

August 11, 2009

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on August 11, 2009 at Edna Louise Spear Elementary School. Present at the 7:30 p.m. call to order by President Stacey Zink, were Board Members, Marybeth Collins, Mark Doyle, and Elisa Scott, Superintendent of Schools, Max Riley, and District Clerk, Janice Baisley. Board Members Robert Frey and Lauren Hubbard were absent. Board Member Robert Ramus arrived at 7:40 p.m.

Motion was made by Ms. Collins, seconded by Mr. Doyle and carried 4-0 that the Board approve the minutes of the following meetings:

- Reorganization & Regular Meeting held July 7, 2009
- Work Session held July 21, 2009
- Special Meeting held July 29, 2009

Ms. Zink announced the open forum.

OPEN FORUM:

D. Mannarino

- restructuring of grades 4 and 5; need to listen to parents, awaiting response to letter sent to Board President

G. Biro

- restructuring of grades 4 and 5; process in which it was handled; need for more discussion

REPORTS:

Dr. Riley gave an update on staffing.

Ms. Scott reported on her attendance at the 15<sup>th</sup> Annual School Law Conference.

Ms. Zink gave an update on vision planning meeting and the Board web page.

CONSENT AGENDA:

Motion was made by Ms. Collins, seconded by Dr. Doyle that as recommended by the Superintendent of Schools, the Board approve the following resolutions appearing on the August 11, 2009 consent agenda:

- A. Personnel - resolutions numbered 1 – 14
- B. Finance - resolutions numbered 1 - 6
- C. Facilities and Operations – resolutions numbered 1 - 2
- D. Education - resolutions numbered 1 – 3

Motion was made by Mr. Ramus, seconded by Ms. Collins and carried 5-0 that resolution A.14. be placed under new business for discussion and a separate vote.

NEW BUSINESS:

Motion as made by Ms. Collins, seconded by Ms. Scott that Policy 7600 - Energy Management Conservation Policy, and Revision to Policy 6834 - Use of District Credit Card, be accepted as a first reading. Discussion. Motion carried 5-0.

Motion was made by Ms. Scott, seconded by Mr. Ramus that resolution A.14. under Personnel be approved. Discussion. Motion carried 5-0.

Ms. Zink announced the second open forum.

OPEN FORUM:

D. Mannarino

- suggested that newsletters and website be in both English and Spanish

Dr. Riley reviewed the findings of the U.S. Department of Education Mathematics Advisory Panel.

L. Marks

- grades 4 & 5 math and science departmentalization

At 8:35 p.m., motion was made by Ms. Scott, seconded by Dr. Doyle and carried 5-0 to adjourn.

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CONSENT AGENDA August 11, 2009:

**A. Personnel**

1. Salary - Payroll Supervisor

The Board approves the base salary of Lorraine Dunkel, Payroll Supervisor, in the amount of \$58,227 effective July 1, 2009.

2. Request for Leave – Teacher

The Board grants the request of Bonnie Quartarone for a childcare leave of absence from on or about October 11, 2009 until March 1, 2010 in accordance with Article IX.F. of the negotiated agreement with the Port Jefferson Teachers Association.

3. Appointment - .8 FTE Physical Education Teacher

The Board appoints Benjamin Bajust as .8 FTE Physical Education teacher, effective September 2, 2009, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

4. Appointment - Leave Replacement School Psychologist

The Board appoints Kerri Hughes as School Psychologist on a leave replacement basis, for the period September 2, 2009 to on or about March 15, 2010, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

5. Change in Employment Status

The Board approves the change in employment status for Ginny Bove-Grier from 1.0 FTE to .5 FTE teacher of Elementary Education, for the 2009-2010 school year.

6. Appointment – Substitutes

The Board approves the following substitutes for the 2009-2010 school year:

Aides/Assistants

Bachmore, Caroline

Booker, Karen

Devlin, Bernadine

Griffin, Shannon

Righi, Kathy

Tarzian, Anne

Geri Marie Raso

Holly Bachmann

Nurses

Weidler, Gertrude  
Pastrich, Audrey

Clerical

Juliano, Kelly  
O'Rourke, Jean  
Virgilio, Angela

Teachers

Albinson, Sheila  
Block, Tami  
Carlson, Christina  
Cassese, Barbara  
Cawley, Barbara  
Cohen, Marsha  
Colmer, Patricia  
Conlin, Robert  
Crotty, Diane  
Crovello, June  
Durant, Cheryl  
Gasperin, Elizabeth  
Higgins, Donna  
Langiulli, Lillian  
Miller, Debra  
O'Donnell, Susan  
Olson, Richard  
Pacheco, Anamaria  
Rathburn, Kathlene  
Rosenthal, Ellyse  
Sandstrom, Joan  
Simon, Lawrence  
Tegay, Melodie  
Vaianella, Christopher  
Whitman, Susan  
Zilinskis, Carol  
Marissa Connelly (for Vanessa Salzman until on or about December 1, 2009)

