

January 8, 2019

The regular monthly business meeting of the Port Jefferson School District Board of Education was held on January 8, 2019 at Edna Louise Spear Elementary School. Present at the 6:06 p.m. call to order by President Kathleen Brennan, were Vice President Tracy Zamek, Ryan Biedenkapp, Ellen Boehm, Rene Tidwell, Ryan Walker, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, and Assistant Superintendent of Curriculum and Instruction Jessica Schmettan. Board Member David Keegan arrived at 6:16 p.m.

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

## RECOGNITION

Middle School and High School 8:1:1 Special Education teachers were recognized.

## MINUTES

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

- Regular Meeting December 11, 2018
- Special Meeting December 20, 2018

## PUBLIC COMMENT

Mrs. Brennan opened the first public comment portion of the meeting.  
A.Lustig – School start time, LIPA, 2019-2020 Budget

## REPORTS

Student Representative Chloe Andriani reported on high school events.

The report from the Superintendent of Schools included:

- Armed Forces Tribute update
- Town of Brookhaven LIPA settlement update
- A presentation by Dr. Cahill on the Special Education Life Skills Program

The report from the Board President included:

- Happy New Year
- Superintendent Search Community Meeting
- Special Meeting January 29, 2019 with the Superintendent Search Consultant

Committees:

Mrs. Boehm – Audit Committee no meeting

Mr. Keegan – Facilities and Finance Committees to meet January 10, 2019

Mrs. Zamek – Policy Committee meeting held January 2, 2019

Mrs. Brennan – Curriculum Committee meeting held January 2, 2019

SEPTA President, Karen Sullivan, reported on SEPTA activities.

#### BOARD CONSENT AGENDA

Mrs. Brennan read into the record a revision to resolution A.1, the addition of resolution A.13, and a revision to resolution A.8. Motion was made by Mrs. Boehm, seconded by Mrs. Zamek, that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-13 with noted changes, appearing on the January 8, 2019, consent agenda. Motion was made by Mr. Walker, seconded by Mrs. Tidwell that the Board table resolution A.7 until the next meeting. Discussion ensued. Motion to table A.7 carried 4-3 (Mrs. Brennan, Mr. Keegan, Mrs. Zamek opposed). Motion was made by Mr. Keegan, seconded by Mrs. Zamek and carried 7-0 that the Board approve Personnel resolutions numbered 1-6 and 8-13, with noted changes, appearing on the January 8, 2019 consent agenda.

Motion was made by Mr. Keegan, seconded by Mrs. Zamek and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-7 appearing on the January 8, 2019 consent agenda. Mrs. Brennan acknowledged the donations, resolutions B.2, 3 and 4.

Motion was made by Mr. Walker, seconded by Mr. Keegan and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Facilities and Operations resolution numbered 1 appearing on the January 8, 2019 consent agenda.

Motion was made by Mrs. Zamek, seconded by Mr. Biedenkapp and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-3 appearing on the January 8, 2019 consent agenda.

#### OLD BUSINESS

Mrs. Tidwell inquired about the status of making school messenger available to the community. Mr. Leister gave an update as to how it would work.

#### NEW BUSINESS

#### PUBLIC COMMENT

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

#### ADJOURNMENT

At 8:44 p.m., motion was made by Mr. Keegan, seconded by Mrs. Tidwell, and carried 7-0 to adjourn.

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**CONSENT AGENDA**

**January 8, 2019**

**A. Personnel**

1. Appointment – Teaching Assistant

~~The Board approves the appointment of Gregory Cantwell as a Teaching Assistant, on a probationary basis, effective January 9, 2019, in accordance with the negotiated agreement with the United Paraprofessionals' Association of Port Jefferson.~~

The Board approves the appointment of Gregory Cantwell as a Teaching Assistant, on a probationary basis, effective on or about February 1, 2019, pending issuance of Teaching Assistant certification, in accordance with the negotiated agreement with the United Paraprofessionals' Association of Port Jefferson.

2. Appointment – Teaching Assistant

The Board approves the appointment of James Sinclair, as a Teaching Assistant, on a probationary basis, effective on or about January 22, 2019, in accordance with the negotiated agreement with the United Paraprofessionals' Association of Port Jefferson.

3. Appointment – Community Fitness Instructor

The Board approves the appointment of Frank McCoy as a volunteer Community Fitness Instructor for the 2018-2019 school year, contingent upon fingerprint clearance by the NYS Department of Education.

4. Creation of New Club – Royal Athletic Club

The Board approves the creation and implementation of the Royal Athletic Club at the High School; and approves Adam Sherrard as a volunteer club advisor.

5. Appointment – Lifeguard

The Board approves the appointment of the following Lifeguards for the 2018-2019 school year, for Community Swim at Edna Louise Spear Elementary School pool, at the rate of \$13.00 per hour, contingent upon fingerprint clearance by the NYS Department of Education.

