

December 9, 2014

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on December 9, 2014 at Edna Louise Spear Elementary School. Present at the 6:08 p.m. call to order by President Kathleen Brennan, were Vice-President James Laffey, Board Members, Ellen Boehm, Mark Doyle, Robert Ramus and Vincent Ruggiero, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Member Adam DeWitt was absent.

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

At 7:20 p.m. the Board reentered general session. Music students performed holiday music. The Business meeting commenced at 7:40 p.m.

RECOGNITION

All-State and All-County Music students were recognized for their accomplishments.

MINUTES

Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm and carried 5-0-1 (Mr. Ramus abstained) that the Board approve the minutes of the following meeting:

Regular Meeting held November 18, 2014

PUBLIC COMMENT

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

Jane Schoch – football helmets

A.Lustig – LIPA, GEA, budget advisory committee, taxpayers tax cap rebate

REPORTS

Student Representative, Paul Capobianco, reported on high school activities.

The report from the Superintendent included:

- 2015-2016 Budget Presentation given by Sean Leister. Discussion followed.

Mrs. Brennan extended thanks for the support during her absence.

Committee Reports were given as follows:

Mr. Laffey – Finance

Mr. Laffey – Facilities

Mr. Ramus – Policy

Mrs. Brennan read a report provided by the PTA.

BOARD CONSENT AGENDA

The District Clerk read into the record Personnel resolution A.4. and Education resolution D.2.

Motion was made by Mr. Laffey, seconded by Mrs. Boehm, that the Board approve Personnel resolutions numbered 1-4 on the December 9, 2014 consent agenda. Dr. Doyle requested that resolution A.4 be pulled for a separate vote. Motion to approve Personnel resolutions 1-3 carried 6-0. Discussion ensued regarding resolution number 4. Motion to approve Personnel resolution number 4 failed 3-3 (Mrs. Brennan, Mr. Ramus, Mrs. Boehm in favor / Dr. Doyle, Mr. Laffey, Mr. Ruggiero opposed).

Motion was made by Dr. Doyle, seconded by Mr. Ramus, and carried 6-0, that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-3 on the December 9, 2014 consent agenda.

Motion was made by Mr. Laffey, seconded by Mr. Ramus, and carried 6-0, that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-2 on the December 9, 2014 consent agenda.

OLD BUSINESS

A presentation was made by Deb Ferry, Director of Health, Physical Education and Athletics, on athletic helmets being used by our student athletes including the audit process for analyzing equipment, age of equipment, reconditioning, replacement, and associated costs. Three scenarios were presented as follows:

Scenario 1 – Provide helmets to all lacrosse players and begin a five year rotation for football (Revolution Speed) at a cost of \$14,182.50

Scenario 2 – Provide helmets to all lacrosse players and begin a five year rotation for football (Revolution Speed Flex) at a cost of \$15,712.50

Scenario 3 – Provide all new helmets for the entire football and lacrosse programs (Revolution Speed Flex helmets) at a cost of \$25,942.50

Discussion ensued. Following discussion, Dr. Bossert indicated clear direction was given by the Board for administration to examine the line items of this year's budget and reexamine allocations given for the purchase of helmets in order that Scenario 3 of the presentation can be effectuated. Mr. Leister indicated that the Board would see a budget transfer in this regard.

NEW BUSINESS

Motion was made by Mr. Ramus, seconded by Dr. Doyle that the Board approve for a first reading and adoption revisions to Board Policy 5152, Admission of Non-Resident Students. Discussion. Motion carried 6-0.

Motion was made by Mr. Ramus, seconded by Mr. Ruggiero that the Board accept for a first reading revisions to Board Policy 9520.2, Family Medical Leave Act. Discussion. Motion carried 6-0.

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Motion was made by Mr. Ramus, seconded by Mr. Laffey that the Board accept for a first reading revisions to Board Policy 4526, Computer Use in Instruction, delete Board Policy 4510.1, Instructional Technology, and delete Board Policy 4510.2, Computer, Network and Internet Use. Discussion. Motion was made by Dr. Doyle, seconded by Mr. Ruggiero that the motion be amended that the Board accept for a first reading and adoption, Board Policy 4526, Computer Use in Instruction, delete Board Policy 4510.1, Instructional Technology, and delete Board Policy 4510.2, Computer, Network and Internet Use. Motion to amend carried 6-0. Amended motion carried 6-0.

PUBLIC COMMENT

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

A.Lustig – athletic helmets/safety, LIPA

ADJOURNMENT

At 9:25 p.m., motion was made by Mr. Ruggiero, seconded by Mr. Laffey and carried 6-0 to adjourn.

