

June 9, 2009

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on June 9, 2009 at Edna Louise Spear Elementary School. Present at the 7:35 p.m. call to order by President Stacey Zink, were Board Members, Marybeth Collins, Lauren Hubbard, Robert Ramus and Elisa Scott, Superintendent of Schools, Max Riley, and District Clerk, Janice Baisley. Board Members Robert Frey and Joseph Camarda were absent.

Motion was made by Dr. Hubbard, seconded by Mrs. Collins and carried 5-0 that the Board approve the minutes of the following meetings:

Regular Meeting held May 12, 2009

Special Meeting held May 27, 2009

The following students were recognized for their achievements:

- Middle School Science Olympiad Team by Roseann Cirnigliaro
- Latin Students by Anne Algieri
- CSI Team by Robert Hagan

The Report from the Superintendent of Schools included:

- Newsweek's Top High Schools
- Student presentation on Spain Trip
- AP Students taking AP Exams – Roseann Cirnigliaro
- Laptop Bid Decision Analysis & introduction of representative from Lenovo, Inc. – William Brennan

Ms. Zink announced the open forum.

E. Takajian – alternative locations for senior trip

D. Leverich – acknowledgement of STAR awards and recognition of the arts

Report from the Board President included:

- distributing Board Self-Evaluation document
- committee reports due June 23
- special tenure meeting June 17
- request for board member summer vacation schedules
- vision planning

Committee reports were given as follows:

Dr. Hubbard – Facilities

Mr. Ramus - Technology

Student Representative, Michelle Witrock, was recognized for her service to the Board. Michelle introduced next year's student representation, Lucienne Rosner.

Motion was made by Dr. Hubbard, seconded by Mr. Ramus that as recommended by the Superintendent of Schools, the Board approve the resolutions appearing on the June 9, 2009 consent agenda:

- A. Personnel - resolutions numbered 1 - 10
- B. Finance - resolutions numbered 1 - 13
- C. Facilities and Operations – resolutions numbered 1 - 3
- D. Education - resolutions numbered 1 - 4

Board Policy 4510.2 – Computer, Network and Internet Use Policy was presented for a second reading & adoption. Motion was made by Dr. Hubbard that the last sentence in paragraph 4 be changed to include the word “intentional” as follows: “Intentional damage of any kind . . .” Motion was seconded by Mr. Ramus and carried 5-0 to adopt policy 4510.2 as amended.

Mrs. Zink announced the second open forum:

D. Wittrock – thanked and congratulated the Board for their work

At 9:20 p.m., motion was made by Mrs. Collins, seconded by Mr. Ramus and carried 5-0 that the Board enter executive session to discuss personnel items. The District Clerk left the meeting and Ms. Rianna acted as Clerk pro tem.

At 11:15 p.m., the Board reentered general session.

Motion was made by Mrs. Collins, seconded by Dr. Hubbard and carried 5-0 that the Board approve resolutions numbered 11 – 15, added to the personnel section of Board business.

Motion was made by Mrs. Collins, seconded by Dr. Hubbard and carried 5-0 that the Board reenter executive session.

At 11:30 p.m., the Board reentered general session.

Motion was made by Dr. Hubbard, seconded by Mrs. Collins and carried 5-0 that the Board approve resolution numbered 16, added to the personnel section of Board business.

At 11:35 p.m., motion was made by Mr. Ramus, seconded by Dr. Hubbard and carried 5-0 to adjourn.

CONSENT AGENDA – 6/9/09

A. Personnel

1. Request for Extension of Leave –

The Board grants the request of Jennifer Walling for an extension of her childcare leave of absence for the 2009-2010 school year in accordance with Article IX .F. of the negotiated agreement with the Port Jefferson Teachers Association.

2. Request for Extension of Leave –

The Board grants the request of Kathryn Zvokel for an extension of her childcare leave of absence for the 2009-2010 school year in accordance with Article IX .F. of the negotiated agreement with the Port Jefferson Teachers Association.

3. Request for Leave -

The Board grants the request of Jaime Veraldi for a childcare leave of absence for the period June 15, 2009 to November 30, 2009 in accordance with Article IX .F. of the negotiated agreement with the Port Jefferson Teachers Association.

4. Request for Leave –

The Board grants the request of Sandra Eybs for a childcare leave of absence for the period September 1, 2009 to December 4, 2009 in accordance with Article IX .F. of the negotiated agreement with the Port Jefferson Teachers Association.