Kelli Booker  
Amelia Zamek

6. Appointment – Interpreter/Translator

The Board approves the following Interpreter/Translator for the 2018-2019 school year, in accordance with NYSED CR Part 154 and the negotiated agreement with the Port Jefferson Teachers Association:

Jennifer Mezzatesta – Spanish

7. *Appointment – Substitute Part Time Guards (TABLED)*

*The Board approves the appointment of the following as substitute part time Guards, at the rate of \$23.00 per hour, for the 2018-2019 school year:*

*Jason Barone*

*Alfred O’Dea*

8. Appointment – Regents Exam Preparation

The Board approves the services of the following teacher for a 2 hour Regents exam preparation session after school, during January 2019, in accordance with the negotiated agreement with the Port Jefferson Teachers’ Association:

~~Taylor Forstell – Global History~~

Melissa Garcia – Chemistry

Nicole Sklar – Earth Science

Jesse Rosen – Global History

Kelly Spencer – English Language Arts

9. Substitutes

The Board approves the following substitute appointments for the 2018-2019 school year:

Teacher: Matthew Andrew  
Adrianna Magno  
Ann MacIntyre

Teaching Assistant: Natalie Buck  
Serkan Karasu  
Crystal Fuerst

10. Appointment – District Office Petty Cash

The Board rescinds the appointment of Janice Baisley as custodian of the District Office petty cash fund for the 2018-2019 school year; and, appoints Kathleen Hanley as custodian of the District Office petty cash fund for the 2018-2019 school year, effective January 1, 2019.

11. Amendment – Employee Agreement

The Board approves an amendment to the employment agreement of Regina Booker to reflect an increase in salary of \$1,060.00 for the 2018-2019 school year.

12. Memorandum of Agreement – Office Staff Association

The Board approves a certain Memorandum of Agreement dated January 8, 2019, between the Port Jefferson Union Free School District and the Port Jefferson Office Staff Association.

13. Appointment – Office Assistant

The Board approves the appointment of Laura DeLusso Arato, as an Office Assistant, on a probationary basis, effective on or about January 22, 2019, in accordance with the Suffolk County Civil Service Department and the negotiated agreement with the Port Jefferson Office Staff Association.

**B. Finance**

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of November

Cash Flow Analysis - Month of November

New Budget Transfers

November Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	24, 27-31
School Lunch Fund	No Warrants
Federal Fund	7, 9-10
Capital Fund	11-12, 14
Trust & Agency	No Warrants
Payroll	11-12
Scholarship Fund	No Warrants
CD Investment	No Warrants

Trial Balance - July 2018 – November 30, 2018

Revenue Budget Status - July 2018-June 2019

Appropriation Status Report - July 2018-June 2019

Budget Transfers - Month of November

Approved Fundraisers

2. Donation

The Board gratefully accepts the donation of Islanders Floorball equipment from the New York Islanders.

3. Donation

The Board gratefully accepts the donation from the Port Jefferson 2017-2018 5<sup>th</sup> Grade Committee to the Port Jefferson School District in the amount of \$2,000.00 to offset the cost of the United Skates of America 6<sup>th</sup> grade field trip.

4. Donation

The Board gratefully accepts the donation of tennis equipment and access to tennis curriculum from the USTA Eastern Section Long Island.

5. Services

The Board approves the services of Daniel Moloney, Kristen Vadaz, Catherine Hantz and Glynnis Nau-Ritter as instructors of the STEM Program, SUNY Stony Brook for 2018-2019 school year.

6. Health Services Contracts

The Board approves the health services contracts with each of the following districts for Port Jefferson students attending non-public schools located outside the District for the 2018-2019 school year:

Smithtown CSD	Three Village CSD
West Islip UFSD	Middle Country CSD
Riverhead CSD	South Huntington UFSD
Syosset CSD	

7. Health Services Contracts

The Board approves the health services contracts with each of the following districts for children attending Our Lady of Wisdom School for the 2018-2019 school year:

Comsewogue CSD	Longwood CSD
Mount Sinai UFSD	Middle Country CSD
Miller Place UFSD	Rocky Point UFSD
Smithtown CSD	Shoreham-Wading CSD
Three Village CSD	William Floyd UFSD

**C. Facilities & Operations**

1. Surplus Property

The Board declares the attached list of calculators as surplus property; and, authorizes the Deputy Superintendent to dispose of same in the best interest of the District.

**D. Education**

1. Committees on Special Education

The Board approves the recommendations of the Committees on Special Education for meetings held: Nov. 26, 28, 29, 2018 and Dec. 3, 4, 5, 7, 10, 11, 12, 2018

2. Cross Contract Services

The Board approves cross contract services with the Middle Country School District for the placement of two special education students for the 2018-2019 school year.