

November 10, 2015

The regular monthly business meeting of the Port Jefferson School District Board of Education was held on November 10, 2015 at Edna Louise Spear Elementary School. Present at the 6:00 p.m. call to order by President Kathleen Brennan, at the District Office, were Vice-President Mark Doyle, Board Members Ellen Boehm, Adam DeWitt, Vincent Ruggiero, and Tracy Zamek, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley. Board Member Robert Ramus arrived at 8:05 p.m.

Motion was made by Mrs. Boehm, seconded by Mrs. Zamek, and carried 6-0 that the Board enter executive session to discuss matters relating to pending litigation and personnel. At 6:12 p.m., school district attorney, Carrie Ann Tondo joined the Board in executive session. Ms. Tondo left executive session at 6:56 p.m.

At 7:30 p.m., the Board reentered general session and moved to the large group room at the elementary school.

RECOGNITION

Middle School students were recognized for hosting a fundraiser to benefit The American Childhood Cancer Organization.

Board of Education members were recognized for their service.

MINUTES

Motion was made by Dr. Doyle, seconded by Mr. Ruggiero and carried 6-0 that the Board approve the minutes of the following meetings:

Regular Meeting held September 8, 2015

Regular Meeting held October 13, 2015

Work Session held October 27, 2015

PUBLIC COMMENT

Mrs. Brennan opened the public comment portion of the meeting. There were no comments.

REPORTS

Student Representative, Nick Caltagirone, reported on school events and student accomplishments.

The report from the Superintendent of Schools was a presentation on Assessment Results and Multiple Measures by Executive Director of Curriculum and Instruction, Maureen Hull. Discussion followed.

The report from the Board President included:

- October 21 College Panel
- Extended thanks to veterans and those in the armed forces for their service

Committee reports were given as follows:

Mr. Ramus – Finance

Dr. Doyle – Curriculum

Mr. Ruggiero - Facilities

Mr. DeWitt – Policy

Mrs. Zamek reported on her attendance at the NYSSBA Convention.

Mrs. Brennan read the report provided by the PTA.

CONSENT AGENDA

Motion was made by Mr. Ruggiero, seconded by Dr. Doyle, that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-18 appearing on the November 10, 2015 consent agenda. The District Clerk read into the record the following names to Personnel resolution number 6:

Teacher	Donna Farenga
	Heather Gipp
	Krista-Lea Kaidash
	Tallat Nauman
	Ian Schneider
Teaching Assistant	Heather Gipp
	Krista-Lea Kaidash
	Tallat Nauman

Motion to appear resolutions 1-18 with the additional names of substitutes to resolution number 6 was approved 7-0. Mrs. Brennan extended congratulations to Michelle Landetta on receiving tenure; and, extended thanks to Debra Ferry for her service to the district.

Motion was made by Mr. Ruggiero, seconded by Mr. Ramus, and carried 7-0, that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1 - 7 appearing on the November 10, 2015 consent agenda. Mrs. Brennan acknowledged resolutions numbered 3-4 and extended thanks to Senator LaValle for his support of the district.

Motion was made by Mr. Ruggiero, seconded by Mr. Ramus, and carried 7-0, that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1 - 2 appearing on the November 10, 2015 consent agenda.

NEW BUSINESS

Motion was made by Mr. DeWitt, seconded by Dr. Doyle and carried 7-0 that the Board accept the following policies for a first reading:

5300.20, Essential Partners

5300.40, Disciplinary Penalties, Procedures and Referrals

5280, Interscholastic Athletics

Motion was made by Mr. DeWitt, seconded by Mrs. Boehm and carried 7-0 that the Board delete 5281, Selective Classification upon adoption of 5280, delete 5311.1 Suspension of Student, 5313.1 Detention, 5313.2 In School Suspension, 5313.3 Student Suspension, and 5313 Penalties upon adoption of 5300.40

PUBLIC COMMENT

Mrs. Brennan opened the second public comment portion of the meeting. There were no comments.

ADJOURNMENT

At 8:56 p.m., motion was made by Dr. Doyle, seconded by Mr. DeWitt and carried 7-0 to adjourn.

CONSENT AGENDA

November 10, 2015

A. Personnel

1. Resignation – Part-time Clerk Typist

The Board accepts the resignation of Sandra Mellon as a part-time Clerk Typist effective December 31, 2015.

2. Change in Rate of Pay

The Board approves the change in rate of pay for Karen Harvey as an Aide for four weeks during the summer 2015, from \$13.62 per hour to \$13.96 per hour.

