

The regular monthly business meeting of the Port Jefferson School District Board of Education was held on November 12, 2019 at Edna Louise Spear Elementary School. At 6:34 PM, President Boehm called the meeting to order.

Members Present: Ellen Boehm, Board President
Tracy Zamek, Board Vice President
Randi DeWitt
Rene Tidwell
Ryan Walker
Ryan Biedenkapp
Dave Keegan,

Also Present: Jessica Schmettan, Superintendent of Schools
Sean Leister, Deputy Superintendent
Christine Austen, Assistant Superintendent of Curriculum and Instruction

Motion made by Mrs. DeWitt seconded by Mrs. Zamek and carried 7-0 that the Board enter executive session to discuss legal and personnel matters.

At 7:25 PM motion was made by Mrs. Tidwell, seconded by Mrs. DeWitt and carried 7-0 to end executive session and move to the LGR for general session.

RECOGNITION

Adam Sherrard, Director of Health, Athletics & PE recognized the Boys Varsity Cross Country Team.

MINUTES

Motion made by Mrs. Zamek, seconded by Mr. Biedenkapp, and carried 7-0 for the Board to approve following minutes:

- Regular Meeting held October 15, 2019
- Special Meeting held October 29, 2019

PUBLIC COMMENT

Mrs. Boehm opened the first public comment portion of the meeting.

- Drew Biondo – School Messenger
- Arnold Lustig – Later school start times

REPORTS

Student Representative Sophia Knapp reported on Out of Darkness Walk, food drive, Frost Valley Trip, SAT & winter sports season.

Mrs. Schmettan's report included:

- Thanking everyone for their support
- School-Community Partnership
- Veterans' Day and Armed Forces Tribute

Mrs. Austen, Mr. Haruthunian & Dr. Caravello presented modifications to secondary programs.

Committee reports given as follows:

Mrs. Zamek – Curriculum Committee will be meeting on November 20

Mrs. Tidwell - Finance Committee meeting held on November 4

Mr. Walker – Facilities Committee meeting held on October 21

Mrs. Tidwell – Policy Committee meeting held on October 29 and November 4

BOARD CONSENT AGENDA

PERSONNEL

- Motion made by Mr. Keegan, seconded by Mrs. DeWitt and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Personnel Resolutions numbered 1-7 appearing on the November 12, 2019 consent agenda.

FINANCE

- Motion made by Mrs. Zamek, seconded by Mrs. DeWitt and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Finance Resolutions numbered 1-7 appearing on the November 12, 2019 consent agenda.

FACILITIES & OPERATIONS

- Motion made by Mrs. Tidwell, seconded by Mr. Biedenkapp and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Facilities & Operations Resolutions numbered 1-2 appearing on the November 12, 2019 consent agenda.

EDUCATION

- Motion made by Mrs. DeWitt, seconded by Mr. Keegan and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Education Resolutions 1-5 appearing on the November 12, 2019 consent agenda.

OLD BUSINESS

NEW BUSINESS

- Board approves unanimously the following:
 - New Policy 8121.1 & 8121.1R Opioid Overdose Prevention be accepted for first reading
 - Policy 5420 & Policy 5420R Student Health Services be accepted for first reading with highlighted changes and strikeouts
 - Policy 5421 Administering Medication to Students will be deleted after Policy 5420 & 5420R is adopted at next meeting.
- Motion made by Mrs. Zamek, seconded by Mr. Keegan and carried 7-0 that the Board accept for first reading and adoption Policy 9520.2 Family & Medical Leave

PUBLIC COMMENT

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

- Arnold Lustig – sunscreen in Policy 5420

ADJOURNMENT

At 8:37 PM, motion was made by Mrs. Tidwell, seconded by Mr. Walker and carried 7-0 to adjourn.

CONSENT AGENDA

A. Personnel

1. Appointment – Substitutes

The Board approves the following substitute appointments for the 2019-2020 school year:

Teacher
Charles Pidgeon

Teaching Assistant
Jeanine Regini
Patricia Doyle

Teacher Aide
Jade Lawrence

2. Leave Extension – Teacher of Language Arts

The Board approves the request of Kayleen Everitt, teacher of English Language Arts, for an extension of her present leave of absence from on or about November 8, 2019 to on or about June 30, 20192020, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

3. Leave Replacement – Teacher of Language Arts

The Board extends the leave replacement appointment of Taylor Thomas, as a teacher of English Language Arts (for Kayleen Everitt), on a substitute basis from on or about November 8, 2019 to on or about June 30, 2020, at Level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

4. Additional Class Assignment

The Board approves the following extra class assignment for the 2019-2020 school year in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

Mary Lyons - ES – ENL, Full Year, Every Day, effective October 17, 2019

5. Appointment – PSAT/SAT/ACT Proctor

The Board approves the following as PSAT/SAT/ACT Proctor appointment for the 2019-2020 school year at the rate of \$38.58 per hour, on an as needed basis:

