop Meeting held July 25, 2013

PUBLIC COMMENT

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

A.Lustig – Drive-It-Program, Junior HS lease, tax cap, retirement system, transfer to reserve fund, LIPA

REPORTS

The report from the Superintendent included the following:

- Dr. Bossert addressed the New York state test results for Common Core Assessments and indicated that a full presentation would be made in the Fall.
- A presentation by Christine Austen, on behalf of the Technology Committee, regarding the iPad Initiative. An evaluation update of the initiative will be provided in March 2014.

Discussion followed each presentation.

Mrs. Brennan asked Board Members to submit to the District Clerk their availability for agenda setting meetings. Scheduled to date are: Mr. Ruggiero-September, Mr. DeWitt-October, and Dr. Doyle-November

CONSENT AGENDA

The District Clerk read into the record that item A.6 should be changed from Community Fitness Instructors to Community Fitness Monitors. Motion was made by Mr. Ramus, seconded by Mr. DeWitt, and carried 7-0, that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-30 on the August 13, 2013 consent agenda. Mrs. Brennan acknowledged the retirement of Donald Butler. Dr. Bossert thanked the Board for extending his employment agreement.

Motion was made by Mrs. Boehm, seconded by Dr. Doyle, that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-9 on the August 13, 2013 consent agenda. Mr. Ramus requested that item B.5 be voted on separately. Motion was made by Mr. Ramus, seconded by Mr. Laffey and carried 7-0 to amend the original motion and that the Board approve Finance resolutions numbered 1-4 and 6-9 on the August 13, 2013 consent agenda. Motion was made by Mr. Ruggiero, seconded by Dr. Doyle, and carried 6-0-1 (Mr. Ramus abstained) that the Board approve Finance resolution numbered 5 on the August 13, 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 August 13, 2013 consent agenda.

Motion was made by Mr. Ramus, seconded by Mr. DeWitt, that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-3 on the August 13, 2013 consent agenda. Discussion. Motion carried 7-0.

OLD BUSINESS

Mrs. Brennan announced the establishment of the following Board Committees for the 2013-2014 school year:

Curriculum – Chair-Mr. Ruggiero, Mr. DeWitt, Mr. Ramus

Audit – Chair-Mr. Ramus, Mrs. Boehm, Dr. Doyle

Facilities/School Visitation – Chair-Mr. Laffey, Mrs. Boehm, Mr. Ruggiero

Finance – Chair-Dr. Doyle, Mr. DeWitt, Mr. Laffey

The School Visitation Committee will tour the buildings on September 3, starting 5:00 p.m., at the District Office.

The following proposed charge for the Policy Committee was reviewed: The Policy Committee is charged to work with the administration to conduct a structured and cyclical review of all policies contained within the district's policy manual. The Committee will seek input from the Superintendent/designee to identify policies that will require priority status for revision or initial introduction. Policies reviewed by the Committee will be brought forward to the Board of Education whenever revisions or new adoptions are necessary (in accordance with policy relating to adoption of Board Policies). The Committee will provide updates at each monthly Board meeting and will present a year-end summary at the June 2014 Board meeting with recommendations for the next Board. Motion was made by Dr. Doyle, seconded by Mr. Laffey and carried 7-0 that the Board approve the charge for the Policy Committee.

Mrs. Brennan made the following assignment to the Policy Committee:

Chair-Mr. Ramus, Mr. Ruggiero, Mrs. Brennan.

The Policy Committee will be added as a Board standing committee to Policy 2250.

Motion was made by Mr. Laffey, seconded by Mr. Ruggiero and carried 7-0 that Policy 4510.4, Surreptitious Audio and/or Video Recordings, be accepted as a second reading and adopted.

