

September 17, 2018

The regular monthly business meeting of the Port Jefferson School District Board of Education was held on September 17, 2018 at Edna Louise Spear Elementary School. Present at the 6:04 p.m. call to order by President Kathleen Brennan, were Vice-President Tracy Zamek, Board Members, Ryan Biedenkapp, Ellen Boehm, David Keegan, Rene Tidwell and Ryan Walker, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, and Assistant Superintendent of Curriculum and Instruction Jessica Schmettan.

Motion was made by Mrs. Boehm, seconded by Mr. Keegan and carried 7-0 that the Board enter executive session to discuss legal and personnel matters.

RECOGNITION

Dr. Casciano acknowledged the employees who worked throughout the summer to prepare for school opening. Mrs. Brennan extended thanks to those employees on behalf of the Board.

MINUTES

Motion was made by Mrs. Zamek, seconded by Mrs. Boehm and carried 7-0 that the Board approves the minutes of the following meetings:

- Regular Meeting held August 14, 2018
- Special Meeting held August 29, 2018

PUBLIC COMMENT

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

R. Bonura – appointment of new board member

REPORTS

Student Representative, Chloe Andriani, reported on school activities.

The report from the Superintendent included:

- Welcome to the new student representative and new trustee
- Community Forum series
- LIPA legal issue
- Wall of Fame
- Facilities summer work presentation by Fred Koelbel

The report from the Board President included:

- Tour of facilities on August 29th.
- 9-11 ceremony at the Port Jefferson Fire Department
- Committee assignments

BOARD CONSENT AGENDA

Mrs. Brennan read into the record the following personnel changes: Resolution A.4 delete Cheryl Jordan and replace with Susan Robinson, resolution A.5 table appointment of Anthony Filippi and

Paul Scalcione as Volunteer Baseball coaches, and appoint Anthony Filippi as Volunteer Middle School Football Coach. Motion was made by Mr. Keegan, seconded by Mrs. Boehm and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-11, with changes, appearing on the September 17, 2018 consent agenda.

Mrs. Brennan read into the record the following finance changes: Delete resolution B.3, add resolution B.6. Motion was made by Mrs. Zamek, seconded by Mr. Walker and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-2 and 4-6 appearing on the September 17, 2018 consent agenda. Mrs. Brennan extended thanks for the scholarship donation, resolution B.2.

Motion was made by Mr. Keegan, seconded by Mrs. Zamek that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-2 appearing on the September 17, 2018 consent agenda. Discussion. Motion carried 7-0.

OLD BUSINESS

Board Committees – Mrs. Brennan read into the record assignments of the following Board Committees for the 2018-2019 school year:

Audit – Chairperson Ellen Boehm, Kathleen Brennan, Ryan Walker

Curriculum – Chairperson Kathleen Brennan, Ryan Biedenkapp, Tracy Zamek

Facilities – Chairperson David Keegan, Ellen Boehm, Ryan Walker

Finance – Co-Chairs David Keegan and Ellen Boehm, Rene Tidwell

Policy – Chairperson Tracy Zamek, Rene Tidwell, Ryan Biedenkapp

Motion was made by Mr. Keegan, seconded by Mr. Walker, and carried 7-0 that the Board approve the committee assignments.

NEW BUSINESS

Goals and Objectives – Motion was made by Mrs. Zamek, seconded by Mrs. Boehm that the Board adopt the attached goals and objectives for the 2018-2019 school year. Discussion ensued. Motion carried 7-0.

PUBLIC COMMENT

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

ADJOURNMENT

At 8:30 p.m., motion was made by Mr. Walker, seconded by Mrs. Tidwell, and carried 7-0 that the Board enter executive session to discuss matters of personnel and litigation. The District Clerk left the meeting and Mrs. Brennan acted as Clerk pro tem.

At 9:58 p.m., the Board reentered general session. Motion was made by Mr. Keegan, seconded by Mr. Biedenkapp and carried 7-0 to adjourn.