7. Appointment – Athletic Department / Coaching

The Board approves the following Athletic Department / Coaching appointments for the 2009-2010 school year:

Lifeguards

Drew Crovello  
Paul Iberger

Head Lifeguards

Dinarae Squatriglia  
Benjamin Bajus

Athletic Trainer

Stephanie Dunn  
Jason Lee (substitute)

Fitness Center Instructor – co-curricular (after school for students):

FALL – Nancy Matura  
WINTER – Debra Mazza and James Mimnaugh  
SPRING – Nancy Matura and Michael Maletta

Fitness Center Instructors

Debra Mazza  
James Mimnaugh  
Michael Maletta  
Nancy Matura  
Dinarae Squatriglia  
Kevin Rowett  
Andrew Cosci  
Françoise Schachner  
Benjamin Bajus  
Susan Mignano  
Michael Caravello

Substitute Fitness Center Instructor:

Michael Riley

Coaches

Field Hockey Varsity	Deborah Edgar-Brown
Field Hockey JV	Debra Mazza
Field Hockey 7&8 grade	Elizabeth Lagadinos
X-Country Varsity Boys	Rod Cawley
X-Country Varsity Girls	Donald Slingerland
X-County 7&8 grade Coed	Brian Snow
Golf Varsity Boys	Jack Bonura
Assist. Varsity Golf Boys	Charles Ruoff
Soccer Varsity Boys	John Poulianos
Soccer JV Boys	Peter Esposito
Soccer Varsity Girls	James Pagano
Soccer JV Girls	James Poulianos
Soccer 7&8 grade Boys	Peter James Esposito
Soccer 7&8 grade Girls	Virginia Hampel
Tennis Varsity Girls	Dave Warmuth
Dev. Asst. Tennis	
Football Varsity	James Mimnaugh
Football Assistant Varsity	Anthony Anecreonte
Football Assistant Varsity	Jeff Koutsantanou

Football JV	Andrew Cosci
Football 7&8 grade	Michael Maletta
Football 7/8 Asst.	Jesse Rosen
Volleyball Varsity Girls	Bob Conlin
Volleyball JV Girls	
Cheerleading Varsity	
Gymnastics Varsity	Michele Brengartner
Gymnastics Varsity Asst.	Michael Ricciardi

## 8. Curriculum Writing Projects

The Board approves the following Summer 2009 Curriculum Writing Projects:

*Curriculum Map, inclusive of Scope and Sequence [12 hours, unless otherwise specified]*

Grammar and Phonics Skills, K-5	Lorraine Novellino, Kristin Poulos, Kim Berg
Geometry	Christina Morgan, Sarah Ogden
Algebra II/Trigonometry	Christina Morgan, Sarah Ogden
AP Statistics	Michael Carlson
Math 4	Melissa Wilson
Math 5	Melissa Wilson
Math 6	Megan Ventimiglia
Social Studies 9	Lauren Trelewicz
AP US History	Donna Levine
US History	Donna Levine

*Scope and Sequence: 5 hours per subject, unless otherwise specified*

Math Grade 1	Melissa Wilson
Math Grade 2	Melissa Wilson
Math Grade 3	Melissa Wilson [2 hours]
Social Studies Grade 3	Lorraine Novellino
Math Grade 7	Matt Garofola
Math Grade 8	Matt Garofola
Integrated Algebra	Matt Garofola
Social Studies Grade 6	Melissa Corey
Reading Grade 6	Charles Ruoff
Junior Great Books, Grade 6	Megan Ventimiglia
English Grade 8	Kristin Rickmers

*Change the following approved projects from 5 hours [approved in July] to 12 hours for additional revision work to be done, incorporating Columbia work and including a new Scope/Sequence:*

Grade 4 Reading	Gina Santini & Kim Berg
Grade 4 Writing	Gina Santini & Kim Berg
Grade 5 Reading	Kristen Poulos
Grade 5 Writing	Kristin Poulos

*Revisions to existing curriculum maps [utilizing Atlas program], 5 hours each.*

Kindergarten Reading	Allison Coppi
Kindergarten Writing	Allison Coppi
Grade 6 Writing	Alison Heron
Grade 7 English	Deidre Filippi
Grade 8 Social Studies	Jesse Rosen
Grade 8 Humanities	Alison Heron
Grade 11 English (instead of Grade 9)	Matthew Sefick
AP Literature	Matthew Sefick

*Additional Hours*

Freshman Seminar additional 5 hours	Dawn DeLeonardis, Kristin Britt
AP Literature additional 7 hours	Matt Sefick
Grade 3 Writing additional 7 hours	Lorraine Novellino

9. Summer Employment

The Board approves the following elementary school employees for Summer 2009 employment:

- Frank Sirabella – 25 days
- Suzanne Uldal – 5 days
- Mary Hydek – 10 days
- Susan Kempe – 10 days

10. Substitute Pay Schedule

The Board approves the substitute teacher salary schedule attached as 'Appendix A' effective with the 2009-2010 school year.