NEW BUSINESS

The following policies, contained in the Board Operating Procedures Board Member Handbook, were reviewed and proposed revisions discussed:

- 0310 Team Self-Assessment & Board Professional Development Needs
- 2901 Orientation of New Board Members
- 2902 Preparing the Board Meeting Agenda
- 2903 Requesting Information about Meeting Agenda Items
- 2904 Preparing for Board Meetings
- 2905 Participating in Discussion, Debate and Voting
- 2906 Responding to Inquiries Regarding Executive Session
- 2907 Communicating with Team Members between Meetings
- 2908 Expressing Concerns about Another Member's Performance
- 2909 Requesting Information not relating to Agenda Items
- 2910 Visiting Campuses as a Board Member
- 2911 Responding to Community Concerns
- 2912 Conducting Travel for Professional Development of Board Members
- 2913 Preparing the Annual School Board Activity Calendar
- 2924 Evaluating the Superintendent
- 2926 Hiring Personnel Other than the Superintendent

Motion was made by Dr. Doyle, seconded by Mr. Laffey that the agreed upon revisions to the following policies be accepted as a first reading and upon adoption be incorporated into the Board Operating Procedures Board Member Handbook:

- 0310 Team Self-Assessment & Board Professional Development Needs
- 2901 Orientation of New Board Members
- 2902 Preparing the Board Meeting Agenda
- 2903 Requesting Information about Meeting Agenda Items
- 2905 Participating in Discussion, Debate and Voting
- 2907 Communicating with Team Members between Meetings
- 2909 Requesting Information not relating to Agenda Items
- 2910 Visiting Campuses as a Board Member
- 2911 Responding to Community Concerns
- 2924 Evaluating the Superintendent
- 2926 Hiring Personnel Other than the Superintendent

PUBLIC COMMENT

Mrs. Brennan announced the second public comment forum.

A. Lustig - NYS Testing Program, blog, Port Jefferson demographics study, grant writing

ADJOURNMENT

At 9:18 p.m., motion was made by Dr. Doyle, seconded by Mr. DeWitt and carried 7-0 to adjourn.

CONSENT AGENDA

August 13, 2013

A. Personnel

1. Appointment – Facility Use Monitors

The Board approves the following Facility Use Monitor appointments for the 2013-2014 school year at the rate \$20.00 per hour:

Constance Bermel
Regina Booker
Maureen Colon
Bonnie Kelsch
Traci McGlynn
Stephanie Miazga
Hope Post
Lorraine Serabian
Thomas Serabian
Michael Stiles

2. Appointment – Fitness Instructors

The Board approves the following Fitness Instructors for the 2013-2014 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

Dinarae Camarda - Spring Fitness Center Instructor
Michael Maletta - Spring and Fall Fitness Center Instructor
James Mimnaugh - Winter Fitness Center Instructor

3. Appointment – Equipment Manager

The Board approves the appointment of Nicole Poulianos as Equipment Manager, for the 2013-2014 school year, at the rate of \$14 per hour.

4. Appointment – Athletic Trainer

The Board approves the appointment of Michele Matera as an Athletic Trainer, effective August 19, 2013, at the rate of \$36 per hour, pending fingerprint clearance by New York State Education Department.

5. Appointment – Lifeguards

The Board approves the following Lifeguards for the 2013-2014 school year:
Head Lifeguards at the rate of \$15.00 per hour

Benjamin Bajus
Emily Fleckenstein
Mary Fleckenstein
Kevin Rowett
Francoise Schachner
Loraine Serabian

Lifeguards (students) at the rate of \$12.00 per hour

Steven Bosch - pending CPR, FA & Lifeguard certification
Jake Cavanagh - pending CPR
Kirsten Crovello - pending CPR
Karin Holvik - - pending CPR, FA & Lifeguard certification
Morgan Sakovich - pending CPR
Tammy Serabian
Mairead Swords - pending CPR

6. Appointment – Community Fitness Instructors

The Board approves the following Community Fitness Instructors for the 2013-2014 school year at the rate of \$20.00 per hour:

Benjamin Bajus
Kelly Bates
Dinarae Camarda
Michael Caravello
Andrew Cosci
Michael Maletta
Traci McGlynn
James Mimnaugh
Alycia Petitto
Jesse Rosen
Loraine Serabian
John Serignese

7. Appointment – Coaches

The Board approves the attached list of coaching appointments for the 2013-2014 school year, identified as “Appendix A”.

