

July 10, 2018

The annual reorganization meeting and regular monthly business meeting of the Port Jefferson School District Board of Education was held on July 10, 2018 at Edna Louise Spear Elementary School. Present at the 6:02 p.m. call to order were Board Members Kathleen Brennan, Ellen Boehm, David Keegan, Rene Tidwell, Ryan Walker, and Tracy Zamek, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, and Assistant Superintendent of Curriculum and Instruction Jessica Schmettan. Board Member Adam DeWitt was absent.

Motion was made by Mr. Keegan, seconded by Mrs. Boehm and carried 6-0 that the Board enter executive session to discuss legal and personnel matters.

At 7:28 p.m., the Board reentered general session.

The District Clerk administered the Oath of Office to Board Members Elect Rene Tidwell, Ryan Walker and Tracy Zamek

The District Clerk opened nominations for the office of President.

Mr. Keegan nominated Kathleen Brennan. There were no other nominations; nominations were closed. 6-0 in favor of Mrs. Brennan as Board President.

The District Clerk opened nominations for the office of Vice-President.

Mrs. Boehm nominated Tracy Zamek. There were no other nominations; nominations were closed. 6-0 in favor of Mrs. Zamek as Board Vice-President.

The District Clerk administered the Oath of Office to Mrs. Brennan and Mrs. Zamek.

The meeting was turned over to Mrs. Brennan.

Motion was made by Mr. Keegan, seconded by Mrs. Zamek and carried 6-0 that the Board approve resolutions 6 – 8 on the July 10, 2018 Annual Reorganization Agenda.

6. Appointment of District Clerk

RECOMMENDATION: That the Board approve the appointment of Janice Baisley as District Clerk for the 2018-2019 school year.

7. Appointment of District Treasurer

RECOMMENDATION: That the Board approve the appointment of Lisa Van Middeltem as District Treasurer for the 2018-2019 school year.

8. Appointment of Claims Auditor

RECOMMENDATION: That the Board approve the appointment of Berger, MacDonald, Rand, CPAs, LLP, as Claims Auditor for the 2018-2019 school year.

Mrs. Brennan administered the Oath of Office to the District Clerk.

Motion was made by Mr. Keegan, seconded by Mrs. Boehm and carried 6-0 that as recommended by the Superintendent of Schools, the Board approves resolutions numbered 10 - 49 on the July 10, 2018 Annual Reorganization Agenda.

10. Employee Theft Policy -

RECOMMENDATION - That all district employees each be covered by the Employee Theft Policy for the 2018-2019 school year, and that the amount of coverage be set at \$1,000,000.00 per employee.

11. Appointment of School Attorney -

RECOMMENDATION - That the Board approve the appointment of the law firm of Ingerman, Smith, LLP, as labor and Board counsel for the 2018-2019.

12. Appointment of Financial Advisors -

RECOMMENDATION - That the Board approve the appointment of Munistat Services, Inc., as financial advisors for the 2018-2019 school year.

13. Appointment of Bond Counsel -

RECOMMENDATION - That the Board approve the appointment of Hawkins, Delafield & Wood, as bond counsel for the 2018-2019 school year.

14. Appointment of 403b Compliance Consultants -

RECOMMENDATION - That the Board approve the appointment of OMNI Financial Group as the District's third party administrator for compliance and remitting services for the District's 403(b) plans for the 2018-2019 school year.

15. Appointment of School Physician -

RECOMMENDATION - That the Board approve the appointment of Dr. John Gill, as the regular school district physician, and the school physician member on the District's Committee on Special Education for the 2018-2019 school year.

16. Appointment of Architect -

RECOMMENDATION - That the Board approve the appointment of JAG Architects as district architect for the 2018-2019 school year.

17. Appointment of Accountant -

RECOMMENDATION - That the Board approve the appointment of Cullen & Danowski, LLP, as school district accountant for the 2018-2019 school year.

18. Appointment of Internal Auditor -

RECOMMENDATION - That the Board approve the appointment of Nawrocki Smith, LLP as Internal Auditor for the 2018-2019 school year.

19. Appointment of External Auditor-

RECOMMENDATION - That the Board approve the appointment of R.S. Abrams & Co. LLP, as External Auditor for the 2018-2019 school year.