3. Appointment – Facility Use Monitor

The Board approves the appointment of Suzanne Uldal as a Facility Use Monitor, as needed, for the 2015-2016 school year, at the rate of \$20.00 per hour.

4. Co-Curricular Positions

The Board approves the following co-curricular positions for the 2015-2016 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Rescinds Appointment -

H.S. Jazz Band Advisor

Ed Pisano

H.S. Musical Productions

Anthony Butera

Appoints -

H.S. Jazz Band Co-Advisors

Christine Creighton (pro-rated)

Ed Pisano

H.S. Musical Productions

Jeanette Cooper

E.S. Concerts (Vocal)

Christian Neubert

M.S. Boys Basketball Intramural Co-Advisors

Jesse Rosen

Charles Ruoff

M.S. Volleyball Intramural Co-Advisors

Dinarae Camarda

Colleen Belloise

James Mimnaugh

Madeline Combs

Deirdre Filippi

5. Appointment – Mentor

The Board approves the following Mentor appointments for the 2015-2016 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association: **Dennis Christofor** **Melissa Martin**

6. Appointment - Substitutes

The Board approves the following substitute appointments for the 2015-2016 school year:

Teacher	Virginia Armstrong Kate Fitzgerald Mary Keegan
Teaching Assistant	Denise Williams
Teacher Aide	Bunny Daly Kathleen Verderosa
Clerical	Kimberly Scott
<i>Read into the record:</i>	
<i>Teacher</i>	<i>Donna Farenga Heather Gipp Krista-Lea Kaidash Tallat Nauman Ian Schneider</i>
<i>Teaching Assistant</i>	<i>Heather Gipp Krista-Lea Kaidash Tallat Nauman</i>

7. Appointment – Interpreters/Translators

The Board approves the following as Interpreters/Translators effective November 1, 2015, for the 2015-2016 school year, in accordance with NYSED CR Part 154 and the negotiated agreement with the Port Jefferson Teachers Association:

Dawn DeLeonardis-Moody - Spanish
Robert Farenga - Spanish
Celiana Gandolfo – Spanish and Italian
Nicole Pennino-Costa - Spanish and Italian
Sonia Pinero - Spanish
Heather Pisano - French
Irma Ana Wolber - Spanish

8. Appointment – After School Supervision

The Board approves the following Middle School/High School after school supervision appointment, as needed, for the 2015-2016 school year, at the rate of \$20.00 per hour: Tracy Gray

9. Appointment – Coaches

The Board approves the following coaching appointments for the 2015-2016 school year:

Basketball JV Boys	Daniel Ruskowski (pending fingerprint clearance & TCL)
Winter Track Varsity Girls Assistant	Brian Snow
Wrestling –Assistant Varsity	Ian Schneider
Basketball 7/8 Boys	Charles Ruoff

Basketball 7/8 Girls	Colleen Bellois
Volleyball 7/8 Girls	Madeline Combs
Wrestling 7/8 Boys	Gregory Gorniok
Cheerleading 7/8 Girls	Pauline Spiller
Baseball JV Boys	Ian Schneider
Softball Varsity Girls	Deborah Edgar-Brown (pending TCL)
Softball JV Girls	Allyson Wolff
Softball 7/8 Girls	Megan Mackenzie (pending TCL)
Volunteer Coach for Wrestling	Matteo DeVincenzo
Volunteer Coach for Wrestling	Nicholas Miceli (pending TCL)
Volunteer Coach for Winter & Spring Track	David Okst (pending TCL)

10. Change in FTE – Physical/Health Education

The Board approves the change in FTE of Madeline Combs as a .8 FTE Physical Education/Health Education to a 1.0 Physical Education/Health Education on a probationary basis, effective November 11, 2015, at Level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association; and further, in accordance with the Education Transformation Act Amended Section 3012 of the Education Law, tenure will be granted and considered upon three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of the probationary appointment.

11. Appointment – Custodial Worker I

The Board approves the appointment of Jose Martin Lopez as a Custodial Worker I, on a probationary basis effective November 30, 2015, at an annual salary of \$30,400, in accordance with the Suffolk County Department of Civil Service and the negotiated agreement with the Port Jefferson Custodial Workers Unit.

12. Appointment – Teaching Assistant

The Board approves the appointment of Selena Casino, as a Teaching Assistant, on a probationary basis, effective November 11, 2015, in accordance with the negotiated agreement with the United Paraprofessionals Association of Port Jefferson.

13. Appointment – Teaching Assistant

The Board approves the appointment of Joan Meere, as a Teaching Assistant, on a probationary basis, effective November 11, 2015, in accordance with the negotiated agreement with the United Paraprofessionals Association of Port Jefferson.

