

November 18, 2008

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on November 18, 2008 at Edna Louise Spear Elementary School. Present at the 7:30 p.m. call to order by Vice-President Robert Frey, were Board Members Joseph Camarda, Lauren Hubbard, Robert Ramus and Elisa Scott, Superintendent of Schools, Max Riley, and District Clerk, Janice Baisley. Board Member Mary Beth Collins arrived at 7:35 p.m. Board President Stacey Zink was absent.

Motion was made by Mr. Ramus, seconded by Ms. Scott and carried 5-0 that the Board approves the minutes of the following meetings:

Regular Meeting held October 14, 2008

Special Meeting held October 29, 2008

Dr. Frey announced the open forum.

A. Lustig

- school district liability in regard to student's driving off campus
- next meeting of Safe and Drug Free Schools Committee
- decision by Board on having a closed campus

Discussion. Dr. Hubbard emphasized the need to have a community conversation on open and closed campus.

L. Steiner

- submitted a petition to have the 8th grade Boston trip remain a two day trip.

Discussion. Dr. Hubbard asked if the Board would be receiving a recommendation from the Superintendent on this and asked to receive specific information on the trip. Dr. Riley indicated that he would provide the Board with detailed trip information.

Unknown

- elementary program cuts
- Mrs. Burke's assignments

D. Ramus

- reported on PTA goals and activities

Unknown

- reinstatement of the Artist-in-Residence Program

J. Poten

- class size at the elementary school
- clarification of Mrs. Burke's title and assignment

J. Abbonizio

- concerned with elementary school reading program

L. Alter

- status of Assistant Principal position at the elementary school
- posting of Principal position
- crisis plan for the building

P. Shivello

- critical analysis class
- substitute teacher interview

T. Tsunis

- Junior Great Books Program
 - asked that the selection criteria for reading and math enrichment be looked at
 - securing a copy of math enrichment book
- Discussion.

E. Takajian

- inquired about International Learning Site

D. Kahn

- elementary school schedule

D. Keegan

- asked how teachers communicate student information from one year to the next
- inquired about the process by which children are selected for enrichment

J. Dehart

- special education services
- character education program

Unknown

- Middle School girls' volleyball team
- Discussion.

A. Lustig

- breakdown in communication
- need for everyone to understand role in decision making

T. Tsunis

- how long before students have more blocks of time with the classroom teacher
- Discussion.

The report from the Superintendent of Schools included the following:

- Reorganization of Pullout Services
- FLES
- Strategic Plan Template
- Central Registration Position
- E-Policy
- Character Education
- Recognition of Support Staff
- Long Island Challenge

Discussion ensued.

- Mr. Ramus asked Dr. Riley for an update on the implementation of RTI and UDL.
- Dr. Hubbard suggested that the strategic plan template include a section to note any offset in costs.

Reports were given as follows:

Audit Committee - Elisa Scott

Student Representative - Michele Witrock
- high school activities and events

Mr. Camarda commented on his observation of the positive reinforcement of team work by coaches and indicated that he would like to see some type of recognition to the coaches and players in regard to teamwork and unity. Mr. Ramus echoed Mr. Camarda's comments.

CONSENT AGENDA

The District Clerk read into the record the following resolution amendments:

A. Personnel 3. - Change from .4 Per Diem Substitute Librarian/.6 Teaching Assistant to .4 Leave Replacement Library Media Specialist/.6 Teaching Assistant

D. Education 4. - Withdrawn by the Superintendent

Motion was made by Ms. Collins, seconded by Dr. Hubbard and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve the following resolutions: A. Personnel - resolutions numbered 1 - 20

Motion was made by Ms. Scott, seconded by Mr. Ramus that as recommended by the Superintendent of Schools, the Board approve the following resolutions:

B. Finance - resolutions numbered 1 - 3

Mr. Ramus inquired how the donation from the Down Syndrome Foundation would be used. Discussion. Motion carried 6-0.