20. Appointment of Insurance Agents / Carriers

RECOMMENDATION -

- a) That the Board approve JJ Stanis and Company as agent and third party administrator for the district's Excess Major Medical, Vision, Life, and Dental Self Insurance Plan for the 2018-2019 school year.
- b) That the Board approve PMA as agent and third party administrator for the district's Self Insured Workers Compensation Plan for the 2018-2019 school year.
- c) That the Board approve BK International as the agent for the district's student accident insurance and excess employer's liability insurance for the 2018-2019 school year.
- d) That the Board approve New York State Insurance Reciprocal as the district's carrier for general non-medical insurance, including but not limited to school board liability, excess catastrophic liability, commercial automotive, and special school liability insurance for the 2018-2019 school year.
- e) That the Board approve Eugene Donohue Associates as agent for the district administrators' life insurance plans for the 2018-2019 school year.

21. Appointment of Environmental Consultants -

RECOMMENDATION - That the Board approve the appointment of Envirosience Consultants, Inc. as environmental consultants for the 2018-2019 school year.

22. Appointment of Accounting Records Custodian, Payroll Certification Officer & Bid Opening; Advertising & Purchasing Officer -

RECOMMENDATION: That the Deputy Superintendent be designated as Custodian of the District's accounting records; and that the Claims Auditor be designated as Payroll Certification Officer; and that the Deputy Superintendent, Sean Leister, perform the duties of the Bid Opening, and Purchasing Officer of the school district; and that the District Clerk be responsible for advertising notices.

23. Appointment of Investment Officer & Continuance of Board Policy -

RECOMMENDATION: That the District Treasurer and the Deputy Superintendent be appointed investment officers and that these duties include the negotiation of short term loans, Tax Anticipation Notes, and the investment of surplus funds in Certificates of Deposit, and other

authorized instruments; and further, the Board agrees to continue Board Policy 6240, Investments (attached).

24. Appointment of Records Access Officer -

RECOMMENDATION: That the Deputy Superintendent be appointed as Records Access Officer for the school district.

25. Appointment of AHERA Compliance Officer -

RECOMMENDATION - That the Board approve the appointment of the Director of Facilities as Compliance Officer under the Asbestos Hazard Emergency Recovery Act, and that he be made save harmless in the performance of his duties. These duties shall include but not be limited to status review, asbestos assessment study, management plan, employee training and management place review update.

26. Appointment of EPA Program-use Compliance Officer -

RECOMMENDATION - That the Board approve the appointment of the Director of Facilities as EPA Program-use Compliance Officer and be made save harmless.

27. Appointment of Title IX Compliance Officer -

RECOMMENDATION : That the Board approve the appointment of the Director of Special Education as the Title IX Compliance Officer for the 2018-2019 school year.

28. Appointment of Substitute Treasurer -

RECOMMENDATION - That the Board approve the appointment of the Superintendent of Schools as Substitute District Treasurer should these services be required any time during the 2018-2019 school year.

29. Appointment of Publication -

RECOMMENDATION - That the Port Times-Record newspaper and/or Newsday be designated as the official publications of the District for the 2018-2019 school year; and further, that Times-Record newspaper and/or Newsday be designated the official publication for advertising competitive bids.

30. Appointment of Health & Safety Committee

RECOMMENDATION – That the Board approve the appointment of a Health & Safety Committee for the 2018-2019 school year in accordance with Board Policy 8112 (attached).

31. District Accounts / Designation of Depository -

RECOMMENDATION - That the following bank accounts be approved:
General Fund - Checking - Capital One 6755

General Fund – Money Market – Capital One 5930
Federal - Checking - Capital One 6805
Capital - Checking - Capital One 6813
Capital – Money Market - Capital One 6821
Trust & Agency - Checking - Capital One 6789
Payroll - Capital One 6763
Royal Education Foundation - Checking - Capital One 6839
Trust & Agency Scholarship - Checking - Capital One 6797
School Lunch - Checking - Capital One 6847
Trust & Agency - Payroll - Capital One 6771

and further that the following banks be designated as the depository for all district funds:
Capital One, People’s United Bank, MBIA-CLASS, Bank of America, J.P. Morgan Chase, Citibank,
State Bank of Long Island, Commerce Bank, HSBC

32. Authorization of Facsimile Signatures -

RECOMMENDATION - That the District Treasurer and substitute District Treasurer be authorized to resort to an electronic signature, and be it further resolved that the District Treasurer and substitute District Treasurer maintain control of these signatures.

33. Purchasing Policy -

RECOMMENDATION - That the Board review Purchasing Policy 6700 (attached), as required by General Municipal Law Section 104-b(4).

34. Charge Cards -

RECOMMENDATION - That the Board authorize the use of the Home Depot and Wright Express credit cards for the 2018-2019 school year.

