

**BOARD OF EDUCATION
MINUTES
October 15, 2019**

The regular monthly business meeting of the Port Jefferson School District Board of Education was held on October 15, 2019 at Edna Louise Spear Elementary School. At 6:08 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

Members Absent: Ryan Biedenkapp
Dave Keegan,

Also Present: Paul Casciano, Ed.D., Superintendent of Schools
Sean Leister, Deputy Superintendent
Jessica Schmettan, Assistant Superintendent of Curriculum and Instruction
Christine Austen, Assistant Superintendent.

Motion made by Mr. Walker, seconded by Ms. DeWitt and carried 5-0 that the Board enter executive session to discuss legal and personnel matters.

At 7:28 PM motion was made by Mrs. DeWitt, seconded by Mr. Walker and carried 5-0 to end executive session and move to the LGR for general session.

RECOGNITION

Dr. Casciano acknowledged the Board of Education for their commitment and dedication to the District.

MINUTES

Motion made by Mrs. DeWitt, seconded by Mr. Walker, and carried 5-0 for the Board to approve following minutes:

- Regular Meeting held September 10, 2019
- Work Meeting held September 24, 2019

PUBLIC COMMENT

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

- Jamie Meliker – Spanish immersion in grades K-5 & later school start times

REPORTS

Student Representative Sophia Knapp reported on Homecoming, College Night and upcoming school events.

Dr. Casciano's report included:

- Homecoming
- Wall of Fame
- Statement of Beliefs & Guiding Ideas
- School Community Partnership & mailing of postcards
- Dr. Casciano's comments with regards to his time here as Superintendent

Mrs. Austen presentation on vaping included:

- Facts about vaping, Port Jefferson initiatives & next steps
- Dr. Rachel Boykan from SUSB and proposed study with schools

Committee reports given as follows:

Mrs. Zamek – Curriculum Committee meeting held on October 15

Mr. Leister - Finance Committee meeting held on October 7

Mr. ~~Ryan~~ Walker – Facilities Committee will be meeting on October 21

Mrs. Tidwell – Policy Committee meeting held on October 7, rescheduled to October 29

BOARD CONSENT AGENDA

PERSONNEL

- Mrs. Boehm asked for a motion to approve Personnel Resolutions 1-6 and 8-14 and to vote on Personnel Resolution 7 separately. Motion made by Mrs. DeWitt, seconded by Mrs. Zamek and carried 5-0 that as recommended by the Superintendent of Schools, the Board approve Personnel Resolutions numbered 1-6 and 8-14 appearing on the October 15, 2019 consent agenda.
- Mrs. Boehm read into the record the addition of Caroline Morgan to Resolution numbered 7. Motion made by Mrs. Zamek, seconded by Mrs. DeWitt and carried 5-0 that as recommended by the Superintendent of Schools, the Board approve Personnel Resolution numbered 7 appearing on the October 15, 2019 consent agenda.

FINANCE

- Motion made by Mrs. DeWitt, seconded by Mrs. Zamek and carried 5-0 that as recommended by the Superintendent of Schools, the Board approve Finance Resolution numbered 1-6 appearing on the October 15, 2019 consent agenda.

FACILITIES & OPERATIONS

- Motion made by Mr. Walker, seconded by Mrs. Tidwell and carried 5-0 that as recommended by the Superintendent of Schools, the Board approve Facilities & Operations Resolution numbered 1-5 appearing on the October 15, 2019 consent agenda.

EDUCATION

- Motion made by Mrs. Zamek, seconded by Mrs. DeWitt and carried 5-0 that as recommended by the Superintendent of Schools, the Board approve Education Resolution 1 appearing on the October 15, 2019 consent agenda.

OLD BUSINESS

- Motion made by Mrs. Zamek, seconded by Mrs. Tidwell and carried 5-0 for the Policy 9620, Child Abuse in an Educational Setting be presented for second reading and adoption.
- Motion made by Mrs. DeWitt, seconded by Mrs. Tidwell and carried 5-0 for the Policy 9620-E.1, Confidential Report of Allegation Form be presented for second reading and adoption.

- Motion made by Mrs. Zamek, seconded by Mrs. DeWitt and carried 5-0 for the Policy 9620-E.2, Child Abuse in an Educational Setting Notice/Reporting Requirements be presented for second reading and adoption.

NEW BUSINESS

- Motion made by Mrs. Tidwell, seconded by Mrs. DeWitt and carried 5-0 for the Policy 5152, Admission of Non-Resident Students be presented for first reading and adoption.
- Motion made by Mrs. DeWitt, seconded by Mrs. Tidwell and carried 5-0 for the Policy 4000.1 Beliefs of the Port Jefferson School District be presented for first reading and adoption.

ADJOURNMENT

At 8:20 PM, motion was made by Mr. Walker, seconded by Mrs. Tidwell and carried 5-0 to adjourn.

