

March 8, 2016

The regular monthly business meeting of the Port Jefferson School District Board of Education was held on March 8, 2016 at Edna Louise Spear Elementary School. Present at the 6:06 p.m. call to order by President Kathleen Brennan, were Vice-President Mark Doyle, Board Members Ellen Boehm, Adam DeWitt, Robert Ramus, and Tracy Zamek, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Member Vincent Ruggiero was absent.

Motion was made by Mrs. Boehm, seconded by Mr. DeWitt, and carried 6-0 that the Board enter executive session to discuss personnel matters. Attending executive session were school district attorneys Neil Block and Edward McCarthy.

RECOGNITION

Student, Matteo DeVincenzo, was recognized for his wrestling accomplishments.

MINUTES

Motion was made by Dr. Doyle, seconded by Mrs. Zamek and carried 6-0 that the Board approve the minutes of the following meetings:

Regular Meeting held February 9, 2016

Work Session held February 23, 2016

PUBLIC COMMENT

Mrs. Brennan opened the public comment portion of the meeting.
Emma Martin – Transgender and Gender Non-Conforming Students Policy

REPORTS

Student Representative, Nick Caltagirone, reported on high school activities.

The report from the Superintendent of Schools included:

- NYSCOSS Winter Conference
- A presentation on AIS / Rtl by members of the AIS Committee – discussion followed
- A Budget Update presentation by the Assistant Superintendent for Business – discussion followed

Mr. Leister for Mr. Ruggiero – Facilities Committee
Mr. Ramus – Finance Committee
Dr. Doyle – Curriculum Committee
Mr. DeWitt – Policy Committee

BOARD CONSENT AGENDA

Motion was made by Dr. Doyle, seconded by Mr. DeWitt, and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-9 appearing on the March 8, 2016 consent agenda. Mrs. Brennan acknowledged the retirement of Peter Burawa, resolution A.9.

Motion was made by Mr. Ramus, seconded by Mrs. Zamek, and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-4 appearing on the March 8, 2016 consent agenda.

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 Education resolutions numbered 1-2 appearing on the March 8, 2016 consent agenda.

OLD BUSINESS

NEW BUSINESS

Policies -

Motion was made by Mr. DeWitt, seconded by Mr. Ramus, and carried 6-0 that the Board approve for a first reading the following policies appearing on the March 8, 2016 consent agenda:

- Policy 0200, Transgender and Gender Non-Conforming Students
- Revisions to Policy 5020, Equal Educational Opportunities
- Revisions to Policy 5300.15, Code of Conduct-Student Rights and Responsibilities

Budget Vote -

Discussion ensued regarding the method in which votes will be cast at the May 17, 2016 budget vote and election, paper ballots or scanning machines. The Board concurred that scanning machines leased from the Suffolk County Board of Elections would be used.

PUBLIC COMMENT

Mrs. Brennan opened the second public comment portion of the meeting. There were no comments.

ADJOURNMENT

At 9:27 p.m., motion was made by Mr. DeWitt, seconded by Mrs. Zamek and carried 6-0 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.

Mr. Leister left the meeting at 9:52 p.m. Dr. Bossert left the meeting at 10:39 p.m.

At 11:23 p.m, the Board reentered general session. Motion was made by Dr. Doyle, seconded by Mr. DeWitt, and carried 6-0 to adjourn.

CONSENT AGENDA

March 8, 2016

A. Personnel

1. Request for Leave – Foreign Language Teacher

The Board approves the request of Celiana Gandolfo, teacher of Foreign Language, for a leave of absence from on or about May 9, 2016 until the remainder of the 2015-2016 school year, in accordance with Board Policy 9520.2 Family and Medical Leave and Article IX.B.9 and IX.F. of the negotiated agreement with the Port Jefferson Teachers Association

2. Appointment – Volunteer Coach

The Board approves Brian Snow as a volunteer (unpaid) Boys and Girls Assistant Spring Track Coach, for the 2015-2016 school year.

3. Appointment – Mentor

The Board approves Dennis Christofo as a Mentor for the March 1, 2016 – June 1, 2016, in accordance with the negotiated agreement with the Port Jefferson Teachers Association

4. Rescission/Appointment – Fitness Center

The Board rescinds the appointment of James Mimnaugh and Michael Maletta as Fitness Center Co-Instructors for the 2015-2016 Spring season; and, appoints Michael Maletta as Fitness Center Instructor for the 2015-2016 Spring season, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

5. Appointment – Substitutes

The Board approves the following substitute appointments for the 2015-2016 school year:

Teacher	Lisa Flanagan	Andrew Mayce
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6. Extra Class Assignment

The Board approves the following extra class assignments for the 2015-2016 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Brian Snow - .1 FTE HS/Government, Spring semester (daily)
Megan DeVita – ES/Consultant Teacher Direct Services .1 FTE, effective February 10, 2016, (40 minutes daily)

7. Request for Leave Extension – Elementary Teacher

The Board approves the request of Melissa Corey, teacher of Elementary Education, for an extension of her present leave of absence to on or about June 24, 2016, in accordance with the negotiated agreement with the Port Jefferson Teachers Association