35. Designation of Extra-Classroom Activities Fund Officers -

RECOMMENDATION - That the Board approve the following officers for the Extra-Classroom (Student Organization) Funds for the 2018-2019 school year:

Elementary	- Lucy Arnone, Treasurer
	- Principal
	- Superintendent of Schools
Middle School	- Rosalie Loizas, Treasurer
	- Principal
	- Superintendent of Schools
Senior High	- Stephanie Miazga, Treasurer
	- Principal
	- Superintendent of Schools

36. Designation of Petty Cash Funds & Fund Custodians -

RECOMMENDATION - That the Board approve the establishment of petty cash funds and custodians of the funds for the 2018-2019 school year as follows:

<u>Fund</u>	<u>Amount</u>	
District	\$100.00	Superintendent / Janice Baisley
Elementary School	\$100.00	Principal / Lucy Arnone
Middle School	\$100.00	Principal / Rosalie Loizas
High School	\$100.00	Principal / Stephanie Miazga
Business Office	\$100.00	Deputy Superintendent / Natalie Pego
Curriculum Office	\$100.00	Assistant Superintendent / Traci McGlynn

37. Reimbursement for Authorized Use of Vehicles -

RECOMMENDATION - That the rate of reimbursement for the authorized use of privately owned vehicles in the performance of District business be established at the IRS rate per mile for the 2018-2019 school year.

38. Reimbursement for Conferences –

RECOMMENDATION - That the rate of reimbursement for authorized conferences, contests and events for lodging, meals and incidental expenses will not exceed the maximum IRS rate limits. Exceptions may be granted when approved conferences are held at a participating hotel or there is an approved written justification for special circumstances.

39. Rate per Hour - Home Instruction Fee -

RECOMMENDATION - That the rate per hour for home instruction fees provided by any agency other than Port Jefferson Teachers' Association be \$40.00.

40. Non-Resident Tuition -

RECOMMENDATION - That the Board establish the non-resident tuition rate for the 2018-2019 school year pursuant to the required State Education Formula for establishing non-resident student tuition rate, as follows:

Kindergarten - Grade 6	\$22,526 per year
Grades 7 - 12	\$26,985 per year
Special Education: Kindergarten - Gr.6	\$69,022 per year
Special Education: Grades 7- 12	\$73,481 per year

Said rates to be revised when they become finalized by the State Education Department.

41. Appointment of District Committee on Special Education -

RECOMMENDATION - That the Board approve the appointment of the following as District Committee on Special Education for the 2018-2019 school year:

Chairpersons - Director of Special Education, School Psychologist

Special Education Teacher, Teacher Member

Classroom Teacher, Teacher Member

Director of Special Education, School Psychologist

Physician Member (as requested)

John Steiner, Lorraine Steiner, Lorraine Guzzetta, Parent Members (as requested)

42. Appointment of Sub-Committee on Special Education –

RECOMMENDATION - That the Board approve the following composition of the Sub-Committee on Special Education for the 2018-2019 school year:
Chairpersons –Director of Special Education, School Psychologist
School Psychologist, Classroom Teacher, Teacher Member
Special Education Teacher, Teacher Member

43. Appointment of Committee on Preschool Special Education -

RECOMMENDATION - That the Board appoint the following to the Committee on Preschool Special Education for the 2018-2019 school year:
Chairpersons - Director of Special Education, School Psychologist
Teacher Member
Special Education Teacher Member
Suffolk County Representative, County Representative
Evaluator, a professional who participated in the evaluation of the child for whom services are sought
John Steiner, Lorraine Steiner, Lorraine Guzzetta - Parent Members (as requested)

44. IDEA and 504 Impartial Hearing Officers -

RECOMMENDATION - As per Part 200.5(j)(3)(i), appointment from the impartial hearing list must be made in accordance with the rotational selection process established in Section 200.2(e)(1) of the Part 200 Regulations of the commissioner and the administrative procedures established by the Board of Education pursuant to Section 200.2(b)(9).

45. Appointment of Surrogate Parents -

RECOMMENDATION - That the Board approve the appointment of the following as Surrogate Parent(s) for the Committee on Special Education for the 2018-2019 school year:
Father Frank Pizzarelli

46. Appointment of District-wide DASA Coordinator

RECOMMENDATION – That the Board appoint the Director of Special Education, as District-wide DASA Coordinator for the 2018-2019 school year.

47. Annual Budget Hearing, Annual Meeting/District Vote –

RECOMMENDATION: That the Annual Budget Hearing be held on May 14, 2019, 7:00 pm; and, the Annual Meeting/District Vote be held on May 21, 2019, 6:00 am-9:00 pm.

