

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on November 18, 2014 at Edna Louise Spear Elementary School. Present at the 6:08 p.m. call to order by Vice-President James Laffey, were Board Members, Ellen Boehm, Adam DeWitt, Mark Doyle, and Vincent Ruggiero, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board President Kathleen Brennan and Board Member Robert Ramus were absent.

Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm and carried 5-0 that the Board enter executive session to discuss legal and personnel matters. Also in attendance were Debra Ferry and Neil Block.

At 7:34 the Board reentered general session.

#### MINUTES

Motion was made by Mrs. Boehm, seconded by Mr. DeWitt and carried 5-0 that the Board approve the minutes of the following meeting:

Regular Meeting held October 14, 2014

Special Meeting held October 27, 2014

#### PUBLIC COMMENT

Mr. Laffey opened the public comment portion of the meeting. There were no comments.

#### RECOGNITION

Board Members were recognized for their service in honor of New York State School Board Recognition.

#### REPORTS

Student Representative, Paul Capobianco, reported on high school activities.

The report from the Superintendent included:

- Girls Varsity Soccer
- HS Drama Production
- Presentation of the Advanced Placement Program was given by Maureen Hull, Matthew Murphy and Christine Austen. Discussion followed.

The report from the Vice-President included:

- Update on Mrs. Brennan
- Grants and targeted aid
- 

Committee Reports were given as follows:

Mr. DeWitt – Curriculum Discussion ensued regarding a focus on student research classes.

Mr. Laffey – Facilities

Mr. Laffey - Finance

## BOARD CONSENT AGENDA

The District Clerk read into the record that the wording for Personnel resolution A.17. should be to *“on or about” June 30, 2015.*

Motion was made by Dr. Doyle, seconded by Mrs. Boehm, and carried 5-0, that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-17 on the November 18, 2014 consent agenda.

Motion was made by Mr. Ruggiero, seconded by Mr. DeWitt, and carried 5-0, that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-4 on the November 18, 2014 consent agenda.

Motion was made by Mrs. Boehm, seconded by Mr. Ruggiero, and carried 5-0, that as recommended by the Superintendent of Schools, the Board approve Facilities and Operations resolution numbered 1 on the November 18, 2014 consent agenda.

Motion was made by Dr. Doyle, seconded by Mr. Ruggiero, and carried 5-0, that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-4 on the November 18, 2014 consent agenda.

## OLD BUSINESS

Motion was made by Mr. Ruggiero, seconded by Dr. Doyle and carried 5-0 that the Board accept for a second reading and adoption updates to Board Policy 2121 Board Member Qualifications.

Motion was made by Dr. Doyle, seconded by Mr. Ruggiero and carried 5-0 that the Board adopt the attached goals for the 2014-2015 school year.

## NEW BUSINESS

Mr. DeWitt initiated discussion regarding the condition of helmets used by our student athletes. Motion was made by Mr. DeWitt, seconded by Mrs. Boehm, that administration be charged with closely examining the helmets being used by our student athletes and to provide an audit of the process for analyzing equipment, age of equipment, reconditioning, replacement, and associated costs. Discussion ensued. Motion carried.

## PUBLIC COMMENT

Mr. Laffey opened the second public comment portion of the meeting.  
D.Okst – AED’s, AP/ACE

## ADJOURNMENT

At 9:48 p.m., motion was made by Dr. Doyle, seconded by Mr. DeWitt and carried 5-0 to adjourn.

---

## CONSENT AGENDA

### A. Personnel

#### 1. Memorandum of Agreement

The Board approves the following resolution:

BE IT RESOLVED, that the President of the Board of Education is authorized to execute a certain Memorandum of Agreement dated October 14, 2014, with the United Paraprofessionals Association of Port Jefferson.

#### 2. Request for Leave – Reading Teacher

The Board approves the request of Bonnie Quartarone, Reading teacher, for a leave of absence from on or about April 7, 2015, until the remainder of the 2014-2015 school year, in accordance with board Policy 9520.2 Family and Medical Leave, and Article IX.B.9 and IX.F. of the negotiated agreement with the Port Jefferson Teachers Association.