14. Request for Leave – Music

The Board approves the request of Christine Creighton, as a Music Teacher, for a leave of absence from on or about December 21, 2015 to on or about February 12, 2016, 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.

15. Request for Leave – Special Education

The Board approves the request of Kelly Spencer, as a teacher of Special Education, for a leave of absence from on or about December 25, 2015 to on or about February 29, 2016, 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.

16. Leave Appointment – Music

The Board approves the appointment of Andrew Mayce, as a Music Teacher, (for Christine Creighton), on a substitute basis from on or about December 21, 2015 to on or about February 11, 2016; and on a leave replacement basis, from on or about February 11, 2016 until on or about February 22, 2016 at Level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association

17. Tenure

The Board grants tenure to Michelle Landetta as a teacher of Special Education, effective November 14, 2015.

18. Resignation – Director of Health, Physical Education & Athletics

The Board accepts the resignation of Debra Ferry, as Director of Health, Physical Education and Athletics, effective January 3, 2016.

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	15, 18-21, 23

School Lunch Fund	2-3
Federal Fund	2
Capital Fund	1
Trust & Agency	No Warrants
Payroll	5-6
Royal Fund	No Warrants
Scholarship Fund	1

Trial Balance - July 2015 - September 30, 2015
Revenue Budget Status - July 2015-June 2016
Appropriation Status Report - July 2015-June 2016
Budget Transfers - Month of September

2. Bond Refunding

The Board approves the refunding board resolution authorizing the refunding of certain outstanding serial bonds of the District; the refunding amount not to exceed \$4,100,000 therefore, authorizing the issuance of not to exceed \$4,100,000 refunding serial bonds of the district to finance said appropriation.

3. STEM Program Funding

The Board approves the following resolution: BE IT RESOLVED, that as a result of the 2015-2016 grant award from Senator Kenneth LaValle, the Board of Education hereby increases the 2015-2016 budget in the amount of \$15,000 to fund participation in the STEM program at SUNY Stony Brook.

4. Legislative Bullet Aid

The Board approves the following resolution: BE IT RESOLVED, that the Board of Education hereby gratefully accepts a Legislative Bullet Aid in the amount of \$150,000 from Senator Kenneth LaValle; BE IT FURTHER RESOLVED that, as a result of the receipt of said donation, the Board of Education hereby increases the 2015-2016 budget in the amount of \$150,000 to fund construction and renovations.

5. Special Education Service Contract

The Board approves the Special Education Service Contract between Comsewogue UFSD and Port Jefferson UFSD, for a parentally placed out-of-district student receiving special education services; and further, authorizes the Board President to execute said agreement.

6. Budget Development Calendar

The Board approves the attached 2016-2017 Budget Development Calendar.

7. Rescission/Approval of Services

The Board rescinds the approval of services of Jason Crockett as piano accompanist for the 2015-2016 winter and spring concert seasons at the rate of \$80.00 per hour not to exceed 10 hours; and, the Board approves the services of Arlene Russell as piano accompanist for the 2015-2016 winter and spring concert seasons at a rate of \$80.00 per hour not to exceed 10 hours.

C. Facilities & Operations

D. Education

1. Committees on Special Education

The Board approves the following recommendations of the Committees on Special Education: Meetings held October 8, 15, 16, 22, and 27, 2015

2. Driver Education Instructors

The Board approves the appointment of the following instructors for the 2015-2016 Driver Education program:

Elke Moeller	JoAnn Monette	James V. Peretta
Nicole Sanford	Joseph A. Vivich	

B.6.

Required Action

Financial Reports Due to SED (ST-3, Forms A, FT, FB)
 Financial Statement (FS) & External Audit report submitted to SED and Comptrollers Office
 Single Audit of Federal Funds
 Reponse to External Audit Findings (Corrective Action Plan)
 Collection of Basic Education Data System (BEDS)
 Non-resident tuition and health services bills

Due Date
 Oct 15, 2015
 Oct 15, 2015
 TBD
 90 days after receipt of FS
 11/12/2015
 TBD