5. Request for Leave –

The Board grants the request of Allyson Carlson for a childcare leave of absence, under FMLA, from September 1, 2009 to September 30, 2009.

6. Request for Leave –

The Board grants the request of Lynne Pellegrino for a childcare leave of absence, under FMLA, from June 22, 2009 to October 14, 2009.

7. Substitutes -

The Board approves the following substitutes for the 2008-2009 school year:

Kristine Vaccaro	Teacher
Marsha Cohen	Teacher

8. Summer Academy Services –

The Board approves the appointment of the following teachers and teaching assistants for the Summer 2009 Academy:

NURSE:

7/6/09-8/14/09 Carol Bosch (at the rate of \$30/hr.)

TEACHERS:

7/6/09-8/7/09

Amy Castaldo
Bonnie Quartarone
Kim Berg

7/6/09-8/14/09

Christina Carlson [self-contained class]

TEACHING ASSISTANTS:

7/6/09-8/7/09

Maureen Colon
Vicky Jobst
Winifred Lento
Kathy Siani
Deborah Wilson
Shannon Griffin

7/6/09-8/14/09

Jessica Bliss [self-contained class]
Lynn Lalia [self-contained class]

9. Athletic Department Appointments

The Board approves the following athletic department appointments for the 2009-2010 school year:

Equipment Manager

Nicole Poulianos

Head Life Guards

Mary Fleckenstein

Loraine Serabian

Kevin Rowett

Andrew Cosci

Francoise Schachner

Life Guards

Chris Bourginon

John Luis Damaskos

Jaclyn Bosch

Katrina Holvik

Gavin Clarke

Katherine Kaiser

Paige Lyons

Christopher Kaiser

Katherine Kaiser

10. Summer Employment

The Board approves the appointment of John Luis Damaskos as a summer employee for the operations and maintenance department.

ADDITIONS:

11. Memorandum of Agreement – PJAA

Be it resolved that the Board of Education of the Port Jefferson Union Free School District hereby approves and ratifies the Memorandum of Agreement dated June 9, 2009 between the negotiating representatives of the Port Jefferson Administrators Association and the negotiating representatives of the Port Jefferson School District.

12. Memorandum of Agreement – PJAA

Be it resolved that the Board of Education of the Port Jefferson Union Free School District hereby approves and ratifies the Memorandum of Agreement dated June 9, 2009 between the negotiating representatives of the Port Jefferson Administrators Association and the negotiating representatives of the Port Jefferson School District.

13. Retirement

The Board accepts the retirement of Lynn Burke, Elementary School Principal, effective June 30, 2009.

14. Stipulation of Settlement

Be it resolved that the Board of Education hereby approves a Stipulation of Settlement between a member of the Administrative Staff and the Port Jefferson School District dated June 9, 2009 and authorizes the execution of said Stipulation by the Board President, Superintendent, and Acting Elementary School Principal.

15. Memorandum of Agreement – Paraprofessionals

Be it resolved that the Board of Education of the Port Jefferson Union Free School District hereby approves and ratifies the Memorandum of Agreement dated June 5, 2009 between the negotiating representatives of the Paraprofessionals Association and the negotiating representatives of the Port Jefferson School District and authorizes the Superintendent to execute the new collective bargaining agreement incorporating the terms of said Memorandum of Agreement.

16. Amendment to Employment Agreement – Superintendent of Schools

The Board approves a certain First Amendment to the employment agreement of the Superintendent of Schools.

B. Finance

1. Financial Reports

The Board accepts the financial reports.

2. Approval of Payment for Services

The Board approves payment for services rendered by Jeanette Cooper as accompanist for the high school drama production.

3. Printing – Printed Forms Bid

The Board awards the Printed Forms Bid to the lowest responsible bidder meeting specifications as follows:

Sav-On Printing \$23,510.84

4. Cooperative Bid – School Furniture and Equipment

The Board authorizes the Port Jefferson UFSD to participate in the New York State Cooperative Bid for Various Types of School Furniture and equipment, dated April 23, 2009, with Education Data Services for Classroom Seating, Early Childhood/Kindergarten Furniture, Classroom Tables, bulletin boards, tack boards, White marker Boards, Computer Tables, Computer Carts, file Cabinets/Teacher Desks, Library Furniture, Maps/Globes, A/V Equipment, carts, Science Furniture, and Cafeteria Tables.