#### 3. Extra Class Assignment

The Board approves the following extra class assignment for the 2014-2015 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association: Doreen Marullo, General Education, .14 FTE, full year

#### 4. Appointment – Substitutes

The Board approves the following substitute appointments for the 2014-2015 school year:

Teacher	Amanda Brideson
	Brooke Friedman
	Jeffrey Lomonaco
	Christine Makarius
	Christina Marino
	Joanna Merin
Nurse	Patricia V. Kruss, pending fingerprint clearance
	Kathleen Ferrara, pending fingerprint clearance

#### 5. Appointment – Coaches

The Board approves the following coaching appointments for the 2014-2015 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

7/8 Boys Wrestling	Gregory Gorniok, pending First Aid & CPR
7/8 Softball	Amanda DiPietro
7/8 Cheerleading	Pauline Spiller, pending First Aid & Temporary Coaching License

6. Appointment - .5 FTE Teaching Assistant

The Board approves the appointment of June Crovello as a .5 FTE Teaching Assistant, for the 2014-2015 school year, in accordance with the negotiated agreement with the Port Jefferson Paraprofessionals Association.

7. Leave Replacement Appointment – Special Education

The Board approves the leave replacement appointment of Christina Marino as a teacher of Special Education (for Jeanette Garofola), on a substitute basis from on or about December 21, 2014 to on or about February 23, 2015; and, on a leave replacement basis, at Level MA Step 1, effective on or about February 24, 2015 to on or about June 30, 2015, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

8. Appointment –Facility Use Monitor

The Board approves the appointment of Robert Wood as a Facility Use Monitor, for the 2014-2015 school year, on an as needed basis, at the rate of \$20.00 per hour.

9. Appointment – Community Swim Lifeguards

The Board approves the appointment of the following as Lifeguards for the 2014-2015 Community Swim Program at Edna Louise Spear Elementary School, at the rate of \$12.00 per hour:

Victoria Raso

Karen Thomassen, pending First Aid & CPR certification

10. Appointment – Co-Curricular

The Board approves the establishment of an Elementary School Select Choir with a stipend for the advisor position of \$2,142.20; and further, pending Board approval of said Choir, the Board appoints Jessica Pastor and Lisa Scrom as co-advisors of the Elementary School Select Choir for the 2014-2015 school year.

11. Appointment – Co-Curricular Intramurals

The Board approves the following co-curricular appointments for the 2014-2015 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

MS Girls Volleyball Intramural Advisors -

Dinarae Camarda, Amanda DiPietro, James Mimnaugh

MS Boys Basketball Intramural Advisors -

Jesse Rosen, Charles Ruoff

12. Rescission – Co-Curricular Appointment

The Board rescinds the co-curricular appointment of Anthony Butera as co-advisor of Musical Productions for the 2014-2015 school year.

13. Resignation/ Appointment – Coach

The Board accepts the resignation of John Serignese as JV Boys Basketball Coach for the 2014-2015 school year; and, approves the appointment of Christopher Blohm as JV Boys Basketball Coach for the 2014-2015 school year.

14. Request for Leave Extension – Math Teacher

The Board grants the request of Winifred Kuemmel, teacher of Mathematics, for an extension of her present leave of absence to June 30, 2015.

15. Extension of Leave Replacement Appointment – Math Teacher

The Board extends the leave replacement appointment of Camille Doherty, teacher of Mathematics, (for Winifred Kuemmel) to June 30, 2015.

16. Request for Leave Extension – Guidance Counselor

The Board grants the request of Kerri Neligon, Guidance Counselor, for an extension of her present leave of absence to June 30, 2015.

17. Extension of Leave Replacement Appointment – Guidance Counselor

The Board extends the leave replacement appointment of Jennifer Rodgers, Guidance Counselor, (for Kerri Neligon) to *on or about* June 30, 2015.

**B. Finance**

1. 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	12-15
School Lunch Fund	1-2
Federal Fund	No Warrants
Capital Fund	2-3
Trust & Agency	2-3

Payroll 6-8  
Royal Fund No Warrants  
Scholarship Fund No Warrants  
Trial Balance - July 2014 - September 30, 2014  
Revenue Budget Status - July 2014-June 2015  
Appropriation Status Report - July 2014-June 2015  
Budget Transfers - Month of September

2. SEQRA

The Board adopts the following 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:

a. Toilet Reconstruction – SED #58-02-06-02-0-001-015

WHEREAS, in 1995, amendments were made to the SEQRA Regulation (Part 617) to classify projects, which will be excluded from the requirements for the preparation of an Environmental Impact Statement (Type II Actions). The projects mentioned above are now classified as Type II Actions as determined by 6 NYCRR§617.5 and

WHEREAS, these projects fall under the following categories:

- A. Routine Maintenance and Repair 6NYCRR§617.5( c)(1): Maintenance or repair involving no substantial change to an existing facility.
- B. Replace or Rehabilitation 6NYCRR§617.5( c)(2): Replacement or rehabilitation or reconstruction of a structure of facility, in kind, on the same site, unless the work exceeds a threshold for a Type I action in 6NYCRR§617.4.
- C. 6NYCRR§617.5( c)(8): Routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area and school closings, but not changes in use related to such closings.