48. Designation of Regular Board of Education Meeting Dates -

RECOMMENDATION: That the Board designate the following as dates for regular monthly business meetings of the Board of Education for the 2018-2019 school year:

August 14, 2018	September 17, 2018	October 9, 2018
November 13, 2018	December 11, 2018	January 8, 2019

February 12, 2019 March 12, 2018 April 9, 2019
May 14, 2019 June 11, 2019

49. Designation of Board Work Session Meeting Dates-

RECOMMENDATION: That the Board designate the following as dates for work sessions of the Board of Education for the 2018-2019 school year:

October 23, 2018 January 22, 2019 March 26, 2019
Tentative Work Session Dates:
November 27, 2018 February 26, 2019 May 28, 2019

ESTABLISHMENT OF BOARD COMMITTEES

The following committees were presented for the 2018-2019 school year. Mrs. Brennan asked Board Members to e-mail their interest in serving on a specific committee and interest in chairing a committee for the establishment of committees at the August meeting.

Audit Committee	Facilities Committee	Policy Committee
Curriculum Committee	Finance Committee	

ADJOURNMENT

At 7:24 p.m., motion was made by Mrs. Zamek, seconded by Mr. Walker and carried 6-0 to adjourn the Reorganization meeting.

At 7:32 p.m., Mrs. Brennan called the business meeting to order.

Motion was made by Mrs. Zamek, seconded by Mr. Walker and carried 6-0 that the Board approve the minutes of the following meetings: Regular Meeting held June 12, 2018
Special Meeting held June 19, 2018

PUBLIC COMMENT

Mrs. Brennan opened the public comment forum. There were no comments.

REPORTS

The report from the Superintendent of Schools included:

- Electrical work at the high school
- Town of Brookhaven / Caithness II
- NYS Comptroller's Audit Report
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Mrs. Brennan reported on attending the graduation and moving up ceremonies.

BOARD CONSENT AGENDA

Mrs. Brennan read into the record resolutions A.25 and A.26. Motion was made by Mr. Keegan, seconded by Mrs. Boehm that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-26 appearing on the July 10, 2018 consent agenda. Mr. Walker asked

to recuse himself from voting on resolution A.4. Motion to approve resolutions A.1 - A.3, and A.5 – A.26 carried 6-0. Motion to approve resolution A.4 carried 5-0-1 (Mr. Walker abstained).

Motion was made by Mrs. Zamek, seconded by Mrs. Boehm and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-12 appearing on the July 10, 2018 consent agenda.

Motion was made by Mr. Keegan, seconded by Mrs. Zamek and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Facilities and Operations resolution numbered 1 appearing on the July 10, 2018 consent agenda.

Mrs. Boehm asked that Education resolution number 5 be voted on separately. Motion was made by Mrs. Boehm, seconded by Mrs. Zamek and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-4 appearing on the July 10, 2018 consent agenda. Motion was made by Mr. Keegan, seconded by Mr. Walker that the Board approve Education resolution number 5 appearing on the July 10, 2018 consent agenda. Mrs. Boehm requested that Career and Employment Options and DaVinci Education and Research be pulled from the list of Special Education Providers. Motion to approve resolution number 5 carried 6-0 with the exclusion of Career and Employment Options and DaVinci Education and Research.

ADJOURNMENT

At 7:44 p.m., motion was made by Mrs. Zamek, seconded by Mr. Keegan and carried 6-0 to adjourn.

CONSENT AGENDA

July 10, 2018

A. Personnel

1. Appointment – Equipment Manager

The Board approves the appointment of Nicole Poulianos as Equipment Manager, for the 2018-2019 school year, at the rate of \$15.40 per hour.

2. Appointment – Athletic Trainer

The Board approves the appointment of Eric Fells Athletic Trainer, for the 2018-2019 school year, at the rate of \$38.35 per hour, contingent upon First Aid, CPR and Athletic Trainer certifications; and further, the Board approves the appointment of Michele Matera as a substitute athletic trainer for the 2018-2019 school year, at the rate of \$38.75 per hour, contingent upon First Aid, CPR and Athletic Trainer certifications.

3. Appointment – Community Fitness Center Instructors

The Board approves the following Community Fitness Center Instructors, for the 2018-2019 school year, at the rate of \$20.00 per hour, contingent upon First Aid and CPR certifications:

Benjamin Bajus	Joan Lyons	Traci McGlynn
Dinarae Camarda	James Mimnaugh	Michael Maletta
Michael Caravello	Christian Neubert	Jesse Rosen
Andrew Cosci	Nicole Poulianos	

4. Appointment – Lifeguards

The Board approves the appointment of the following Lifeguards for the 2018-2019 school year Community Swim at Edna Louise Spear Elementary School pool, at the rate of \$12.00 per hour, contingent upon First Aid, CPR and Lifeguard certifications:

Joyce Brown	Sam Caltagirone	Caitlin Dennehy
Phoenix Jampol	Michael Smith	Alex Sneddon
Sam Walker	Eric Zimmermann	

