

January 24, 2012

A work session meeting of the Port Jefferson Union Free School District Board of Education was held on January 24, 2012 at Edna Louise Spear Elementary School. Present at the 6:38 p.m. call to order by President Mark Doyle were Vice-President Kathleen Brennan, Board Members Lauren Hubbard, Dennis Kahn, James Laffey, Isak Prohovnik, and Robert Ramus, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Pupil Personnel Services Donna Guiffre, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley.

Motion was made by Mr. Ramus, seconded by Dr. Kahn and carried 7-0 that the Board enter executive session to discuss negotiations and personnel matters.

At 7:05 p.m., the Board reentered general session.

Interim Elementary Principal Thomas Meehan, gave a presentation on class size and the elementary schedule. A question and answer period followed.

Plant Facilities Administrator Fred Koelbel and Assistant Superintendent for Business Sean Leister, gave a presentation on capital projects and equipment needs. A question and answer period followed.

Dr. Bossert announced that Building Principal Roseann Cirnigliaro would be making a presentation on the secondary program schedule at the February 14, 2012 Board meeting.

At 8:00 p.m., motion was made by Dr. Kahn, seconded by Mr. Ramus and carried 7-0 that the Board reenter executive session. The District Clerk left the meeting and Dr. Doyle acted as Clerk pro tem.

At 9:56 p.m., the Board reentered general session. Motion was made by Dr. Prohovnik, seconded by Mr. Ramus, and carried 7-0 to adjourn.

January 10, 2012

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on January 10, 2012 at Edna Louise Spear Elementary School. Present at the 6:40 p.m. call to order by President Mark Doyle were Vice-President Kathleen Brennan, Board Members James Laffey, Isak Prohovnik, and Robert Ramus, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Pupil Personnel Services Donna Guiffre, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Member Lauren Hubbard arrived at 6:43 p.m. Board Member Dennis Kahn was absent.

Motion was made by Dr. Prohovnik, seconded by Mr. Laffey and carried 5-0 that the Board enter executive session to discuss matters relating to grievances, student and personnel matters.

At 7:38 p.m. the Board entered general session.

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

Regular Meeting held December 13, 2011

Special Meeting held January 3, 2012

Dr. Doyle opened the Public Comment portion of the meeting.

A.Lustig – khan academy, mandated/non-mandated programs, contracts on website

REPORTS

Student representative, Nicole Capobianco, reported on high school activities.

The report from the Superintendent of Schools included the following:

- 2012-2013 Budget Proposal First Draft – Mr. Leister

A question and answer period followed.

The report from the Board President included the following:

- PTA Meeting
- 1/28/12 SCSSA Advocacy Workshop

Dr. Hubbard , Facilities Committee – Use of Facilities Policy being presented for first reading.

Mr. Leister, Audit Committee – Reviewed two resolutions appearing on the agenda recommended for approval by the committee, acceptance of the School Lunch Internal Audit and acceptance of the corrective action response to the External Auditor's Management Letter for the fiscal year ending June 30, 2011. Dr. Prohovnik inquired about answers to specific questions that were posed during committee in regard to the School Lunch Internal Audit. Discussion.

CONSENT AGENDA

Motion was made by Mrs. Brennan, seconded by Dr. Hubbard and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered A. 1-9 appearing on the January 10, 2012 consent agenda.

Motion was made by Dr. Hubbard, seconded by Mr. Laffey that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered B.1-4 appearing on the January 10, 2012 consent agenda. Dr. Prohovnik asked that B.2 be acted on separately. Motion amended to approve B.1, 3 and 4 carried 6-0. Discussion ensued regarding B. 2, Acceptance of the Internal Audit on School Lunch. Motion was made by Dr. Prohovnik, seconded by Mr. Ramus that B.2 be tabled until the Audit Committee receives the information requested. Discussion as to whether the requested information would change the School Lunch Internal Audit Report. Mr. Leister indicated that it would not. Motion to table B.2. failed 1-5 (Dr. Hubbard, Mr. Laffey, Mrs. Brennan, Mr. Ramus, Dr. Doyle opposed). Motion was made by Mr. Ramus, seconded by Dr. Hubbard and carried 5-1 (Dr. Prohovnik opposed) to approve resolution numbered B.2.

Motion was made by Mrs. Brennan, seconded by Mr. Ramus that as recommended by the Superintendent of Schools, the Board approve Facilities and Operations resolution numbered C.1 appearing on the January 10, 2012 consent agenda. Discussion. Motion carried 6-0.

Motion was made by Mr. Ramus, seconded by Mr. Laffey and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Education resolution numbered D.1 appearing on the January 10, 2012 consent agenda.