THEREFORE, as the lead agency for the SEQRA determination, all the above referenced projects fall under Categories “A” and “B” above. The procedure for Type II Actions, with regard to the SEQRA Process for Capital Projects noted above is “No Additional Required Action” under 6NYCRR§617.5( a).

3. Acceptance of Scholarship Donation

The Board approves the establishment of the Michael Edward Anderson Scholarship; and further, the Board accepts the scholarship donation in the amount of \$5,000.00 to be awarded to two graduating Earl L. Vandermeulen High School students continuing their education in a 2 or 4 year college program.

4. Acceptance of Scholarship Donation

The Board approves the establishment of the John F. O’Neill Military Service Scholarship; and further, the Board accepts the scholarship donation in the amount

of \$250.00 to be awarded to a graduating Earl L. Vandermeulen High School student entering into a military program.

**C. Facilities & Operations**

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:

- (1) Fellowes shredder - inventory control tag 20111007/20110235
- (1) Saber Autoscrubber
- (1) Conference Table (from HS Conference Room)
- (10) Chairs (from the HS Conference Room)
- (1) iPad Version 1 - Asset Tag: 20111782 - s/n: cq1390ftz38
- (1) iPad Version 1 - Asset Tag: 20111752 - s/n: gb052gmnz38
- (223) Computers (identified on the attached list)

**D. Education**

1. Approval of Services

That the Board approve the services of Edward M. Petrosky, Psy.D., ABPP, for the purpose of conducting an Independent Educational Evaluation on a district student with a disability.

2. Co-Curricular Club

The Board approves the establishment of a Port Jefferson Varsity Club, in the high school, with a stipend for the advisor position of \$2,677.75.

3. Settlement Agreement

The Board approves the Settlement Agreement, dated November 18, 2014, between the District and the parents of a specific student with a disability, regarding the educational placement of the student for the 2014-2015 school year; and, authorizes the Board President to sign said Agreement on behalf of the District.

4. Instructional Services Agreement

The Board approves the Instructional Services Agreement, dated October 27, 2014, between the District and Comsewogue School District; and, authorizes the Board President to sign said Agreement on behalf of the District.

Make	ModelNumber	SerialNumber	BarcodeNumber
Dell	755	8QTSTG1	016363
Dell	755	CMTSTG1	016364
Dell	755	HNTSTG1	016365
Dell	755	JPTSTG1	016366
Dell	755	JLTSTG1	016367
Dell	755	HQTSTG1	016368
Dell	755	FQTSTG1	016369
Dell	755	JQTSTG1	016370
Dell	755	9KTSTG1	016371
Dell	755	HJTSTG1	016372
Dell	755	GMTSTG1	016373
Dell	755	DNTSTG1	016374
Dell	755	9QTSTG1	016375
Dell	755	6KTSTG1	016376
Dell	755	4QTSTG1	016377
Dell	755	3LTSTG1	016378
Dell	755	2NTSTG1	016379
Dell	755	BLTSTG1	016380
Dell	755	CQTSTG1	016381
Dell	755	4MTSTG1	016382
Dell	755	6LTSTG1	016383
Dell	755	5NTSTG1	016384
Dell	755	8MTSTG1	016385
Dell	755	CJTSTG1	016386
Dell	755	8NTSTG1	016387
Dell	755	FLTSTG1	016388
Dell	755	7QTSTG1	016389
Dell	755	2PTSTG1	016390
Dell	755	3KTSTG1	016391
Dell	755	8PTSTG1	016392
Dell	755	CPTSTG1	016393
Dell	755	GHTSTG1	016394
Dell	755	BQTSTG1	016395
Dell	755	FKTSTG1	016396
Dell	755	JKTSTG1	016397
Dell	755	5MGSTG1	016398
Dell	755	5JGSTG1	016399
Dell	755	4NGSTG1	016400
Dell	755	3LGSTG1	016401
Dell	755	5HGSTG1	016402
Dell	755	5KGSTG1	016403
Dell	755	5BGSTG1	016404
Dell	755	1JGSTG1	016405
Dell	755	2FGSTG1	016406
Dell	755	4GGSTG1	016407
Dell	755	3JGSTG1	016408