A. Personnel

1. Request for Leave – LOTE Techer

The Board approves the request of Celiana Gandolfo, teacher of Languages Other Than English, for a leave of absence from on or about December 3, 2018 until on or about March 11, 2019, in accordance with Board Policy 9520.2 Family and Medical Leave and Articles IX.B.9. and IX.F. of the negotiated agreement with the Port Jefferson Teachers Association.

2. Resignation – Teaching Assistant

The Board accepts the resignation of Pamela Cacciani, as a Teaching Assistant, effective August 17, 2018.

3. Resignation – Teaching Assistant

The Board accepts the resignation of Jane Tofano, as a Teaching Assistant, effective September 3, 2018.

4. Appointment – Teaching Assistant

The Board approves the appointment of ~~Cheryl Jordan~~ Susan Robinson, as a Teaching Assistant, on a probationary basis, effective on or about September 18, 2018, in accordance with the negotiated agreement with the United Paraprofessional Association of Port Jefferson.

5. Coaches

The Board approves the following coaching positions for the 2018-2019 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association, contingent upon Temporary Coaching License, First Aid and CPR notifications:

~~Appoint Paul Scalcione Volunteer Coach MS/JV/V Baseball~~

~~Appoint Anthony Filippi Volunteer Coach MS/JV/V Baseball~~

Rescind - Roderick Cawley Boys Varsity Cross Country Head Coach, effective 9/7/18

Appoint – David Okst Boys Varsity Cross Country Head Coach, effective 9/8/18

Appoint – Anthony Filippi Volunteer Middle School Football Coach

6. Substitute Fitness Center Instructor

The Board approves the following as a Substitute Fitness Center Instructor for the 2018-2019, Fall, Winter and Spring seasons, in accordance with the negotiated agreement with the Port Jefferson Teachers Association: Dinae Camarda

7. Community Fitness Instructor

The Board approves the following as a Community Fitness Center Instructor for the 2018-2019 school year, at the rate of \$20.00 per hour: Paul Scalcione

8. After School Supervision

The Board approves the following Middle School/High School after school supervision stipend appointment, as needed for the 2018-2019 school year, at the rate of \$20.00 per hour: Bernadine Devlin

9. Lifeguard

The Board approves the appointment of Grant Calendrille, as a Lifeguard for the 2018-2019 school year, for Community Swim at Edna Louise Spear Elementary School, at the rate of \$12.00 per hour, contingent upon First Aid, CPR and Lifeguard certifications.

10. Substitutes

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

Angela Filangeri

Mary Keegan

Teaching Assistant

Maribeth Siskind

11. Settlement Agreement & General Release

The Board approves the following resolution: BE IT RESOLVED, that the Board of Education of the Port Jefferson Union Free School District accepts the terms and conditions set forth in a Settlement Agreement and General Release between the Board of Education and a certain non-instructional staff member, such Settlement Agreement and General Release having been reviewed during Executive Session; and further, authorizes the Board of Education President to execute said Settlement Agreement and General Release on behalf of the Board of Education.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of June

Cash Flow Analysis - Month of June

Fund Balance Projection

New Budget Transfers - None

June Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	68, 70-77, 79
School Lunch Fund	13-15
Federal Fund	29, 31-34
Capital Fund	13, 15-16
Trust & Agency	10, 13, 15
Payroll	36, 38-41
Scholarship Fund	No Warrants
EPC Escrow	No Warrants

Trial Balance - July 2017 – June 30, 2018

Revenue Budget Status - July 2017-June 2018

Appropriation Status Report - July 2017-June 2018

Budget Transfers - Month of June

Extra Classroom Activity Reports – June 2018

Approved Fundraisers

ExtraClassroom Quarterly 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	1-2, 4
School Lunch Fund	No Warrants
Federal Fund	No Warrants
Capital Fund	No Warrants
Trust & Agency	No Warrants
Payroll	1-3
Scholarship Fund	No Warrants
EPC Escrow	No Warrants

Trial Balance - July 2018

Revenue Budget Status - July 2018-June 2019

Appropriation Status Report - July 2018-June 2019

Budget Transfers - Month of July

Approved Fundraisers

2. Scholarship

The Board approves the establishment of the A.S. Engineering Services Scholarship; and further, the Board accepts the scholarship donation from Alex Spyrou in the amount of \$1,000.00 to be awarded to a graduating Earl L. Vandermeulen High School scholar-athlete.