CONSENT AGENDA

A. Personnel

1. Resignation – Guard

The Board accepts the resignation of John Clark, as a Guard, effective September 4, 2019.

2. Leave Replacement – Teacher of Special Education

The Board approves the appointment of Aimee Capps, as a teacher of Special Education for Meagan Bellantuono on a leave replacement basis, from on or about October 17, 2019 to on or about November 25, 2019, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

3. Appointment - Co-curricular

The Board approves the following co-curricular appointment for the 2019-2020 school year, pending minimum enrollment requirements in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

Port Jefferson Middle School

Rescind - Fishing Club – Keith Buehler

Appoint - Fishing Club - Keith Buehler and Gregory Gorniok as co-advisors

Rescind - Student Government - Allison Giannusa

Appoint - Student Government - Philip Giannusa (Effective 8/28/19)

Rescind - Yearbook - Allison Giannusa

Appoint - Yearbook - Philip Giannusa (Effective 8/28/19)
Rescind - Newspaper Club - Allison Giannusa
Appoint - Newspaper Club - Philip Giannusa (Effective 8/28/19)

Edna Louise Spear Elementary School

Appoint - Yearbook - Jennifer Salgado

Earl L. Vandermeulen High School

Rescind - International Club - Jennifer Walling

Appoint - International Club - Jennifer Walling and Kristin Britt as co-advisors

Rescind - Student Council - Gina Fedler

Appoint - Student Council - Gina Fedler and Celiana Gandolfo as co-advisors

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:

James Mimnaugh – High School Physical Education

5. Appointment – Facility Use Monitors

The Board approves the following Facility Use Monitor appointments for service as needed for the 2019-2020 school year, at the rate \$20.00 per hour:

Constance Bermel	Tracy Gray
Constance Byrnes	Rosemary Griffin
Mary Kay Butera	Karen Harvey
Bernadine Devlin	Patricia Koehnlein
Hope Post	Christine Pierre

6. Appointment – Mentors

The Board approves Celiana Gandolfo and Greg Gorniok as mentors for the 2019-2020 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association; and, Charles Ruoff as a mentor from August 28th, 2019 until on or about November 8, 2019, and Jacqueline Gandolfo as a mentor from August 28th, 2019 until on or about November 22, 2019.

7. Appointment – Substitutes

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

<u>Teacher</u>	<u>Teaching Assistant</u>
Brian Accardo	Marissa Demeo
Courtney Loehr	Danielle Dimino

Susan Lutcha	Courtney Loehr
Laura Spielman	Louise Valentino
Louise Valentino	
Thomas Stridiron	
Candice Licalzi	
Caroline Morgan (as per addendum)	

8. 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 - Douglas Von Bargaen	Girls Varsity Lacrosse Coach
Appoint - Joel Fleischer	Volunteer Varsity and Volunteer JV Girls Basketball Coach
Appoint - Joel Fleischer	Volunteer MS Girls Basketball Coach
Appoint - Chrissy Boaglio	Volunteer Varsity and Volunteer JV Girls Basketball Coach
Appoint - Chrissy Boaglio	Volunteer MS Girls Basketball Coach
Rescind - Ryan McCormick	JV Boys Basketball Coach
Rescind - Ryan McCormick	JV Baseball Coach
Appoint - Logan Hoffman	Girls Varsity Lacrosse Assistant Coach
Appoint - Logan Hoffman	JV Girls Lacrosse Head Coach
Appoint - Charles Hafner	Volunteer Varsity and Volunteer JV Girls Basketball Coach

9. Rate of Pay – Equipment Manager

The Board approves the increase in the rate of pay, for Nicole Poulianos as Equipment Manager, from \$15.40 to \$15.80 per hour, effective August 15, 2019.

10. Increase of FTE – Guard

The Board approves the change in FTE for Steven Brideson, as a .7 FTE Guard to a 1.0 FTE Guard, on a probationary basis, effective on or about October 1, 2019, in accordance with the Suffolk County Civil Service Department and the negotiated agreement with the Port Jefferson Custodial Workers Unit.

11. Increase of FTE – Guard

The Board approves the change in FTE for Jeffrey Klug, as a .7 FTE Guard to a 1.0 FTE Guard, on a probationary basis, effective on or about October 1, 2019, in accordance with the Suffolk County Civil Service Department and the negotiated agreement with the Port Jefferson Custodial Workers Unit.

12. Resignation – Change of Date for Office Assistant

The Board accepts the change in the resignation date for Kristin Laudicina, as Office Assistant, from November 4, 2019 to October 11, 2019.