5. Electrical, Plumbing, Oil and Gas Burner Maintenance Service Bids:

Recommendation- That the Board award the Electrical Services, Plumbing Services, Oil and Gas Burner Maintenance and Repair Service bid to the lowest responsible bidders meeting specifications as follows:

Oil and Gas Burner Maintenance and Repair Services:

Island Industrial Boiler

Plumbing Services:

Sentry Contracting

Electrical Services:

Sentry Contracting

6. Organic Turf Maintenance Bid

Recommendation - That the Board award the bid for Organic Turf Maintenance to the lowest responsible bidders meeting specifications as follows:

Vigliotti's Great Gardens
Maxwell Turf Supply

7. Laptop Bid Award

The Board approves the following resolution:

WHEREAS, the Board of Education is authorized to enter into agreements for the lease of personal property;

WHEREAS, the Board of Education desires to implement the use of notebook computers by the students of the School District in furtherance of the School District's educational mission;

WHEREAS, the cost of leasing notebook computers and associated equipment for the District is less than the cost of ownership and maintenance of the notebook computers and equipment;

WHEREAS, the lease of the notebook computers will allow the School District to enter into a more sustainable technology replacement cycle and eliminate the need to invest additional capital in outdated technology; and

WHEREAS, the Board of Education has determined that such lease of such computers is in the best financial interests of the School District.

WHEREAS, on or about May 4, 2009, the School District solicited bid proposals for the lease of such notebook computers and accessories in accordance with General Municipal Law section 103 and received proposals in response to its bid;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education hereby awards the contract for the lease of laptop computers listed in Base Bid II to Lenovo, Inc. pursuant to the terms and conditions of the bid specifications;

BE IT FURTHER RESOLVED that the Board of Education authorizes the Board President to execute the necessary documents in connection with said award as required by the bid specifications.

8. General Supplies Bid:

The Board approves the following resolution to award supplies and materials for the 2009-2010 school year:

WHEREAS, it would be in the joint interest of the Port Jefferson School District and 108 other New York State school districts that participate in the cooperative bids for the purchase of various supplies, materials and equipment, as advertised by the Clarkstown

Central School District acting as the Lead Agency, as provided by General Municipal Law Section 119-0 and,

WHEREAS, each Board of Education retains the legal authority to contract with the successful vendors and shall not be bound by purchase contracts or other agreements made by other Boards of Education, therefore

BE IT RESOLVED, that the Board of Education of the Port Jefferson School District thereby agrees to participate with the 108 named school districts in such cooperative bids and,

BE IT FURTHER RESOLVED, that the Board of Education of the Port Jefferson School District awards to the following items to the vendors indicated based on the New York/Island cooperative bidding awards for the 2009-2010 school year:

TYPE	ITEMS AWARDED	AMOUNT	
General Classroom Supplies	1,040	\$31,808.95	
Audio Visual Supplies	17	\$3,426.16	
Rocketry	19	\$2,819.94	
Fine Arts Supplies	514	\$14,016.93	
Health/Trainer Supplies	50	\$2,044.76	
Library Supplies	37	\$984.72	
Office/Computer Supplies	71	\$2,433.83	
Physical Education Supplies	64	\$9,265.69	
Science Supplies	316	\$15,299.13	
Technology Supplies	159	\$8,129.47	
Photography Supplies	36	\$4,062.43	
TOTAL AWARDED	2,323	\$94,292.01	

9. Athletic Supplies / Uniform Bid:

Recommendation: That the Board of Education awards the Athletic Supply/Uniform bid to the lowest responsible bidders, as follows:

M-F ATHLETIC COMPANY	\$1,070.00	UNIFORMS FOR ALL	\$246.75
ALUMINUM ATH. EQUIP.	\$65.00	R&R TROPHY	\$869.14
ARC SPORTS	\$111.00	PASSON SPORTS	\$4,185.74
ANACONDA SPORTS	\$187.14	P. J. SPORTING GOODS	\$16,032.75
PYRAMID SCHOOL PRODUCTS	\$1,148.02	SOUTH SHORE OUT.	\$3,109.46
MEDCO SUPPLY	\$83.27	GTM SPORTSWEAR	\$2,610.00
JISH INC./BILL PEARSON SPORTS	\$31.20	NON-STOP VOLLEYBALL	\$2,137.10
LEVY'S INC.	\$10,863.29	SPORTMANS	\$5,486.25
MASSAPEQUA SOCCER	\$1,846.05	TRIPLE CROWN SPORTS	\$4,513.30
METUCHEN	\$3,935.70	STADIUM SYSTEM	\$52.50
SCHOOL HEALTH CORP	\$74.23	RIDDELL/ALL AMER.	\$321.80
HENRY SCHEIN	\$117.12	FLAGHOUSE, INC.	\$43.48
LONGSTRETH SPORTING	\$159.80		
		TOTAL AWARD	\$59,300.09