Dell	755	2MGSTG1	016409
Dell	755	2GGSTG1	016410
Dell	755	JCGSTG1	016411
Dell	755	3DGSTG1	016412
Dell	755	2HGSTG1	016413
Dell	755	4FGSTG1	016414
Dell	755	FKGSTG1	016415
Dell	755	HGGSTG1	016416
Dell	755	JKGSTG1	016417
Dell	755	8DGSTG1	016473
Dell	755	GFGSTG1	016474
Dell	755	BHGSTG1	016475
Dell	755	JMGSTG1	016476
Dell	755	DCGSTG1	016477
Dell	755	FDGSTG1	016478
Dell	755	JJGSTG1	016479
Dell	755	DJGSTG1	016480
Dell	755	DGGSTG1	016481
Dell	755	6FGSTG1	016482
Dell	755	6GGSTG1	016483
Dell	755	9MGSTG1	016484
Dell	755	7NGSTG1	016485
Dell	755	9KGSTG1	016486
Dell	755	HLGSTG1	016487
Dell	755	GCGSTG1	016488
Dell	755	HDGSTG1	016489
Dell	755	85GSTG1	016491
Dell	755	AIGSTG1	016492
Dell	755	7LGSTG1	016493
Dell	755	BGGSTG1	016494
Dell	755	CLGSTG1	016495
Dell	755	CDGSTG1	016496
Dell	755	9FGSTG1	016497
Dell	755	CFGSTG1	016498
Dell	755	8CGSTG1	016499
Dell	755	8HGSTG1	016500
Dell	755	2wldrg1	20101735
Dell	755 SFF	2WLDRG1	20101736
Dell	755 SFF	8BXYG1	20101737
Dell	755	59gk1	20110001
Dell	755	8fym1g1	20110002
Dell	755	2149423	20110003
Dell	755	3RX6061	20110004
Dell	755	g1h76g1	20110005
Dell	755	8z55xf1	20110006
Dell	755	g3p9nf1	20110007
Dell	755	90tsxf1	20110008



Dell	755	bqb6mm1	20111036	Dell	755	db2nzf1	20110009
Dell	755	1p07rf1	20111037	Dell	755	6c2n2f1	20110010
Dell	755	h255xf1	20111038	Dell	755	30xg0g1	20110011
Dell	755	1b46hf1	20111039	Dell	755	71ht6g1	20110012
Dell	755		20111052	Dell	755	d1ht6g1	20110013
Dell	755	5PTSTG1	20111216	Dell	755	4547rf1	20110014
Dell	755	4jmfoj1	20111217	Dell	755	d1tsxf1	20110015
Dell	755	5nxzqf1	20111218	Dell	755	2c2n2f1	20110016
Dell	755	35h5yg1	20111219	Dell	755	8qxc0g1	20110017
Dell	755	55h5yg1	20111220	Dell	755	61ht6g1	20110018
Dell	755	5pp5691	20111221	Dell	755	g0xc0g1	20110019
Dell	755	j6xbyg1	20111222	Dell	755	2151218	20110020
Dell	755	5bxbyg1	20111223	Dell	755	1rxg0g1	20110021
Dell	755	d7byg1	20111224	Dell	755	j92n2f1	20110022
Dell	755	2rp5691	20111225	Dell	755	91ht6g1	20110024
Dell	755	9pps6g1	20111226	Dell	755	jb2nzf1	20110025
Dell	755	29xbyg1	20111227	Dell	755	50xc0g1	20110026
Dell	755	21zwwg1	20111228	Dell	755	2156gf1	20110027
Dell	755	jslkyh1	20111229	Dell	755	bb2nzf1	20110028
Dell	755	12znll1	20111244	Dell	755	81ht6g1	20110029
Dell	755	h9xbyg1	20111246	Dell	755	6qxc0g1	20110030
Dell	755	5qyj2h1	20111247	Dell	755	f8v1yf1	20110031
Dell	755	j4h5yg1	20111248	Dell	755	fx55xf1	20110032
Dell	755	bpyj2h1	20111249	Dell	755	bqxc0g1	20110034
Dell	755	b7xbyg1	20111250	Dell	755	3w0ghf1	20110035
Dell	755	51dm6g1	20111251	Dell	755	1zht6g1	20110036
Dell	755	1pyj2h1	20111252	Dell	755	4qx9091	20110037
Dell	755	d8xbyg1	20111253	Dell	755	hy1y63j	20110038
Dell	755	d9xbyg1	20111254	Dell	755	dht8nf1	20110039
Dell	755	f9xbyg1	20111255	Dell	755	7qxc0g1	20110040
Dell	755	37xbyg1	20111256	Dell	755	508y63j	20110041
Dell	755	4qyjh1	20111257	Dell	755	2b2nzf1	20110042
Dell	755	cwldrg1	20111258	Dell	755	jqx90g1	20110043
Dell	755	g7xbyg1	20111259	Dell	755	hqx60g1	20110044
Dell	755	45h5yg1	20111260	Dell	755	f255xf1	20110045
Dell	755	71LZYG1	20111261	Dell	755	094ghf1	20110046
Dell	755	71dm6g1	20111262	Dell	755	j1ht6g1	20110047
Dell	755 SFF	62DM6G1	20111263	Dell	755	d94ghf1	20110048
Dell	755 SFF	8HPP3H1	20111264	Dell	755	h9v1yf1	20110049
Dell	755 SFF	B1DM6G1	20111265*	Dell	755	1cnmh3j	20110050
Dell	755	FJNS6G1	20111267	Dell	755	6b11hf1	20110051
Dell	755 SFF	9LYJ2H1	20111268	Dell	755	c5wjf1	20110052
Dell	755 SFF	F4H5YGI	20111269	Dell	755	hx55xf1	2011048
Dell	755 SFF	H7XBYG1	20111270	Dell	755	489zjf	20111032
Dell	755 SFF	3CHZYG1	20111271	Dell	755	hb46hf1	20111033
Dell	755 SFF	3PYJ2H1	20111273	Dell	755	8v07rf1	20111034
Dell	755 SFF	F71QZF1	20111274	Dell	755	cb46hf1	20111035