8. Appointment – Co-curricular/Extra Stipend Positions

The Board approves the attached list of high school co-curricular/extra stipend appointments for the 2013-2014 school year, identified as “Appendix B” .

9. Appointment – Part-time Energy Specialist

The Board approves the appointment of Brian Sandak as part-time Energy Specialist, for the 2013-2014 school year, in accordance with the District and Cenergistic Energy Conservation Company, at the rate of \$5,000.00 per annum.

10. Recall – Teaching Assistant

The Board approves the recall of Andrea Erland, from the Preferred Eligibility List, as a teaching assistant, effective September 3, 2013, as recommended by the Committee on Special Education, in accordance with the negotiated agreement with the United Paraprofessionals’ Association of Port Jefferson.

11. Recall – Teaching Assistant

The Board approves the recall of Bernadine Devlin, from the Preferred Eligibility List, as a teaching assistant, effective September 3, 2013, as recommended by the Committee on Special Education, in accordance with the negotiated agreement with the United Paraprofessionals’ Association of Port Jefferson.

12. Resignation – Custodial Worker I

The Board accepts the resignation of Giuseppe Lupo as a Custodial Worker I effective August 2, 2013.

13. Summer Employment

The Board approves the following aide appointments for the remainder of the summer 2013:

- a. Suzanne Uldal (not to exceed 6 days) at the rate of \$10.00 per hour to assist with copying and mailings for school opening.
- b. Mary O’Sullivan (not to exceed 2 days) at the rate of \$10.00 per hour to assist with copying and mailings for school opening.
- c. Maureen Colon (not to exceed 20 hours) at the rate of \$10.00 per hour, to assist with sports physicals.

14. Summer CSE Substitute Teacher Member

The Board approves Carleen Parmegiani as a substitute teacher member for the Committee on Special Education as needed, for the period July 1, 2013 to August 31, 2013.

15. Extra Class Assignments

The Board approves the following extra class assignments for the 2013-2014 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Roderick Cawley - Zoology, Spring Semester

Philip Giannusa - .2 Grade 7 Social Studies, October 2013 - January 2014

Eva Grasso - HS Writing Workshop, Fall Semester

Michel Krivosta - AP Physics .1 FTE full year

Michel Krivosta - Science Labs (6 periods per 6 day cycle)

Nicole Pennino-Costa - Introduction to Italian (Level Ia), full year

16. Request for Leave – Elementary Teacher

The Board approves the request of Melissa Corey, teacher of Elementary Education, for a leave of absence from on or about October 3, 2013 until on or about January 6, 2014, 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.

17. Request for Leave Extension – Elementary Teacher

The Board approves the request of Kimberly Berg, teacher of Elementary Education Teacher, for an extension of her current leave of absence through the 2013-2014 school year.

18. Leave Replacement Appointment – Elementary Teacher

The Board approves the appointment of Janelle Bellotti as a .7 FTE teacher of Elementary Education, on a leave replacement basis (for Kimberly Berg), effective September 3, 2013 through June 30, 2014, at Level MA 30 Step 6, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

19. Leave Replacement Appointment – English Teacher

The Board approves the appointment of Allison Anziano (for Carla Greco) as a teacher of English, on a substitute basis for the period September 3, 2013 to on or about October 17, 2013; and, on a leave replacement basis, at Level BA Step 1, effective on or about October 18, 2013 to June 30, 2014, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

20. Leave Replacement Appointment – Library Media Specialist

The Board approves the appointment of Selinda Moore (for Christine Austen) as a Library Media Specialist, on a substitute basis for the period September 3, 2013 to on or about October 17, 2013; and, on a leave replacement basis, at Level MA Step 1, effective on or about October 18, 2013 to June 30, 2014, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