CONSENT AGENDA

A. Personnel

1. Co-Curricular Appointment

The Board approves the following co-curricular appointments for the 2014-2015 school year:

PJ Varsity Club Advisor -	Jesse Rosen
Substitutes 6 th Grade Intramurals -	Christina Carlson
	Christian Neubert
	Robert Farenga
	Lorraine Novellino
	Chuck Ruoff
	Nancy Bachety
	Nicole Pennino-Costa
	Kayleen Everitt

2. Substitute/Leave Replacement Appointment

The Board approves the appointment of Jennifer Guerrazzi (for AmyJean Castaldo) as a teacher of Elementary Education, on a substitute basis from October 30, 2014 to on or about December 16, 2014; and on a leave replacement basis from on or about December 17, 2014 to on or about April 13, 2015, at Level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

3. Mentor

The Board approves Sandra Eybs as a Mentor for the 2014-2015 school year, pro-rated, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

4. Rescission of Appointment – Coach *motion failed*

The Board rescinds the appointment of Alyson Wolff as Girls JV Basketball Coach for the 2014-2015 school year, effective December 9, 2014.

B. Finance

1. Financial Reports

The Board approves the following financial reports:
Claims Audit Report - Month of October
Cash Flow Analysis - Month of October
New Budget Transfers

October Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	17-19, 21-22
School Lunch Fund	3-4
Federal Fund	2-4
Capital Fund	4-5
Trust & Agency	No Warrants
Payroll	9-10
Royal Fund	1-3
Scholarship Fund	No Warrants

Trial Balance - July 2014 – October 31, 2014

Revenue Budget Status - July 2014-June 2015

Appropriation Status Report - July 2014-June 2015

Budget Transfers - Month of October

2. Budget Increase

The Board approves the following resolution: BE IT RESOLVED, that as a result of the 2013-2014 grant award from Senator LaValle, the Board of Education hereby increases the 2014-2015 budget in the amount of \$20,100 to fund participation in the STEM program at SUNY Stony Brook.

3. Budget Development Calendar

The Board approves the attached 2015-2016 Budget Development Calendar.

C. Facilities and Operations

D. Education

1. Committees on Special Education

The Board approves the following recommendations of the Committees on Special Education:

Meetings held November 4, November 5, November 7, and November 13, 2014

2. Appointment of Impartial Hearing Officer

The Board approves the appointment of Wendy Brandenburg as the Impartial Hearing Officer for a specific matter case #88124, for the 2014-2015 school year.

Required Action

Financial Reports Due to SED (ST-3, Forms A, FT, FB)
 Financial Statement (FS) & External Audit report submitted to SED and Comptrollers Office
 Single Audit of Federal Funds
 Reponse to External Audit Findings (Corrective Action Plan)
 Collection of Basic Education Data System (BEDS)
 Non-resident tuition and health services bills

Due Date
 Oct 7, 2014
 Oct 15, 2014
 TBD
 90 days after receipt of FS
 11/7/2014
 TBD

Proposed Budget Calendar

Subject	Date
Finance Committee Reviews Budget Process & Calendar	TBD
BAC Recruitment	N/A
BAC kickoff meeting	N/A
Principals, Directors, will submit	December 19, 2014
BOE Receives Rollover Budget	December 19, 2014
BAC Receives Rollover Budget	N/A
Superintendent and Assistant Superintendent for Business review Budget Draft #1	January 6, 2015
BOE review and discussion of Budget Draft #1	January 13, 2015
BAC review and discussion of Budget Draft #1	N/A
BOE review and discussion of Budget Draft #2	February 10, 2015
BAC review and discussion of Budget Draft #2	N/A
Report Levy Cap to NYS Comptrollers Office	March 10, 2015
BOE review and discussion of Budget Draft #3	March 10, 2015
BAC review and discussion of Budget Draft #3	N/A
Public Budget Presentation Meeting	March 24, 2015
Legal notice of date, time, and place of budget hearing and budget vote. Must advertise 4 times within 7 weeks with the first legal notice publication occurring at least 45 days before the budget vote. Notice should appear in 2 general circulation newspapers.	April 6, 2015
Board receives FINAL Budget Draft	April 14, 2015
Board's final review and adoption of proposed budget	TBD
District wide Budget Informational Meeting - Administration 7:30 pm	TBD
Popular Budget to Printer	April 15, 2015
Board votes on BOCES board candidates and BOCES administrative budget	April 22, 2015
Property Tax Report Card must be submitted to SED by the end of the next business day following the adoption of the budget but no later than 24 days prior to the budget vote.	April 26, 2015
Salary Disclosure submitted to S.E.D	April 26, 2015
Property Tax Report Card Submitted to local newspapers	May 1, 2015
Budget statement and required attachments must be made available upon request at each school building at least 7 business days before the budget hearing and at least 14 days before the budget vote	May 1, 2015
Latest date for Popular Budget (Brochure) to be mailed home to residents	May 11, 2015
Board Budget Hearing 7:30 p.m.	May 12, 2015
Budget Notice to be Mailed	May 11, 2015
BUDGET VOTE	May 19, 2015