13. Appointment – PSAT/SAT/ACT Proctors

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

Anne Algieri	Kathi Galvin
Constance Bermel	Celiana Gandolfo
Kristin Britt	Debra Hagemeyer
Kandice Brucella	Megan Lavin
Lynne Edsall	Christina Morgan
Kayleen Everitt	Hope Post
Robert Farenga	Nicole Sklar
Susan Federico	Tara Sladek-Maharg
Gina Fedler	Jennifer Walling
Taylor Forstell	Melissa Zinger

14. Memorandum of Understanding – Port Jefferson Teachers Association

The Board approves a certain Memorandum of Understanding, between the Superintendent of Schools for the Port Jefferson Union Free School District and the Port Jefferson Teachers Association.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

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

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	1, 3-4, 7
School Lunch Fund	1
Federal Fund	No Warrants
Capital Fund	No Warrants
Trust & Agency	No Warrants
Payroll	1-2
Scholarship Fund	No Warrants
CD Investment	No Warrants

Trial Balance - July 2019
Revenue Budget Status - July 2019-June 2020
Appropriation Status Report - July 2019-June 2020
Budget Transfers - Month of July
Approved Fundraisers

2. 2019-2020 Budget Increase

The Board approves the following resolution:

BE IT RESOLVED, that the Board of Education hereby increases the 2019-2020 budget in the amount of \$40,000 in order to capture both the revenue and expenditures associated with PSAT and AP exams.

3. 2019-2020 Budget Increase

The Board approves the following resolution:

BE IT RESOLVED, that as a result of the recent \$5,204.88 the district received in donations from the Port Jefferson 2018/19 5th Grade Committee, the Board of Education hereby increases the 2019-2020 budget in the amount of \$5,204.88.

4. Donation

That the Board gratefully accepts the donation from the Port Jefferson 2018/19 5th Grade Committee to the Port Jefferson School District in the amount of \$5,204.88 to offset the cost of the 6th grade field trips to Frost Valley and United Skates of America.

5. Services

The Board approves the services of Daniel Moloney and Kristen Vadaz, as instructors of the STEM Program SUNY Stony Brook for 2019-2020 school year.

6. SEQRA

The Board approves the SEQRA resolution:

WHEREAS, the Board of Education of the Port Jefferson UFSD is the lead agency under the State Environmental Quality Review Process for the purpose of required determinations respecting the proposed Capital Improvement Projects as follows:

WHEREAS, the Board of Education of the Port Jefferson UFSD (Board of Education) is considering improvements at the Earl L. Vandermeulen HS and the Edna Louise Spear ES located at 550 Scraggy Hill Road, Port Jefferson, NY 11777 and

WHEREAS, the proposed project includes:

Roof replacement of existing roofs. Sections to be included in removals are in excess of 20 years old

WHEREAS, pursuant to 6 NYCRR §617.5(a), "Actions or classes of actions identified in subdivision (C) of this section are not subject to review under this part, except as otherwise provided in this section. These actions have been determined not to have a significant impact on the environment or are otherwise precluded from environmental review under Environmental Consideration Law, Article 8. The actions identified in subdivision (C) of this section apply to all agencies"; and

WHEREAS, pursuant to 6 NYCRR §8617.5(c) (1) and, (2), the "maintenance or repair involving no substantial changes in an existing structure or facility, replacement, rehabilitation or reconstruction of a structure of facility, in kind, on the same site, including upgrading buildings to meet building or fire codes are Type II actions,

THEREFORE, BE IT RESOLVED, that the Board of Education, after review of the proposed action, 6 NYCRR §617.5, and the opinion provided by John A. Grillo Architect PC, hereby determines that the proposed projects are Type II Actions pursuant to 6 NYCRR §§ 617.5(0) and, (2) of the implementing regulations of the State Environmental Quality Review Act, and will, therefore, by definition, have no significant adverse impact on the environment.

C. Facilities & Operations

1. Surplus

The Board declares the two stainless steel counters from the HS cafeteria as surplus property; and authorizes the Deputy Superintendent to dispose of in the best interest of the District.

2. Surplus

The Board declares the wrestling room mats at Earl L. Vandermeulen High School as surplus property; and, authorizes the Deputy Superintendent to dispose of in the best interest of the District.

3. Surplus

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.

4. Surplus

The Board declares the list of items below as surplus property; and authorizes the Deputy Superintendent to dispose of in the best interest of the District.

Black TV cart 3 shelf on wheels (no tag)
Kitchen prep table with shelf 6ftx3ft tag # 006095

4 1/2 x 3ft stainless steel prep table tag # 006089
6ft double door cabinet gray 4-drawer file cabinet brown (no tag)
Rolling prep table 6x3ft stainless steel tag # 013755
Office hutch gray 6x5ft (no tag)
Two blue office desk with returns (no tag)

5. Port Jefferson District-Wide Safety Plan

The Board approves the adoption of the Port Jefferson District-Wide School Safety Plan 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: September 3, 6, 17, 18 and 19, 2019.