NEW BUSINESS

Motion was made by Dr. Hubbard, seconded by Mr. Ramus and carried 6-0 that the Board accept for a first reading revisions to Policy 1500 Public Use of Facilities.

Motion was made by Mr. Ramus, seconded by Dr. Hubbard and carried 6-0 that the Board approve the following resolution: Be it resolved that the Board of Education of the Port Jefferson Union Free School District hereby authorizes the initiation of affirmative litigation in Suffolk Supreme Court against the Port Jefferson Teachers' Association seeking to stay a certain demand for arbitration filed by the Port Jefferson Teachers' Association dated December 22, 2011, and authorizes its School Attorney to proceed with said litigation on the District's behalf.

Dr. Doyle announced the second public comment portion of the meeting.

A.Lustig – tax cap budget

At 9:10 p.m., motion was made by Mr. Laffey, seconded by Mr. Ramus and carried 6-0 to adjourn.

CONSENT AGENDA

1/10/12

A. Personnel

1. Substitutes

The Board approves the following substitutes for the 2011-2012 school year:

Teachers

Nicole Garcia
Jessica Lamb
Bari Marchfeld
Renee Oliva

Teaching Assistants

Nicole Garcia
Matthew Herrschaft
Jessica Lamb
Bari Marchfeld
Renee Oliva

Katherine Butera (not to exceed 40 days)

Teacher Aide

Julie Barrett
Jennifer Ehlen
Nicole Garcia
Matthew Herrschaft
Jessica Lamb
Bari Marchfeld
Renee Oliva

Custodian

Casey Vitti (contingent upon fingerprint clearance by the State Education Department)

2. Request for Leave – Guidance Counselor

The Board approves the request of Kerri Neligon, Guidance Counselor, for a leave of absence from February 27, 2012 to May 29, 2012, in accordance with Board Policy 9520.2 Family and Medical Leave and Article IX.B.9 of the negotiated agreement with the Port Jefferson Teachers' Association; further, the Board approves the request of Kerri Neligon, Guidance Counselor, for a childcare leave of absence from May 30, 2012 to June 30, 2012 in accordance with Article IX.F. of the negotiated agreement with the Port Jefferson Teachers' Association.

3. Request for Leave – Special Education Teacher

The Board approves the request of Melissa Zinger, Special Education Teacher, for a leave of absence from March 5, 2012 until March 30, 2012, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

4. Request for Extension of Leave – English Teacher

The Board approves the request for an extension of leave from Carrie Fleischer, teacher of English, from January 23, 2012 for the remainder of the 2011-2012 school year.

5. Extension of Leave Replacement Appointment

The Board approves the extension of the leave replacement appointment of Kayleen Moran (for Carrie Fleischer) from January 23, 2012 for the remainder of the 2011-2012 school year.

6. Appointment – Part-time Teacher Aide

The Board appoints Regina Spero as .615 FTE Teacher Aide effective January 11, 2012 for the remainder of the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Paraprofessionals' Association.

7. Appointment – Part-time Teaching Assistant

The Board appoints Bernadine Devlin as .615 FTE Teaching Assistant effective January 11, 2012 for the remainder of the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Paraprofessionals' Association.

8. Appointment - Lifeguards

The Board approves the following lifeguard appointments for the 2011-2012 school year:

Mary Fleckenstein, Head	Community Swim
Mairead Swords	Community Swim
Steven Bosch	Community Swim
Morgan Sakovich	Community Swim
Karin Holvik	Community Swim
Madison Crowe	Community Swim

9. Additional Class

The Board approves the extra class assignment for Jacqueline Gandolfo to teach an additional Resource Room class, three times per week, effective December 21, 2011 through the remainder of the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

B. Finance

1. Financial Reports

The Board accepts the financial reports.

2. Acceptance – Internal Audit on School Lunch

As recommended by the Audit committee, the Board accepts the Internal Audit on School Lunch for the 2010-2011 school year.

3. Acceptance – Corrective Action Response

As recommended by the Audit Committee, the Board accepts the corrective action response to the external auditor's management letter for the fiscal year ending June 30, 2011; and further, the Board authorizes the Assistant Superintendent for Business to submit the management letter and action plan to the New York State Comptroller's Office.

4. Scholarship

The Board accepts the scholarship donation in the amount of \$500.00 from the Suffolk Association of School Business Officials, to be awarded to graduating senior(s).

C. Facilities and Operation

1. Surplus Property

The Board declares the following as surplus property and authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district:

- a. (2) 5 bench bleachers
- b. Merlin phone equipment identified on the attached list
- c. Audiovisual equipment identified on the attached list

D. Education

1. CSE Recommendations

The Board accepts the recommendations of the Committees on Special Education.