5. Appointment – Head Lifeguards

The Board approves the appointment of the following Head Lifeguards for the 2018-2019 school year Community Swim at Edna Louise Spear Elementary School pool, at the rate of \$20.00 per hour, contingent upon First Aid, CPR and Lifeguard certifications:

Michele Aponte	Joyce Brown	Caitlin Dennehy
Francoise Schachner	Alex Sneddon	

6. Appointment – Fitness Center Instructors

The Board approves the following Fitness Center Instructors, for the 2018-2019 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Michael Maletta – Fall and Spring Fitness Center Instructor
James Mimnaugh – Winter Fitness Center Instructor

7. Notary Stipend

The Board approves the Notary stipend for the following office staff, for the 2018-2019 school year, in accordance with the negotiated agreement with the Port Jefferson Office Staff Association:

Carri-Ann Bardram	Judith Hallisey	Stephanie Miazga
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8. Appointment – Coaches

The Board approves the appointment of Coaches on the attached list, for the 2018-2019 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association, contingent upon First Aid and CPR Certifications and Temporary Coaching Licenses.

9. Appointment – Substitutes

The Board approves the following substitute appointments for the 2018-2019 school year:

Teacher	Michael DeSalvo
	Grace Ann Fallon
	Jennifer Guerrazzi
	Meghan Hallock
	Michel Krivosta
	Linda Moran
Teacher Aide	Antoinette Famiano
Nurse	Queena Kang
Teaching Assistant	Antoinette Famiano

10. Part-time Appointments

The Board approves the following part-time appointments for the 2018-2019 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Laura Ametrano	.4 FTE School Psychologist
Jennifer Guerrazi	.5 FTE Special Education
Meghan Hallock	.6 FTE Art

11. Curriculum Projects

The Board approves the following teachers for Curriculum Projects for 2018-2019 in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

Dennis Christopher- HS Math – AP Calculus B/C Curriculum, 30 hours

Michelle Landetta and Christina Marino- MS Special Education- 15:1 ELA/ Math 30 hours shared

Michael Augello -HS English- The Graphic Novel Curriculum 15 hours

Michael Augello and Brian Chalmers -HS Technology/ ELA Broadcasting Update 20 hours shared

Megan Ryan and Melissa Corey- MS Math- 6th grade extra math class 30 hours shared

Selinda Stout, Nancy Bachety, Robert Dunlop- Coding and Robotics Pre K- Grade 8,
30 hours shared

Kristi Kreig, Marissa Shannon, Ann Marie Frega, Nancy Winkler-Brogan, Maureen Zajac,
Kristin Boney, Christine Bokina-ES Report Card Creation- 84 hours shared

12. Appointment - PSAT/SAT/ACT Coordinator

The Board approves the appointment of Kristine Vaccaro as PSAT/SAT/ACT Coordinator for the 2018-2019 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

13. Appointment – Mentor Coordinator

The Board approves the appointment of Melissa Corey as Mentor Coordinator for the 2018-2019 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association

14. Appointment - Summer School Health Aide

The Board approves the appointment of Amy Stumpf, as School Health Aide to assist with summer 2018 sports physicals, at the rate of \$12.00 per hour, not to exceed 20 hours.

15. Appointment - Summer ENL Teacher

The Board approves the appointment of Christina Marino as a .6 FTE teacher for the 2018 ENL Extended School Year program from July 2, 2018 – August 10, 2018 (with the exception of July 4, 2018) Monday – Friday, 9:00 a.m. – 12:00 p.m.

16. Appointment – Summer Substitute Teaching Assistant

The Board approves the appointment of Sheila Albinson as a Substitute Teaching Assistant for the 2018 Special Education Extended School Year program, July 2, 2018 – August 10, 2018 (with the exception of July 4, 2018), Monday – Friday, 9:00 a.m. – 12:00 p.m.

17. Appointment – Summer Committee on Special Education

The Board approves the appointment of Paige Lohmann as a teacher, as needed, for the Summer 2018 Committee on Special Education, July 1, 2018 - August 31, 2018, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

18. Appointment – Guard

The Board approves the appointment of Jennifer Twachtman, as a Guard, on a probationary basis, effective August 29, 2018, at the rate of \$27,397 per annum, in accordance with Suffolk County Department of Civil Service and the negotiated agreement with the Port Jefferson Custodial Workers Unit, pending fingerprint clearance by the NYSED.