Motion was made by Ms. Collins, seconded by Dr. Hubbard that as recommended by the Superintendent of Schools, the Board approve the following resolutions:

C. Facilities and Operations - resolutions numbered 1 - 7

Dr. Hubbard commented on the energy conservation program. Motion carried 6-0.

Motion was made by Ms. Collins, seconded by Mr. Ramus and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve the following resolutions: D. Education - resolutions numbered 1 - 3

Amy McClelland was recognized and congratulated on receiving tenure.

OLD BUSINESS

Motion was made by Ms. Collins, seconded by Mr. Ramus and carried 6-0 that the Board approve the following policies presented for a second reading and adoption:

| | |
|--------|--|
| 6690 | Audit Committee |
| 6720 | Competitive Bidding Requirements |
| 6800 | Payroll Procedures |
| 9720.1 | Research Conducted in School |
| 9810.3 | Bargaining Teams |
| 9900 | Surreptitious Recording of Conversations |
| 9120.1 | Nepotism and Patronage |

NEW BUSINESS

Motion was made by Ms. Collins, seconded by Ms. Scott and carried 6-0 that the Board accept the following policies for a first reading:

| | |
|------------|---|
| 8505 | Meal Charging Policy |
| 6240 | Investments |
| 6215 | Senior Citizens' Exemption - Delete |
| 6832-R * | Cellular Telephone Regulation |
| 6700-R * | Purchasing Policy Regulation |
| 6670-R * | Petty Cash Accounts Regulation |
| 6240-R * | Investments Regulation |
| 6550-E.1 * | Conflict of Interest Disclosure Exhibit |
| 6720-R * | Competitive Bidding Procedures Regulation |
| 6690-E * | Audit Committee Charter Template |

* - Delete from Board Policy and add to Administrative Regulations

Motion was made by Ms. Collins, seconded by Dr. Hubbard and carried 6-0 that the Board approve the following Board Member Committees for the 2008-2009 school year:

- Curriculum
- Finance & Facilities
- Technology

Dr. Frey asked that Board members contact the Board President with interest on serving on the committees.

Dr. Hubbard commented on a letter from the Brookhaven Cluster of Superintendents to the Town Supervisor regarding timeliness of tax information to school districts and asked whether the school district should send a letter in support of the letter from Superintendents. Discussion ensued. Motion was made by Dr. Hubbard, seconded by Ms. Collins and carried 6-0 that a letter be sent from the Board to the Town Supervisor echoing the sentiments of the Superintendents. Mr. Camarda commented on the need for a 3 -5 year strategic budget plan. Dr. Riley indicated that he would draft the letter for the Board President's signature and share it with Board members for comment.

Dr. Riley reported on his visit to a 3rd grade class and read excerpts from the class' Wonder Book.

Dr. Frey announced the second open forum.

Unknown

- inquired as to how the change in schedule will be handled with the children

D. Marsoni

- need for teachers to be empowered to teach students why and how

T. Tsunis

- student golfer made a hole-in-one

C. Famularo

- looking forward to plans for middle and high school enrichment

At 9:50 p.m., motion was made Ms. Collins, seconded by Ms. Scott and carried 6-0 to adjourn.

A. Personnel

1. Creation of Position - Office Applications Specialist

The Board approves the creation of an Office Applications Specialist for the Office of Technology and Central Registration in accordance with the negotiated agreement with the Port Jefferson Office Staff Association and the Suffolk County Department of Civil Service.