C.I.B.

Merlin Legend PBX Phone System

System 2 - High School

Slot 0 - Processor

Slot 1 - 408 GS/LS MLX

Slot 2 - 408 GS/LS ATL

Slot 3 - 408 GS/LS ATL

Slot 4 - 408 GS/LS ATL

Slot 5 - 800 GS/LS

Slot 6 - 016 Ring Gen

Slot 7 - 016 Ring Gen

Slot 8 - 016 Ring Gen

Slot 9 - 800 GS/LS

Slot 10 - 800 GS/LS

Slot 11 - 800 GS/LS

Slot 12 - 007 Merlin Mail

Slot 13 - 016 MLX

Slot 14 - 016 MLX

Slot 15 - Empty

Slot 16 - Empty

Slot 17 - Empty

Approximately

70 MLX Phones

18 ATL Phones

1 Portable

C.I.E.

A/V Items to be Surplused

Asset tag Number	Description
30635	3M Overhead Projector
N/A	3M Overhead Projector
03-063	3M Overhead Projector
04-206	3M Overhead Projector
010595	3M Overhead Projector
010538	3M Overhead Projector
0-0883	3M Overhead Projector
02-251	3M Overhead Projector
0159	3M Overhead Projector
04-239	3M Overhead Projector
0079	3M Overhead Projector
N/A	3M Overhead Projector
010507	3M Overhead Projector
N/A	3M Overhead Projector
03-411	3M Overhead Projector
N/A	3M Overhead Projector
N/A	3M Overhead Projector
N/A	3M Overhead Projector
010584	3M Overhead Projector
010578	3M Overhead Projector
N/A	3M Overhead Projector
010571	3M Overhead Projector
N/A	APC 450 Battery Backup
N/A	APC 450 Battery Backup
N/A	Apollo Overhead Projector
01-025	Bell & Howell Cassette Player
N/A	Bell & Howell Cassette Player
006578	Bell & Howell Cassette Player
03-313	Bell & Howell Cassette Player
04-291	Bell & Howell Cassette Player
006575	Bell & Howell Cassette Player
N/A	Bogen Equalizer
N/A	Bogen mixer
02-289	EIKI Cassette Player
006960	Eiki CD tape recorder
006513	EIKI Cassette Player
03-126	EIKI Cassette Player
015748	EIKI Cassette Player
006514	EIKI Cassette Player
015744	EIKI Cassette Player
015745	EIKI Cassette Player
006519	EIKI Cassette Player
04-486	EIKI Cassette Player
006512	EIKI Cassette Player

C.I.C.

A/V Items to be Surplused

<u>Asset tag Number</u>	<u>Description</u>
006577	EIKI Cassette Player
N/A	EIKI Cassette Player
N/A	EIKI Cassette Player
007514	Furman Power Conditioner
011492	Head End Combiner
3065	JVC Dual Cassette Deck
006606	JVC VCR
010550	JVC VCR
006610	JVC VCR
011429	Mackie mixer
011441	MIPS 12 Channel Selector
05-002	Panasonic Boom Box
013409	Panasonic DVD /VCR
05-096	Panasonic DVD /VCR
010691	Panasonic DVD Player
N/A	Panasonic Cassette Player
0-0876	Panasonic VCR
0308	Panasonic VCR
3068	Panasonic VCR
05-0546	Panasonic VCR
011392	Panasonic VHS Camcorder
015752	Panasonic VHS Camcorder
006286	Panasonic VHS Camcorder
015735	Panasonic VHS Camcorder
006554	Panasonic VHS Camcorder
011396	Panasonic VHS Camcorder
011367	PFAM 550 AV Modulator
011444	PFAM 550 AV Modulator
011443	PFAM 550 AV Modulator
N/A	Pioneer CD player
010526	Pioneer Laser Disk Player
02-311	RCA Boom Box
005851	RCA TV
006593	RCA TV
006406	RCA TV
005902	RCA TV
010529	RCA TV
010549	RCA TV
005658	RCA TV
n/a	RCA VCR
N/A	RCA VCR
010683	RCA VHS Camcorder
n/a	Samsung VCR
006264	Sharp TV

C.I.E.

A/V Items to be Surplused

Asset tag Number	Description
006289	Sharp TV
2010	Sharp TV
1628	Sony Lasermax
N/a	TOA Amplifier
N/A	TOA Amplifier
N/A	TOA Power Mixer
013370	Tripp lite 1500 UPS
013369	Tripp lite 1500 UPS
02-273	VCR