19. Appointment – Summer Guards

The Board approves the following guards for the summer 2018, as needed, at their hourly rate of pay for the 2018-2019 school year:

Gary Rieu-Sicart Jennifer Twachtman

20. Leave Replacement Appointment – Music Teacher

The Board approves the appointment of Danielle Post, as a teacher of Music (for Lisa Scrom), on a substitute basis from on or about absence from on or about August 29, 2018 to on or about October 17, 2018; and on a leave replacement basis, from on or about October 18, 2018 to on or about January 1, 2019, at Level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

21. Co-Curricular Appointments

The Board approves the following co-curricular appointments for the 2018-2019 school year, pending minimum enrollment requirements in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

High School

Academic Team	Matthew Sefick
Art Club	Lynne Edsall
Chamber Choir	Katherine Butera
Community Service	Jesse Rosen / Gina Fedler co-advisors
Concerts Instrumental	Christine Creighton
Concerts Strings	Michael Caravello
Concerts Vocal	Katherine Butera
Detention Supervisors	Susan Federico / Stacia Schoen
Drama Club	Anthony Butera
Freshman Class	Christina Carlson / Melissa Zinger co-advisors
Gay-Straight Alliance	Dinarae Camarda / Kristin Britt co-advisors
International Club	Heather Pisano
Investment Club	Robert Farenga
Jazz Club	Edward Pisano / Christine Creighton co-advisors
Junior Class	Megan Lavin / Kathi Galvin co-advisors
Latin Club	Anne Algieri

Leo Club
LISEC
MAST literary magazine
Mathletes
Launch X (MIT)
Musical Productions
National Honor Society
Peer Leadership
Robotics Club
Rotary-Interact Club
SCIMATECH (Science Olympiad)
Senior Class
Sophomore Class
Student Council
STEM
Technical Director
Tri-M Honor Society
Varsity Club
Yearbook

Middle School

Art Club
Boys' Basketball Intramurals
Band Concert Grades 6, 7/8
Chorus Concert Grades 6, 7/8
Strings Concert Grade 6
Strings Concert Grades 7/8
Chess Club
Drama Club
Detention
Environmental Club
Frost Valley Trip Coordinator
Grade 6 Intramurals
Mathletes
National Junior Honor Society
Newspaper
Science Olympiad
STEM Club (Lego League)
Student Council
Yearbook

Elementary School

Vocal Music Concerts
Select Choir

Brian Chalmers / Mary LaSita co-advisors
Jonathan Maletta / Dawn DeLeonardis co-advisors
Matthew Sefick
Dennis Christofor
Michael Augello
Jeanette Cooper
Kathi Galvin / Mary LaSita co-advisors
Kerri Neligon / Kristin Britt co-advisors
Robert Dunlop / Brian Chalmers co-advisors
Dierdre Filippi
Amanda Brideson / Adam Bouchard co-advisors
Susan Federico / Stacia Schoen co-advisors
Nicole Sklar
Gina Fedler
Jonathan Maletta
Edward John Worrell
Christine Creighton
Deirdre Filippi / Jesse Rosen co-advisors
Lynne Edsall / Kathi Galvin co-advisors

Stacey Schuman
Jesse Rosen
Edward Pisano
Katherine Butera
Vanessa Salzman
Christian Neubert
Philip Giannusa
Mary LaSita
Robert Farenga/Nancy Bachety
Philip Giannusa
Christina Carlson
Robert Farenga/Nancy Bachety; Substitute: Meg Ryan
Matthew Garofola
Kayleen Everitt/Christina Marino co-advisors
Allison Giannusa
Adam Bouchard
Robert Dunlop
Allison Giannusa
Allison Giannusa

Christian Neubert / Danielle Post
Katherine Butera / Danielle Post

22. Rescission of Co-Curricular Appointment

The Board rescinds the appointment of Samantha Shepard as co-advisor of the elementary school yearbook for the 2017-2018 school year.

23. Lead Evaluators

The Board approves the following resolution:

WHEREAS, §30-3 of the Rules of the Board of Regents requires certification of lead evaluators for purposes of conducting evaluations of teachers and principals in accordance with the requirements under §3012-d of the Education Law, respecting Annual Professional Performance Reviews;

WHEREAS, the individual named below have successfully completed a training course that meets the requirements prescribed in §30-3 of the Rules of the Board of Regents;

NOW, THEREFORE, BE IT RESOLVED, that the Port Jefferson Union Free School District certifies the following individuals as lead evaluators;

Paul Casciano, Ed.D.	(principal and teacher)
Jessica Schmettan	(principal and teacher)
Christine Austen	(teacher)
Kevin Bernier	(teacher)
Jodi Cahill, Ed.D.	(teacher)
Michael Caravello, Ed.D.	(teacher)
Thomas Meehan	(teacher)
Robert Neidig, Ed.D.	(teacher)
Claudia Smith	(teacher)

24. Translators/Interpreters

The Board approves the following as Interpreters/Translators for the 2018-2019 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
Irma Ana Wolber - Spanish

25. Education Law Section 913

IT IS HEREBY RESOLVED, pursuant to Education Law Section 913, that an instructional employee, whose identity is known to the Board of Education, is hereby directed to report for an examination in order to determine the capacity of such person to perform said employee's duties with the Port Jefferson Union Free School District. Said examination will be conducted by a doctor selected by the district at a mutually agreed upon day and time.