10. Music Supplies and Sheet Music Bid

The Board awards the music supplies and sheet music bid to the lowest responsible bidders meeting specifications as follows:

Sandy Enterprises in the amount of \$99.80

Washington Music Center in the amount of \$3,586.50

Interstate Music in the amount of \$1,295.12

Advantage Music in the amount of \$4,734.46

National Discount Music in the amount of \$2,174.05

Maximum Music in the amount of \$1,755.87

11. Reestablishment of Reserves

The Board approves the following resolutions:

RESOLVED, that the Port Jefferson Union Free School District reestablish a Reserve Fund know as the "Accrued Liability and Employee Benefits Reserve" for the payment of amounts due to employees upon termination; and,

BE IT FURTHER RESOLVED, that the 2008-2009 funding for this reserve shall be provided from district funds not to exceed \$400,000 for such purpose.

RESOLVED, that the Port Jefferson Union Free School District reestablish a Reserve Fund know as the "Reserve for Unemployment" for the payment of unemployment claims; and,

BE IT FURTHER RESOLVED, that the 2008-2009 funding for this reserve shall be provided from district funds not to exceed \$100,000 for such purpose.

RESOLVED, that the Port Jefferson Union Free School District reestablish a Reserve Fund know as the "Workers' Compensation Reserve" for the payment of claims arising out of workers' compensation incidents; and,

BE IT FURTHER RESOLVED, that the 2008-2009 funding for this reserve shall be provided from district funds not to exceed \$200,000 for such purpose.

RESOLVED, that the Port Jefferson Union Free School District reestablish the contingency fund know as the "Suffolk County Tax Act" as a reserve in anticipation of taxes to be levied; and,

BE IT FURTHER RESOLVED, that the 2008-2009 funding for this reserve shall be provided from district funds not to exceed \$400,000 for such purpose.

RESOLVED, that the Port Jefferson Union Free School District reestablish a Reserve Fund know as the "Retirement Contribution Reserve" for the payment of New York State and Local Retirement System Contributions; and,

BE IT FURTHER RESOLVED, that the 2008-2009 funding for this reserve shall be provided from district funds not to exceed \$100,000 for such purpose.

12. Tax Anticipation Notes

The Board approves the attached resolution (Appendix A) authorizing the issuance of the tax anticipation notes in an amount not to exceed \$12,000,000 for the 2009-2010 school year.

13. Library Contract 2009-2010

The Board approves the Library Services Contract between the District and the Port Jefferson Free Library for the 2009-2010 school year.

C. Facilities and Operation

1. 2009-2010 School Lunch Prices

The Board approves the lunch prices for the 2009-2010 school year as follows:

Elementary School Lunch	\$2.45
Secondary School Lunch	\$2.65
Milk	\$.35

2. Food Safety Plan

The Board approves the Food Service Safety Plan as required by the New York State Child Nutrition Program.

3. Energy Education

The Board approves the agreement between Energy Education and the Port Jefferson UFSD; and further, the Board establishes the position of part time energy education specialist in connection therewith.

D. Education

1. CSE Recommendations

The Board accepts the recommendations of the Committees on Special Education.

2. Summer Driver Education Program

The Board approves the agreement between Earl L. Vandermeulen High School and Jim's Cornerstone Driving School for the provision of driver education for the 2009 summer session; and further, the Board approves the services of Carlo Busso as classroom instructor for the 2009 summer driver education program, at the rate of \$1,500 for the session.

3. Trip to France

The Board approves the proposed trip to Paris, France, March 26, 2010 – April 4, 2010 for AP French IV students (and possibly French III).

4. Acceptance of Scholarship

That the Board gratefully accepts a scholarship in the amount of \$1,000 from the Suffolk County Chapter of the New York State Association for Superintendents of School Buildings and Grounds to be presented to a high school graduating senior.

TAX ANTICIPATION NOTE RESOLUTION OF PORT JEFFERSON UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JUNE 9, 2009, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$12,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2010

RESOLVED BY THE BOARD OF EDUCATION OF PORT JEFFERSON UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called "Notes") of Port Jefferson Union Free School District, in the County of Suffolk, New York (herein called "District"), in the principal amount of not to exceed \$12,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law").