21. Appointment – Substitutes

The Board approves the following substitute appointments for the 2013-2014 school year:

Teachers

Sheila Albinson
Janelle Bellotti
Barbara Cawley
Marsha Cohen
Robert Conlin
Mary Connell
Michele Connolly
Christopher Coward
Jason Crockett
June Crovello
Samantha Davidson
Christina Del Giudice
Amanda Dignon
Donna Farenga
Andrea Femoyer
Mary Fernandes
Lisa Flanagan
Taylor Gang
Nicole Garcia
Francis Gilleece
Donna Higgins
Amanda Jacobellis
Tara Jones
Arielle Zamek

Jennifer Juhas-DePaoli
Aroona Khan
Maria Llorens
Paige Lohmann
Tory Malvetti
Jason Mehl
Mary Mulligan
Jeanine Nasta
Allyson Nuss
Susan O'Donnell
Richard Olson
Noelle Policastro
Laura Ricca
Joan Sandstrom
Linda Schneider
Ann Schwartz
Dawn Shackles
Rachel Tarnowski
Melodie Tegay
Philip Vario
Susan Whitman
Irma Ana Wolber
Allyson Wolff

Teachers – not to exceed 40 days

Katherine Butera

Teaching Assistants

Sheila Albinson
Michele Connolly
Christopher Coward

Lisa Flanagan
Taylor Gang
Amanda Jacobellis
Aroona Khan
Nancy Makarius (pending fingerprint clearance by NYSED)
Sonia Pinero
Allyson Wolff

Teaching Assistants– not to exceed 40 days

Roxanne Brown
Katherine Butera
Rene Sowers

Teacher Aides

Caroline Bachmore
Amanda Jacobellis
Michele Connolly
Sonia Pinero

Clerical

Roxanne Brown
Nancy Makarius (pending fingerprint clearance by NYSED)
Sandra Mellon
Rene Sowers
Angela Virgilio

Nurse

Linda Love
Jennifer McDonald
Gertrude Weidler

22. Substitute – Athletic Trainers

The Board approves the appointment of the following substitute Athletic Trainers, effective August 19, 2013, at the rate of \$38 per hour:

Stephanie Dunn
Jason Lee
Hannah Kuemmel

23. Appointment - .4 FTE Technology Teacher

The Board approves the part-time appointment of Robert Dunlop as a .4 FTE teacher of Technology Education, effective September 3, 2013 through June 30, 2014, at Level MA 1 Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

24. Appointment – Foreign Language Teacher

The Board approves the appointment of Celiana Patti, on a probationary basis effective September 3, 2013, as a teacher of Foreign Language, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

25. Appointment - .5 FTE Music Teacher

The Board approves the part-time appointment of Lisa Stanzione as a .5 FTE teacher of Music, effective September 3, 2013 through June 30, 2014, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

26. Appointment – Dean of Students

The Board approves the appointment of Dinarae Camarda to the extra stipend position of Dean of Students-Secondary Grades 6-12, for the 2013-2014 school year, at the rate of \$14,000.00 per annum.

27. Substitute Pay Scale

The Board approves the increase in compensation for substitute employees, effective September 2013, as follows:

- Nurses - \$150.00 per day
- Teaching Assistants - \$12.50 per hour
- Teacher Aides - \$11.00 per hour
- Clerical - \$11.00 per hour

28. After-School Library Supervision

The Board approves the following after-school library supervision appointments for the 2013-2014 school year, at the rate of \$15.15 per hour:

- | | |
|-----------------------------------|----------------------------|
| Middle School/High School Library | Debra Hartmann |
| | Antoinette Famiano |
| | Hope Post (substitute) |
| | Bonnie Kelsch (substitute) |

29. Retirement – Senior Guard

The Board accepts the resignation for the purpose of retirement of Donald Butler, as Senior Guard, effective August 31, 2013.