~~3. Donation~~

~~The Board gratefully accepts the donation of a Horizon E1200 Elliptical cardiovascular exercise machine from community member Lauren Sheprow.~~

4. Driver Education Instructors – Rate of Pay

The Board approves the rate of pay for Driver Education Classroom Instructors for the 2018-2019 school year, as follows:

Stephen Fox – Driver Education Lecture Instructor - \$66.66/hour

Alexander Tamuk – Substitute Driver Education Lecture Instruction - \$66.66/hour

5. Transfer of Reserves

The Board approves the following resolution:

WHEREAS, by action of the Board of Education, the Port Jefferson Union Free School District has previously established certain reserves having the following balances as of the fiscal year ending June 30, 2017:

<i>Reserves</i>	<i>Fiscal Year Ending 6/30/17</i>
Workers' Compensation	3,092,345
Unemployment	1,848,387
Compensated Absences	3,208,962
Employees' Retirement	3,444,679
Debt Service	1,506,086
Deferred Revenue	318,501
Capital Reserve	4,507,364
Total Reserves	17,926,324

And, WHEREAS, the Port Jefferson Board of Education wishes to utilize and or contribute additional funds where appropriate,

NOW BE IT RESOLVED that the Port Jefferson Board of Education hereby authorizes transfers of 2017-18 fund balance to any of the properly established reserves not exceed:

<i>Reserves</i>	<i>Transfers Not to Exceed</i>
Workers' Compensation	200,000
Unemployment	200,000
Compensated Absences	420,000
Employees' Retirement	200,000
Capital Reserve	1,500,000
Total Reserves	2,520,000

6. Tax Levy

The Board approves the following resolution: Be it resolved, that the amount to be raised by tax levy for the Port Jefferson Union Free School District be fixed at the sum of \$36,434,479; and, be it further resolved, that the amount to be raised by tax levy for the Port Jefferson Library Association be fixed at the sum of \$3,099,391.38, for the 2018-2019 school year.

C. Facilities & Operations

D. Education

1. Committees on Special Education

The Board approves the recommendations of the Committees on Special Education for meetings held: July 26, 31, August 6, 15, 23, 28, 2018

2. Professional Development Plan

The Board approves the adoption of the Professional Development Plan for the 2018-2019 school year.

PORT JEFFERSON SCHOOL DISTRICT

2018-2019

GOALS & OBJECTIVES

➤ **Exceptional Student Achievement**

1. **Student Achievement Goal:**

Provide instruction that will maximize student achievement through data informed instruction and best practices designed to meet the varied needs of all learners and maintain our standing as a top-performing school district.

Student Achievement Objectives:

In order to move closer to our Student Achievement goal, we will be pursuing the following Objectives during the 2018-19 school year:

Objective 1A: Complete a quantitative analysis that includes data collected through multiple measures.

Objective 1B: Prepare for the implementation of New York State Next Generation Standards and Every Student Succeeds Act initiatives.

Objective 1C: Develop more consistent criteria for assessing student performance to determine secondary report card and final grades.

Objective 1D: Implement new strategies to challenge all of our students to reach their full potential.

➤ **Prudent Fiscal Management**

2. **Fiscal Management Goal:**

Develop short and long-term financial plans for the district that meet the needs of our students, staff, and community while maintaining spending within the allowable tax cap or other targets set by the Board of Education.

Fiscal Management Objectives:

In order to move closer to our Fiscal Management Goal, we will be pursuing the following Objectives during the 2018-19 school year:

Objective 2A: Develop a long term financial plan which is sensitive to maintaining outstanding student achievement, the State's tax levy cap, and potential changes in LIPA assessments.

Objective 2B: Prepare and pass a proposed budget for the 2019-20 school year that is sensitive to the needs of students, staff, and residents.

Objective 2C: Develop and begin to implement a multi-year plan for continuing to address facility needs.

Objective 2D: Explore a lunch program plan with food options that are more likely to be purchased for consumption by students and staff.