8. Extension of Leave Replacement Appointment – Elementary Teacher

The Board extends the leave replacement appointment of Janelle Bellotti, as a teacher of Elementary Education (for Melissa Corey), to on or about June 24, 2016, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

9. Retirement – Elementary Teacher

The Board accepts the resignation of Peter Burawa, teacher of Elementary Education, for the purpose of retirement, effective June 30, 2016.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of January
Cash Flow Analysis - Month of January
Fund Balance Projection
New Budget Transfers - none
January Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	39-40, 42-43
School Lunch Fund	7-8
Federal Fund	7-9
Capital Fund	No Warrants
Trust & Agency	6-7
Payroll	15-17
Royal Fund	5
Scholarship Fund	No Warrants

Trial Balance - July 2015 – January 31, 2016

Revenue Budget Status - July 2015-June 2016

Appropriation Status Report - July 2015-June 2016

Budget Transfers - Month of January

2. Award of Bid – Roof Replacement

The Board awards the bid for the Roof Replacement at Earl L. Vandermeulen High School to the lowest responsible bidder; namely, Milcon Construction.

3. Agreement – Internet Awareness Presentation

The Board approves the Agreement for Speaking Engagement between NY Finest Speakers, LLC and Port Jefferson Schools, dated January 29, 2016, for an Internet Awareness presentation.

4. State Mandate – Carbon Monoxide Detectors

The Board approves the following resolution:

WHEREAS, the State mandated that carbon monoxide detectors be installed in school district buildings on June 27, 2015 to be completed by June 27, 2016.

WHEREAS, upon investigation by district architect and district administration, said mandate is a health and safety concern pertaining to the districts Fire Alarm System.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby declares the State mandate to upgrade the Fire Alarm System to be an emergency situation; and BE IT FURTHER RESOLVED, that the Board of Education authorize the upgrade of the Fire Alarm System and any ancillary work as an ordinary contingent expense of the Board, and authorizes the Superintendent, or his designee, to take steps to correct said situation.

BE IT FURTHER RESOLVED, that the Board of Education authorize an increase of \$95,000 to the 2015-2016 approved budget for the upgrade of the Fire Alarm System and any ancillary work and a transfer of capital and \$95,000 to be transferred as needed from the General Fund to offset said expenditure.

C. Facilities & Operations

D. Education

1. Committees on Special Education

The Board approves the following recommendations of the Committees on Special Education: Meetings held February 10, 11, 23, 25, March 1, 2016

2. Special Education Instructional Services Agreement

The Board approves the Special Education Instructional Services Agreement between the Comsewogue School District and the Port Jefferson School District, for a specific student for the 2015-2016 school year; and further, authorizes the Board President to execute said Agreement.

March 12, 2016

A special meeting of the Port Jefferson School District Board of Education was held on March 12, 2016 at the District Office. Present at the 9:06 a.m. call to order by President Kathleen Brennan were Vice-President Mark Doyle, Board Members Ellen Boehm, Adam DeWitt, Robert Ramus, Vincent Ruggiero and Tracy Zamek. Mrs. Brennan acted as Clerk pro tem.

Motion was made by Mrs. Boehm, seconded by Mrs. Zamek and carried 7-0 that the Board enter executive session to discuss a personnel matter.

At 11:16 a.m., the Board reentered general session. Motion was made by Mrs. Boehm, seconded by Mr. DeWitt and carried 7-0 to adjourn.

March 22, 2016

A special meeting/work session of the Port Jefferson School District Board of Education was held on March 22, 2016 at Edna Louise Spear Elementary School. Present at the 6:33 p.m. call to order by President Kathleen Brennan, were Vice-President Mark Doyle, Board Members Ellen Boehm, Robert Ramus, Vincent Ruggiero, and Tracy Zamek, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Member Adam DeWitt arrived at 6:57 p.m.

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

At 6:55 p.m., the Board reentered general session.

WORK SESSION

Mrs. Hull and ENL teachers gave a presentation on Implementation of the New Part 154 Regulations, English as a New Language. Discussion followed.

BOARD BUSINESS

Motion was made by Mr. Ruggiero, seconded by Mrs. Zamek, and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Board Business resolution numbered 1 appearing on the March 22, 2016 Special Meeting/Work Session agenda:

1. Education Law Section 913 - IT IS HEREBY RESOLVED, pursuant to Education Law Section 913, that a tenured employee, whose identity is known to the Board of Education, is hereby directed to report for an examination in order to determine the capacity of such person to perform said employee's duties with the Port Jefferson Union Free School District. Said examination will be conducted by a medical professional selected by the School District on a mutually agreeable date(s) and time.

NEW BUSINESS

Motion was made by Mr. DeWitt, seconded by Dr. Doyle and carried 7-0 that the Board designate April 19, 2016 as a special meeting for the purpose of voting on the Eastern Suffolk BOCES 2016-2017 Budget and Trustee Election, 5:00 p.m., at the District Office.

EXECUTIVE SESSION

At 7:57 p.m., motion was made by Mr. Ruggiero, seconded by Mr. DeWitt, 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.

ADJOURNMENT

At 8:54 p.m., the Board reentered general session. Motion was made by Mrs. Boehm, seconded by Dr. Doyle, and carried 7-0 to adjourn.