30. Amendment to Employment Agreement – Superintendent of Schools

BE IT RESOLVED, that the Board of Education hereby approves a certain FIRST AMENDMENT to the Employment Agreement between Dr. Kenneth Bossert and the Board of Education, dated May 22, 2012 and herewith authorizes the President of the Board of Education to execute said FIRST AMENDMENT on behalf of the Board of Education.

B. Finance

1. Financial Reports

The Board approves the financial reports.

August 29, 2013

A special meeting of the Board of Education of Port Jefferson School District was held on August 29, 2013 at the District Office. Present at the 12:00 p.m. call to order by President Kathleen Brennan, were Board Members Ellen Boehm, Adam DeWitt, Robert Ramus, and Vincent Ruggiero, Superintendent of Schools Kenneth Bossert, Executive Director of Curriculum and Instruction Maureen Hull, and District Clerk Janice Baisley. Assistant Superintendent for Business Sean Leister arrived at 12:10 p.m. Board Members Mark Doyle and James Laffey were absent.

Dr. Bossert explained the resolutions appearing on the agenda. Mrs. Hull distributed draft copies of the APPR Plan for Teachers and the APPR Plan for Administrators. Changes to the plans were reviewed and discussed.

Motion was made by Mr. Ramus, seconded by Dr. DeWitt that, as recommended by the Superintendent of Schools, the Board approve resolutions numbered 1-5 under the Personnel section of Board Business Action on the August 29, 2013 Special Meeting Agenda. Discussion ensued. Motion carried 5-0.

At 12:21 Mr. Ramus left the meeting.

Motion was made by Mr. Ruggiero, seconded by Mr. DeWitt, and carried 4-0 that the Board enter executive session to discuss a personnel matter. The Assistant Superintendent, Executive Director, and District Clerk left the meeting. Mrs. Brennan acted as Clerk pro tem.

At 1:10 p.m., the Board reentered general session. Motion was made by Mr. DeWitt, seconded by Mr. Ruggiero, and carried 4-0 to adjourn.

I. BOARD BUSINESS ACTION

A. Personnel

1. APPR Plan

The Board approves the following resolution:

WHEREAS, the District has reached agreement on a revised 2013-2014 Annual Professional Performance Review (“APPR”) Plan; and

WHEREAS, the District must submit certain documentation to the State Education Department regarding its APPR Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby approves the revised APPR Plan and adopts it as the District’s APPR plan for classroom teachers and principals for the 2013-2014 school year;

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education and the Superintendent of Schools to execute the necessary certification forms required by the State Education Department for the District’s 2013-2014 APPR Plan; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools or his or her designee to submit the APPR Plan and all other required documentation to the State Education Department.

2. Resignation – Teaching Assistant

The Board accepts the resignation of Andrea Erland, Teaching Assistant, effective August 31, 2013.

3. Resignation – .5 FTE Physical Education Teacher

The Board accepts the resignation of Alycia Pettito, .5 FTE Physical Education teacher, effective August 31, 2013.

4. Appointment - .5 FTE English Teacher

The Board of Education approves the appointment of Paige MacLeod, as a .5 FTE English Teacher, effective September 3, 2013 through June 30, 2014, at Level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers’ Association.

5. Appointment – Substitutes

The Board approves the following substitute appointments for the 2013-2014 school year:

Teacher

Tamara Block
Judy-Lynne Ciancarelli
Robert Dunlop
Cheryl Durant
Paige MacLeod
Kevin Johnson
Susan Robinson
Priyanka Singh
Lisa Stanzione
Jordan Tsunis
Nina Wood
Wendy Woods

Teaching Assistant

Susan Robinson
Priyanka Singh
Jordan Tsunis

Teacher Aide

Susan Robinson
Priyanka Singh
Jordan Tsunis

Nurse

Melissa LoFaso-Arcangel