Jesse Rosen

6. Appointment – Coaches

The Board approves the appointment of the following coaches for the 2019-2020 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association, contingent upon possession of Temporary Coaching License, First Aid, and CPR certifications:

Appoint - Jeffrey Trelewicz - Volunteer MS Girls Volleyball Coach
Appoint - David Kamen - JV Boys Basketball Coach
Appoint - John Poulianos - Substitute MS Boys Soccer Coach from
10/24/19 to on or about 10/31/19

7. Settlement Agreement – Non Instructional Employee

The Board of Education approves the following resolution:

BE IT RESOLVED, that the Board of Education of the Port Jefferson Union Free School District, having reviewed in executive session a settlement agreement involving a non-instructional employee of the District, hereby approves such settlement agreement; and

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes and directs the President of the Board of Education to execute such settlement agreement on behalf of the Board.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of August
Cash Flow Analysis - Month of August
New Budget Transfers

August Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	5, 8-10
School Lunch Fund	2-3
Federal Fund	No Warrants
Capital Fund	1-2
Trust & Agency	1-2

Payroll 3-4
Scholarship Fund No Warrants
CD Investment No Warrants
Trial Balance - July 2019 – August 2019
Revenue Budget Status - July 2019-June 2020
Appropriation Status Report - July 2019-June 2020
Budget Transfers - Month of August
Approved Fundraisers

2. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of September
Cash Flow Analysis - Month of September
New Budget Transfers
September Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	12-16
School Lunch Fund	4-6
Federal Fund	1
Capital Fund	3-4
Trust & Agency	3-6
Payroll	5-6
Scholarship Fund	No Warrants
CD Investment	No Warrants

Trial Balance - July 2019 - September 30, 2019
Revenue Budget Status - July 2019-June 2020
Appropriation Status Report - July 2019-June 2020
Budget Transfers - Month of September
Approved Fundraisers
ExtraClassroom Activity Report – July-September 2019

3. Budget Development Calendar

The Board approves the attached 2020-2021 Budget Development Calendar.

4. Donation

The Board gratefully accepts the donation of \$1,000.00 from Long Island Salt Savages, Mr. John Gaudio, to the Port Jefferson School District Fishing Club.

5. Donation

The Board gratefully accepts the following donations made to the Port Jefferson School District Fishing Club:

Ryan Simmons	7 fishing poles
Thomas Ford	4 fishing poles, 5 reels, 7 pole/reel combos & 20 lb. mono test line
Kevin Florindo	3 surf casting poles & a fishing net
David Guzzetta	fly rod, 3 reels, and fishing gear
John Monaco	20 bags of gulp, 2 pole/reel combos, & fishing gear
Frankie Denicola	2 fishing rods & 2 reels
AllPro	Care package of fishing gear
Dennis Glynn	2 fishing rods & 2 reels

6. Audited Financial Statements

The Board approves the following resolution: That the Port Jefferson Union Free School District accepts the audited 2018-2019 Financial Statements from the external auditor, R.S. Abrams for the fiscal year ended June 30, 2019; and further, the Deputy Superintendent is authorized to submit the corrective action plan to the New York State Comptroller's Office.

7. Elementary School Co-curricular Club

The Board approves the creation and implementation of the Science Club at the Elementary School.

C. Facilities & Operations

1. Surplus – Textbooks

The Board declares the attached list of Middle School textbooks as surplus property and directs the Deputy Superintendent to dispose of the same in the best interest of the School District.

2. Appointment – Alternate Title IX Compliance Agent

The Board approves the appointment of the Business Office Operations Supervisor as the alternate Title IX Compliance Officer for the 2019-2020 school year.

D. Education

1. Committees on Special Education

The Board accepts the recommendations of the Committees on Special Education for the following meetings: August 21, 2019, September 26, 2019, October 3, 7, 8, 10, 15, 16, 18, 21, 22, 2019.

2. Special Education Provider

The Board approves the contract with the Developmental Disabilities Institute for the placement of one special education student, for the 2019-2020 school year, and authorizes the Board President to execute such agreement.

3. Contract Amendment – New York Therapy Placement Services

The Board of Education approves the contract amendment to the 2019-2020 contract between New York Therapy Placement Services and Port Jefferson UFSD.

4. Scoring NYS Assessments

The Board of Education approves the services of Educational Vistas, Inc. (EVI) for scoring of the NYS assessments for grades 3-8 ELA & Math, and grades 4 & 8 Science, for April - June of 2020.

5. Stipulation Agreement

The Board approves the stipulation agreement between the District and the parents of a student for the provision of related services through the Marra & Glick from July 1, 2019 through December 31, 2019, and authorizes the Board President to execute said agreement.