2. Approval of Extra Stipend Appointments

The Board approves the following extra-stipend appointments for the 2008-2009 school year:

| | |
|-----------------------------|---|
| Title I Coordinator | Lynn Pellegrino |
| <i>Elementary School:</i> | |
| After-School Library | Laura Martin |
| <i>Middle School:</i> | |
| Drama Club | Amy Castaldo |
| Mathletes | Michael Carlson / Megan Ventimiglia |
| Science Olympiad | Nancy Matura / Brian Chalmers |
| Yearbook | Megan Ventimiglia |
| Academic Team | Pete Burawa |
| Concert Band Grade 6 | Christine Creighton |
| Concert Orchestra Grade 6 | Nicole Bleistein |
| Concert Orchestra Grade 7/8 | Francesca Jourawleff |
| Concert Chorus Grade 6 | Katie Bernius |
| Concert Chorus Grade 7/8 | Katie Bernius |
| <i>High School:</i> | |
| Leo Club | Maria Llorens for Brian Snow who resigned |

3. Appointment - ~~.4 Per Diem Sub Librarian~~ .4 FTE Leave Replacement Library Media Specialist / .6 Teaching Assistant

The Board approves the appointment of Stephanie Marigliano as ~~.4 FTE per diem substitute Librarian~~ .4 FTE Leave Replacement Library Media Specialist / .6 FTE Teaching Assistant effective October 14, 2008 for the remainder of the 2008-2009 school year.

4. Appointment - .5 FTE Teaching Assistant

The Board appoints Mark Allwang as a .5 FTE Teaching Assistant for a specific student effective November 19, 2008 for the remainder of the 2008-2009 school year, in accordance with the negotiated agreement with the Port Jefferson Paraprofessionals' Association.

5. Reappointment - Teacher Aide

The Board reappoints Pamela Kirchner as a Teacher Aide, for a specific student effective November 3, 2008 for the remainder of the 2008-2009 school year, in accordance with the negotiated agreement with the Port Jefferson Paraprofessionals' Association.

6. Reappointment - Teacher Aide

The Board reappoints Mary Jo Zimmerman as a Teacher Aide effective October 14, 2008 for the remainder of the 2008-2009 school year, in accordance with the negotiated agreement with the Port Jefferson Paraprofessionals' Association.

7. Additional Assignment

The Board approves the following additional assignments for the 2008-2009 school year:

Brian Snow - .2 FTE to instruct an elective course

Jonathan Maletta - one additional instructional period per six day cycle for AP Environmental Lab

Michele Krivosta - one additional instructional period per six day cycle for AP Chemistry Lab

8. Increase in Hours - P/T Network Systems Technician

The Board approves the increase in hours for Doug Poat, part-time Network Systems Technician, from 15 hours per week to not to exceed 20 hours per week, for the 2008-2009 school year.

9. Extension of Appointment - Computer Services

The Board approves the extension of appointment for Michael Poat from September - November 2008, for assistance in the technology department on a part-time basis at the rate of \$9.00 per hour.

10. Tenure Recommendation - Speech Teacher

The Board grants tenure to Amy McClelland as a teacher of Speech Language effective November 19, 2008.

11. Request for Leave - Guidance Counselor

The Board grants the request of Jessica Peterson for a leave of absence for the period February 7, 2009 - June 30, 2009, in

accordance with her letter dated October 31, 2008 and the negotiated agreement with the Port Jefferson Teachers' Association.

12. Request for Leave - Music

The Board grants the request of Katie Bernius for a leave of absence for an eight week period commencing January 19, 2009, in accordance with her letter dated October 8, 2008 and the negotiated agreement with the Port Jefferson Teachers' Association.

13. Request for Leave - Speech

The Board grants the request of Amy McClelland for a leave of absence for the period December 8, 2008 - June 30, 2009, in accordance with her letter dated October 7, 2008 and the negotiated agreement with the Port Jefferson Teachers' Association.

14. Leave Replacement Appointment - Speech

The Board appoints Kevin Louser as Speech Language teacher on a leave replacement basis (for Amy McClelland) for the period December 1, 2008 - June 30, 2009, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

15. Appointment - Substitutes

The Board approves the following substitutes for the 2008-2009 school year:

| | |
|--------------------|--------------------------|
| June Crovello | Teacher |
| Allyson Nuss | Teacher |
| Emily Fleckenstein | Aide/Assistant/Lifeguard |

16. Retirement - Custodial Worker

The Board accepts the letter of intent to retire from Joseph Gumbus effective November 7, 2008.