26. Co-Curricular 2017-2018

The Board rescinds the appointment of Jennifer Guerrazi as co-advisor of the Elementary School Yearbook for the 2017-2018 school year; and, approves the appointment of Jennifer Guerrazi as advisor of the Elementary School Yearbook for the 2017-2018 school year; in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

B. Finance

1. Financial Reports - The Board approves the following financial reports:

Claims Audit Report - Month of May

Cash Flow Analysis - Month of May

Fund Balance Projection

New Budget Transfers

May Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	60-62, 64-67
School Lunch Fund	12
Federal Fund	24-28
Capital Fund	12
Trust & Agency	9-10, 12
Payroll	34-35
Scholarship Fund	1, 3
EPC Escrow	

Trial Balance - July 2017 – May 31, 2018

Revenue Budget Status - July 2017-June 2018

Appropriation Status Report - July 2017-June 2018

Budget Transfers - Month of May

Approved Fundraisers

2. Extension of Bid Award – Printing Supplies

The Board awards the Printing Supplies bid, for the 2018-2019 school year, to Savon Printing and Tobay Printing, the lowest responsible bidders meeting specifications.

3. Extension of Bid Award – Grounds Maintenance Supplies

The Board awards the bid for Grounds Maintenance Supplies bid, for the 2018-2019 school year, to Vigliotti's Great Gardens, the lowest responsible bidder meeting specifications.

4. Award of Bid – Plumbing Services

The Board approves the extension of the bid for Plumbing Services, for the 2018-2019 school year, to Sentry General Contracting Company.

5. Food Service Contract

The Board approves the extension of the Food Service Program Contract with Aramark Educational Services, LLC, for the 2018-2019 school year.

6. Transportation Contracts

The Board approves the extension of transportation contracts with Suffolk Transportation Services Inc., for the 2018-2019 school year, with a price increased based on the consumer price index (CPI) issued by the New York State Education Department.

7. Affordable Care Act

The Board approves the appointment of Seneca Consulting Group to work with the District on the Affordable Care Act Administration; and further, the Board approves the Extension and Amendment of Benefit Consulting Agreement between Seneca Consulting Group and the Port Jefferson Union Free School District for assistance with Employer Mandate obligations under the Affordable Care Act.

8. SEQRA

The Board approves 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:

2018-2019 Roof Replacement at Earl L. Vandermeulen High School
State Environment Quality Review
Notice of Determination of Non-Significance

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 project mentioned above is now classified as Type II Actions as determined by 6NYCRR§617.5 and

WHEREAS, this project falls under the following categories:

- A. Maintenance or repair involving no substantial changes in an existing structure of facility;
- B. Replacement, Rehabilitation or Reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in Section 617.4 of this Part;

THEREFORE, as the lead agency for the SEQRA determination, the above referenced project falls under Categories "A" or "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)".

9. Energy Performance Contract Amendment

The Board approves the Energy Performance Contract Amendment #2, dated June 22, 2018, between Johnson Controls, Inc. and Port Jefferson Union Free School District.

10. Approval of Services

The Board approves the following musical services for the 2018-2019 school year:

Jeanette Cooper	Rehearsal Pianist (musical productions)	\$1,300.00
Amy Tyler/John Worrell	Choreographer (musical productions)	\$1,200.00
Steve Martino	Orchestra Musician (drums- musical productions)	\$ 400.00
Bob Dalpiaz	Orchestra Musician (reeds-musical productions)	\$ 400.00
Lee Dash	Substitute Orchestra Musician (Reeds)	

11. Approval of Services

The Board approves the following piano accompanists for the 2018-2019 winter and spring concert seasons, at the rate of \$80.00 per hour not to exceed 15 hours:

Xin Ben Yu	
AnnMarie Disibio	substitute
Jason Crockett	substitute
Jeanette Cooper	substitute
Daniel Ragone	substitute
Arlene Russell	substitute

12. Interscholastic Competitions

The Board approves the attendance by qualifying teams/individuals, boys and girls track and cross country, at the following interscholastic competitions held beyond the Long Island area, for the 2018-2019 school year:

- Rhode Island Cross Country Inv., Brown University (tentative)
- Penn Relays at University of Pennsylvania, PA
- Eddy Games, Schenectady, NY
- National Track and Field Championships at Greensboro, NC

C. Facilities & Operations

1. Surplus Textbooks

The Board declares the following textbooks as surplus property; and, authorizes the Deputy Superintendent to dispose of same in the best interest of the school district:

- (82) Mathematics Course 1, HOLT 2008
- (135) Mathematics Course 2, HOLT 2008
- (66) Mathematics Course 3, HOLT 2008
- (53) World Geography, HOLT 2009
- (17) Experience Technology, Glencoe-McGraw Hill 1997
- (5) The Language of Literature, McDougal Littell 1997
- (133) Mathematics: Applications and Connections Course 2, Glencoe-McGraw Hill 2001
- (78) Mathematics: Applications and Connections Course 3, Glencoe-McGraw Hill 2001
- (86) Integrated Mathematics, AMSCO (1998)

D. Education

1. Committees on Special Education

The Board approves the recommendations of the Committees on Special Education for meetings held:

- April 12, 13, 16, 18, 19, 20, 23, 25, 26, 27, 30, 2018
- May 1, 2, 4, 8, 9, 11, 15, 16, 17, 21, 22, 23, 24, 29, 31, 2018
- June 1, 8, 11, 15, 2018

2. APPR

The Board approves the continued use of the District's Annual Professional Performance Review plan for classroom teachers and principals in compliance with Education Law Section 3012-d and 8 N.Y.C.R.R. 30-3, during the 2018-2019 school year.

3. Columbia University Teachers College

The Board approves participation in the Columbia University, Teachers College, Reading and Writing Project (TCRWP) for staff development for the 2018-2019 school year.

4. Concussion Management Services

The Board approves the following Chief School Medical Officer Concussion Management service appointments for the 2018-2019 school year, at no cost to the district:

Orthopedics Associates of Long Island (OALI)
St. Charles Hospital's *Think Smart Concussion Management Program*

5. Special Education Providers

The Board approves the following special education providers for the 2018-2019 school year:

Achieve Beyond	Madonna Heights
AHRC	Metro Therapy
Anderson Center for Autism	Naviance
Behavior Support	New York Therapy
Christine Benanti	O'Neill, Nicole
Burkhard, Dr. Karin	PBS Consulting
Career and Employment Options	Rocky Point Medical Group (Dr. John Gil)
Comsewogue School District	Russell, Monique
Chiquitucto, Aliza Dianne	Sachem School District
Complete Rehabilitation	Seyfert, David
Consulting That Makes A Difference	Smithtown School District
Creative Tutoring	Solomon, Dr. Ilene
DaVinci Education and Research	South Country School District
Developmental Disabilities Institute	South Huntington School District
Eden II/Genesis Outreach Autism Center	St. Charles Hospital
Frontline Education	St. James Tutoring
Gayle E. Kligman Therapeutic Resources	Stony Brook Hospital
Gersh Academy	Syosset Tutoring
Horizon Healthcare	The Community Programs Center of L.I.
iTutor	Three Village School District
Interim Health Care	Top Grade Tutoring
Islip Tutoring	UCP of Suffolk
Learning Ally	Willis, Joanne
Little Flower Union Free SD	
Mary Haven Center of Hope	

July 19, 2018

A special meeting of the Port Jefferson School District Board of Education was held on July 19, 2018 at the District Office. Present at the 4:03 p.m. call to order by President Kathleen Brennan were Vice-President Tracy Zamek, Board Members Ellen Boehm, David Keegan, Rene Tidwell, and Ryan Walker, Superintendent of Schools Paul Casciano and District Clerk Janice Baisley. Board Member Adam DeWitt absent.

Motion was made by Mrs. Zamek, seconded by Mrs. Boehm, and carried 6-0 that the Board enter executive session to discuss a personnel matter. The District Clerk left the room and Mrs. Brennan acted as Clerk pro tem. Joining the Board in executive session from 4:40 p.m. to 5:45 p.m. was a candidate for Director of Health, Physical Education and Athletics.

At 5:50 p.m., the Board reentered general session.

Motion was made by Mrs. Boehm, seconded by Mrs. Zamek and carried 6-0 that the Board approve the appointment of Adam Sherrard as Director of Health, Physical Education, and Athletics, on a probationary basis, effective on or about August 13, 2018, or sooner based on his availability, at the rate of \$125,000 per annum, in accordance with the negotiated agreement with the Port Jefferson Administrators' Association.

At 5:57 p.m., motion was made by Ms. Tidwell, seconded by Mr. Keegan and carried 6-0 to adjourn.

Janice Baisley, District Clerk