➤ **Effective Leadership Development and Continuity**

3. **Leadership Goal:**

Develop leadership capacity that will result in effective leadership throughout the ranks and successful succession planning and continuity.

Leadership Objectives:

In order to move closer to our Leadership Development and Continuity goal, we will be pursuing the following Objectives during the 2018-19 school year:

Objective 3A: Develop informal leadership capacity and interest in formal leadership positions among teachers.

Objective 3B: Continue to develop leadership capacity among administrators to increase effectiveness that could potentially result in succession planning and continuity in our leadership ranks.

➤ **Healthy Students**

4. **Promoting Healthy Students Goal:**

Promote physical, mental, and social-emotional health through positive habits and provide self-correcting strategies when positive health may be compromised.

Promoting Healthy Students Objectives:

In order to move closer to our Promoting Healthy Students goal, we will be pursuing the following objectives during the 2018-19 school year.

Objective 4A: Implement our Board Policy on Wellness.

Objective 4B: Expand the Promoting Wellness initiative throughout PreK – 12 which includes mindfulness, movement and breathing.

➤ **Safety and Security**

5. Safety and Security Goal:

Insure a safe and secure school environment for students and staff physically and emotionally.

Safety and Security Objectives:

In order to move closer to our Safety and Security goal, we will be pursuing the following objectives during the 2018-19 school year:

Objective 5A: Implement new security measures to supplement currently existing strategies and prevent external threats.

Objective 5B: Implement new security measures to supplement currently existing strategies and prevent internal threats.

Objective 5C: Develop strategies for creating an emotionally healthy environment and addressing students' anxiety, stress and depression.

September 24, 2018

A special meeting of the Port Jefferson School District Board of Education was held on September 24, 2018 at Edna Louise Spear Elementary School. Present at the 7:30 p.m. call to order by Vice-President Tracy Zamek, were Board Members Ryan Biedenkapp, Ellen Boehm, David Keegan, Rene Tidwell, and Ryan Walker, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, Assistant Superintendent for Curriculum and Instruction Jessica Schmettan. President Kathleen Brennan was absent.

Motion was made by Mrs. Boehm seconded by Mr. Biedenkapp, and carried 6-0 that the Board enter executive session to discuss a legal matters. Joining the Board in executive session from 7:30 p.m. to 8:00 p.m. were school district attorneys John Gross and CarriAnn Tondo.

At 8:10 p.m., the Board reentered general session. John Gross and CarriAnn Tondo were in attendance.

PUBLIC COMMENT

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

BOARD BUSINESS

John Gross explained the purpose and process for the recommended filing of an appeal cited in the resolution before the Board. Discussion ensued.

Motion was made by Mr. Keegan, seconded by Mrs. Boehm and carried 6-0 that the Board approve the following resolution:

WHEREAS, the Board of Education of the Port Jefferson Union Free School District (“School District”) is a Plaintiff in a legal action commenced against Defendants, LIPA, National Grid and others (“Defendants”) in a matter captioned *Board of Education of the Northport-East Northport Union Free School District and Board of Education of the Port Jefferson Union Free School District v. Long Island Power Authority, et al.*, venued in New York State Supreme Court – Commercial Division, Suffolk County and bearing Index Number 15194/2011, and

WHEREAS, on August 15, 2018, the Honorable Elizabeth H. Emerson issued a Short Form Order granting Defendants’ motion for summary judgment, denying the School District’s cross-motion for summary judgment, issuing declaratory relief in favor of the Defendants on the first and third causes of action and dismissing all of the School District’s pending causes of action (“Short Form Order”), and

WHEREAS, the Board of Education believes that the decision rendered by Justice Emerson was in error and has determined that it is in its best interest to appeal and/or challenge the Short Form Order;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby authorizes its general counsel, Ingerman Smith, LLP, to pursue and file an appeal of the State Supreme Court Short Form Order regarding Index Number 15194/2011 and to take such further action on behalf of the School District, including but not limited to, making any motion and/or application deemed necessary regarding the Short Form Order on behalf of the Board of Education.

ADJOURNMENT

At 8:10 p.m., motion was made by Mrs. Boehm, seconded by Mrs. Tidwell, and carried 6-0 to adjourn.