17. Appointment - Coaches

The Board approves the appointment of the following coaches for the 2008-2009 school year:

| | |
|-------------------|-----------------------------------|
| Mary Fleckenstein | Boys Independent Varsity Swimming |
| Kevin Rowett | Boys Independent Varsity Swimming |
| Sean Sullivan | Varsity Winter Track Assistant |
| Sean Sullivan | Varsity Spring Track Assistant |

| | |
|----------------|--------------------------------------|
| Alicia Torres | Varsity Winter Cheerleading |
| Nicholas Kagel | Assistant Girls Basketball Volunteer |
| Debra Mazza | Softball Assistant Varsity |

18. English Language Arts Prep Academy

The Board approves the services of the following in connection with the Middle School ELA Prep Academy, 8 weeks, 2 times per week, 1 hour 15 minutes per session, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

| | |
|---------------------------|------------------------------------|
| Grade 6 | Charles Ruoff / Jeanette Plonski |
| Grade 7 | Deirdre Filippi / Bonnie Quaterone |
| Grade 8 | Kristyn Rickmers / Allison Heron |
| Lori Buynoch (substitute) | |

19. Math A Prep Academy

The Board approves the services of the following in connection with High School Math A Prep Academy, 6 weeks, 2 times per week, 1 hour 15 minutes per session, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

Christopher DeMario
Winifred Lento
Michael Carlson and Jamie Veraldi (substitutes)

20. Memorandum of Agreement -

A Board approves a certain Memorandum of Agreement between the District and the Port Jefferson Teachers Association regarding lunch for pre-kindergarten teachers.

B. Finance

1. Acceptance of Donation

The Board gratefully accepts the donation of \$500.00 from the Down Syndrome Advocacy Foundation.

2. Extra-Classroom Activity Funds

In accordance with auditing regulations, the Board directs that balances remaining in an extra classroom activity club account that is no longer needed be transferred to the following respective designated accounts:

| | |
|----------------------|---------------|
| Student Organization | High School |
| Student Council | Middle School |

Class Activities

Elementary

3. Designation of Interest Earning Clubs

The Board designates the following as clubs receiving interest earnings:

Student Organization

High School

Student Council

Middle School

Class Activities

Elementary

C. Facilities and Operations

1. Surplus Property

The Board declares the 21 cubic foot Frigidaire refrigerator located in the middle school as surplus property and directs the Assistant Superintendent for Business to dispose of same in the best interest of the district.

2. Food Service / Wellness Project

The Board approves the special project with Eastern Suffolk BOCES related to school food service and wellness.

3. Demographics Study

The Board approves the services of Western Suffolk BOCES to conduct a demographics study of the Port Jefferson School District.

4. Risk Assessment Update and Fixed Asset Audit

As recommended by the Audit Committee, the Board approves Rizzi, Schwarz and Taraskas to perform a risk assessment update and fixed asset audit for the 2008-09 school year.

5. District Architect

The Board appoints JAG Architects as the district's architect for the 2008-2009 school year.

6. Software Program

The Board approves the purchase of the School Dude Software Program through Eastern Suffolk BOCES.

7. Energy Conservation

The Board authorizes the issuance of a request for proposal for energy conservation services.

D. Education

1. Cross Contract Services

The Board approves the Service Agreement for Education of Out-of-District Student for a particular student for the 2007-2008 and 2008-2009 school years.

2. Special Education Service Providers

The Board approves the following special education providers for the 2008-2009 school year:

Complete Rehabilitation Consultants
Gayle E. Kligman Therapeutic Resources
Accessible Learning Technology Alternatives
Ann E. Gordon Associates

3. Trip Abroad

The Board approves the proposed trip to France, for AP French students, during the 2009 Spring Recess.

4. Staff Development - *WITHDRAWN BY SUPERINTENDENT*

~~The Board approves the travel and related expenses for Robert Hagan and Jesse Rosen to establish an international service learning site in Vietnam.~~