Proposed Budget Calendar

Subject	Date
Finance Committee Reviews Budget Process & Calendar	TBD
Principals, Directors, will submit	November 23, 2015
BOE Receives Rollover Budget	January 6, 2016
Superintendent and Assistant Superintendent for Business review Budget Draft #1	January 8, 2016
BOE review and discussion of Budget Draft #1	January 12, 2016
BOE review and discussion of Budget Draft #2	February 9, 2016
Report Levy Cap to NYS Comptrollers Office	March 1, 2016
BOE review and discussion of Budget Draft #3	March 8, 2016
Public Budget Presentation Meeting	March 22, 2016
Legal notice of date, time, and place of budget hearing and budget vote. Must advertise 4 times within 7 weeks with the first legal notice publication occurring at least 45 days before the budget vote. Notice should appear in 2 general circulation newspapers.	April 1, 2016
Board receives FINAL Budget Draft	April 8, 2016
Board's final review and adoption of proposed budget	April 12, 2016
District wide Budget Informational Meeting - Administration 7:30 pm	TBD
Popular Budget to Printer	April 15, 2016
Board votes on BOCES board candidates and BOCES administrative budget	TBD
Property Tax Report Card must be submitted to SED by the end of the next business day following the adoption of the budget but no later than 24 days prior to the budget vote.	April 21, 2016
Salary Disclosure submitted to S.E.D	April 25, 2016
Property Tax Report Card Submitted to local newspapers	April 21, 2016
Budget statement and required attachments must be made available upon request at each school building at least 7 business days before the budget hearing and at least 14 days before the budget vote.	May 2, 2016
Latest date for Popular Budget (Brochure) to be mailed home to residents	May 9, 2016
Board Budget Hearing 7:30 p.m.	May 10, 2016
Budget Notice to be Mailed	May 10, 2016
BUDGET VOTE	May 17, 2016

November 24, 2015

A special meeting of the Port Jefferson School District Board of Education was held on November 24, 2015 at Edna Louise Spear Elementary School. Present at the 7:07 p.m. call to order by President Kathleen Brennan, were Vice-President Mark Doyle, Board Members Ellen Boehm, Adam DeWitt, Robert Ramus, Vincent Ruggiero, and Tracy Zamek, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley.

PUBLIC COMMENT

Mrs. Brennan opened the public comment portion of the meeting. There were no comments.

BOARD BUSINESS

Motion was made by Dr. Doyle, seconded by Mr. Ramus and carried 7-0 that the Board approve Finance resolution numbered 1 appearing on the November 24, 2015 special meeting agenda.

Motion was made by Mr. Ramus, seconded by Mr. DeWitt and carried 7-0 that the Board approve Finance resolution numbered 2 appearing on the November 24, 2015 special meeting agenda.

A. Finance

1. Authorization to Initiate Legal Action

The Board approves the following resolution: BE IT RESOLVED that the Board of Education hereby authorizes the School Attorney, Ingerman Smith, L.L.P., to initiate legal action on behalf of the Board of Education to enforce promises and/or representations made concerning the Port Jefferson Power Plant property, including the promise not to challenge real property tax assessments on the property, against Long Island Power Authority, Long Island Lighting Company d/b/a LIPA, National Grid, P.L.C., KeySpan Corporation, KeySpan Generation, L.L.C., KeySpan Electric Services, L.L.C., KeySpan Energy Trading Services, L.L.C., and Brooklyn Union Gas, and any other predecessor or successor entities.

2. Transfer of Funds

The Board approves the following resolution: BE IT RESOLVED, the Board of Education approves the transfer of \$100,000 from the undesignated (4%) Reserve to cover legal costs associated with the LIPA tax certiorari; and further, the Board hereby increases the 2015-2016 budget in the amount of \$100,000 to support said expense.

Dr. Bossert distributed to the Board a letter to the Governor from the SCSSA,

REPORT

A presentation on the Advanced Placement Program at Earl L. Vandermeulen High School was given by Maureen Hull and Christine Austen. Discussion followed. To be included in a weekly update is a breakdown of the Macro scores; the number of students taking the AP Macro as their first AP experience.

NEW BUSINESS

Common Core Regents in ELA - for discussion

Dr. Doyle explained the presentation given to the Curriculum Committee on the Common Core Regents in ELA. Discussion ensued regarding the administration's recommendation to give this new exam in January on a voluntary basis, in addition to giving it in June. This would provide students an opportunity to preview the exam and potentially improve their scores in June, as well as assist teachers in planning instruction for the remainder of the school year. The consensus of the Board was to support the recommendation of the administration with concerns of setting a precedent for administering future exams in January, as well as sending a mixed signal regarding over testing.

EXECUTIVE SESSION

At 8:23, motion was made by Mr. DeWitt, seconded by Mr. Ruggiero and carried 7-0 that the Board enter executive session to discuss personnel matters. The District Clerk left the meeting and Mrs. Brennan acted as Clerk pro tem.

ADJOURNMENT

At 9:21 p.m., the Board reentered general session. Motion was made by Mr. Ruggiero, seconded by Mr. DeWitt and carried 7-0 to adjourn.