Dell	755		20111304
Dell	755		20111305
Dell	755	42DM6G1	20111306
Dell	755		20111307
Dell	755		20111308
Dell	755	j1dm6g1	20111309
Dell	755	c7xbyg1	20111310
Dell	755	4rx6061	20111312
Dell	755	9NZS7G1	20111318
Dell	755	j8xbyg1	20111331
Dell	755	hwldrg1	20111332
Dell	755	41DM6G1	20111378
Dell	755	5wldrg1	20111405
Dell	755 SFF		20111439
Dell	755 SFF		20111440
Dell	755 SFF	fpps6g1	20111442
Dell	755 SFF		20111443
Dell	755 SFF		20111444
Dell	755	fmgstg1	20111454
Dell	755	cbxbyg1	20111456
Dell	755	4wldrg1	20111458
Dell	755	bbxbyg1	20111459
Dell	755	9wldrg1	20111460
Dell	755	91dm6g1	20111462
Dell	755	1xldrg1	20111463
Dell	755	5k1jvg1	20111466
Dell	755	D7LZYG1	20111468
Dell	755	53LZYG1	20111469
Dell	755	CZCM6G1	20111470
Dell	755	F6ZWGG1	20111700
Dell	755 SFF	1VVVMK1	20111783
Dell	755		20111846
Dell	755		20111852
Dell	755	hzynll1	2011233
Dell	755	fqxg0g1	2149423
Dell	755	9v25761	326206

**DRAFT 2014-2015 GOALS**

➤ **Student Achievement\***

Maximize student achievement through data informed instruction that is designed to meet the varied needs of all learners and maintain the level of excellence that has Port Jefferson Schools identified at the top of the County, State and Nation.

Success will be measured through: New York State Report Card data, including; graduation rates, Regents testing results, grades 3-8 Assessment results, and AP scores. Cohort tracking will be a focus as shifts from not-proficient to proficient and proficient to mastery are expected.

➤ **Focus on Best Practices**

In accordance with the newly revised Board of Education approved Professional Development Plan, our continued focus on best practice will include but not be limited to practices surrounding:

- Effective communication
- Alignment to Common Core Standards
- Use of Assessments
- Homework
- Grading

➤ **Prudent Fiscal Management**

Use all available information to develop short and long-term financial plans for the district budget that meet the needs of our students and community alike while maintaining spending within the allowable tax cap or other targets set by the Board of Education.

Success will be measured through: budget development, building and asset stewardship, maximizing efficiencies, identifying reductions that will allow for maintaining program, forming financial partnerships, and implementing shared service agreements.

➤ **Implementation of Guidance Audit Recommendations**

Implement audit recommendations related (but not limited) to:

- Increased student contact
- Increased direct supervision
- Increased use of supportive technology (i.e. Naviance)
- Increased communication through use of website and department newsletter
- Development of post-secondary planning guide
- Diversity in offering college and career planning workshops

Success will be measured based upon criteria outlined within the completed audit.

*\*Administrative team will identify specific areas for improvement based upon data provided by NYSED. Please note that Goal #1 has, and should, remain constant year to year.*