Section 2. The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2009 and ending June 30, 2010, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

(b) The Notes shall mature within the period of one year from the date of their issuance.

(c) The Notes are not issued in renewal of other notes.

(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute arbitrage certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

June 17, 2009

A special meeting of the Board of Education of Port Jefferson School District was held on June 17, 2009 at the Port Jefferson Village Center. Present at the 7:45 p.m. call to order by President Stacey Zink were Board Members Marybeth Collins, Lauren Hubbard, Robert Ramus and Elisa Scott, Superintendent of Schools Max Riley, and District Clerk Janice Baisley. Board Members, Joseph Camarda and Robert Frey were absent.

Administrative and teacher tenure candidates were presented.

Motion was made by Mr. Ramus, seconded by Dr. Hubbard and carried 5-0 that as recommended by the Superintendent of Schools, the Board grant tenure to the following administrators effective July 1, 2009:

- Michael Caravello – Director of Music and Fine Arts
- Maureen Hull – Director of English Language Arts / Social Studies

Motion was made by Mrs. Collins, seconded by Mrs. Scott and carried 5-0 that as recommended by the Superintendent of Schools, the Board grant tenure to the following teachers effective September 2, 2009:

- Anne Algieri – teacher of Latin 7-12
- Kimberly Berg – teacher of Elementary Education
- Robert Farenga teacher of Foreign Language
- Matthew Garofola – teacher of Mathematics 7-12
- Carla Greco – teacher of English 7-12
- Regina Paquette - teacher of English as a Second Language
- Kristen Poulos – teacher of Elementary Education
- Eva Rijssenbeek – teacher of English 7-12
- Matthew Sefick – teacher of English 7-12
- Michele Smith – teacher of Special Education
- Karen Stamatopoulos – teacher of Speech
- Jamie Veraldi – teacher of Mathematics 7-12

Congratulations and best wishes were extended.

At 8:20 p.m., motion was made by Mrs. Collins, seconded by Dr. Hubbard and carried 5-0 to adjourn. Ms. Zink invited everyone to stay for refreshments.

June 23, 2009

The Board of Education of Port Jefferson School District held a work session on June 23, 2009 at Edna Louise Spear Elementary School. Present at the 7:40 p.m. call to order by President Stacey Zink were Board Members, Marybeth Collins, Lauren Hubbard, and Elisa Scott, Superintendent, Max Riley, and District Clerk, Janice Baisley. Board Members Robert Frey arrived at 7:45 p.m. and Robert Ramus arrived at 8:15 p.m. Board member, Joseph Camarda, was absent.

Mrs. Zink recognized Mr. Camarda for his years of service on the Board.

Dr. Hubbard presented and submitted the end-of-the-year Board Facilities Committee report. Discussion.

Mrs. Scott presented submitted the end-of-the-year Board Finance Committee report. Discussion.

Motion was made by Mrs. Collins, seconded by Mrs. Scott and carried 5-0 that the Board accept the reports of the committees.

Mrs. Zink distributed the Board Self-Evaluation document. Mrs. Scott explained the process by which the document was scored. Mrs. Zink explained specific areas of the document with a focus on areas where there was board consensus of the need for improvement. Discussion. Mrs. Zink asked board members to review the document and get back to her this week so she could include any comments in her end-of-the-year report.

Mr. Ramus presented and submitted the end-of-the-year Board Technology Committee report. Discussion.

Motion was made by Mrs. Collins, seconded by Mrs. Scott and carried 6-0 that the Board accept the committee report.

Mrs. Zink presented a Board Assessment and 2008-2009 End-of-the-Year Report. Committee reports will be incorporated into Mrs. Zink's statement and will be posted on the web site.

At 9:00 p.m., motion was made by Mrs. Collins, seconded by Dr. Hubbard and carried 6-0 that the Board enter executive session to discuss personnel matters. Mrs. Collins left the meeting. The district clerk left the meeting and Mrs. Zink acted as clerk pro tem.

At 11:02 p.m., the board reentered general session.

Motion was made by Dr. Frey, seconded by Mr. Ramus and carried 5-0 that the Board approve an amendment to the employment agreement of the Superintendent of Schools, approving payment of remaining vacation days accrued during the 2008-2009 school year.

At 11:05 p.m., motion was made by Dr. Hubbard, seconded by Mrs. Scott and carried 5-0 to adjourn.