11. Request for Leave – Teacher

The Board grants the request of Traci Donnelly 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.

12. Request for Leave – Teacher

The Board grants the request of Megan Roth-Ueno for a 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.

13. Leave Replacement Appointment

The Board appoints Sarah Wasser as Library Media Specialist on a leave replacement basis for the 2009-2010 school year, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

14. Recall – Paraprofessionals

The Board approves the recall of the following excessed paraprofessionals for the 2009-2010 school year:

Rosemary Griffin	Assistant
Margaret White	Assistant
Lynne Scofield	Assistant
Tracy Gray	Assistant
Lynn Lalia	Assistant
Patricia Bennett-Leute	Assistant
Suzanne Uldal	Aide
Demetra Laino	Aide
Angela Mastronardo	Aide
Cindy Woodward	Aide
April St. John	.5 FTE Aide

**B. Finance**

1. Financial Reports

The Board accepts the financial reports.

2. Payment for Services

The Board approves the services of Jeanette Cooper as piano accompanist for the 2009-2010 winter and spring concert seasons at a rate of \$80.00 per hour not to exceed 10 hours.

3. Cooperative Services Contract

The Board approves the cooperative services contract with Eastern Suffolk BOCES for the 2009-2010 school year.

4. 403(b) Service Provider

The Board approves Jackson National Life as a 403(b) service provider for the 2009-2010 school year.



5. Approval of Services

The Board approves the services of David Ghoogasian as keynote speaker and workshop facilitator for the September 2 and 3, 2009 Superintendent's Conference days at the a cost \$5,300.00 inclusive of travel, lodging and meals.

6. Approval of Services

The Board approves the services of Barry Roffer as a provider of AED/CPR and First Aid workshops for the 2009-2010 school year at the rate of \$250.00 per session.

7. Approval of Payment

The Board approves payment to Peter Hahn in the amount of \$5,000 for services rendered in connection with design of the 2009 Senior Ball.

**C. Facilities and Operation**

1. Agreement with Suffolk County Department of Social Services

The Board approves the contract between the Port Jefferson UFSD and Suffolk County Department of Social Services for services related to the National School Lunch Program.

2. Surplus Property

The Board declares as surplus property the items listed on 'Appendix B', and directs the Assistant Superintendent for Business to dispose of same in the best interest of the district.

**D. Education**

1. CSE Recommendations

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

2. Approval of Services

The Board approves the contract with Consulting that Makes a Difference, Inc., for the provision of special education support services for the 2009-2010 school year.

3. Driver Education

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 2009-2010 school year; and further, the Board approves the services of Carlo Busso as classroom instructor for the 2009-2010 driver education program at the rate of \$1,500 per season.

September 1, 2009

A special meeting of the Board of Education of Port Jefferson School District was held on September 1, 2009 at the District Office. Present at the 7:35 p.m. call to order by President Stacey Zink were Board members Marybeth Collins, Mark Doyle, Robert Frey and Lauren Hubbard, Superintendent Max Riley, and District Clerk Janice Baisley. Board Vice-President Elisa Scott and Board member Robert Ramus were absent.

Motion was made by Ms. Collins, seconded by Dr. Frey that as recommended by the Superintendent of Schools, the Board approve the following resolutions appearing on the September 1, 2009 Special Meeting Agenda:

- A) Personnel – resolutions numbered 1 – 15
- B) Finance – resolutions numbers 1 - 4

Discussion. Motion carried.

A. Personnel

1. Leave Replacement Appointment – Library Media Specialist

The Board appoints Mira Dougherty-Johnson as Library Media Specialist for the 2009-2010 school year, on a leave replacement basis, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

2. Leave Replacement Appointment – Elementary Teacher

The Board appoints Lisa Houde as a teacher of Elementary Education for the 2009-2010 school year, on a leave replacement basis, at Level MA15 Step 3, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

3. Appointment - .6 FTE Math Teacher

The Board appoints Kristine Vaccaro as .6 FTE teacher of Mathematics, effective September 2, 2009, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

4. Appointment - .5 Elementary Teacher

The Board appoints Kristen Bedell as .5 FTE Elementary Teacher at Level MA Step 1, effective September 2, 2009, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

5. Correction – Salary Level/Step

The Board corrects the Salary Level/Step for Diane Crotty from MA Step 1 to BA15 Step 1.

6. Appointment – Substitutes

The Board approves the following substitutes for the 2009-2010 school year:

Colleen Carmon	Teacher
Susan Mignano	Teacher
Heather Welkes	Teacher
Madeline Cross	Teacher

7. Appointment – Coaches

The Board appoints the follow coaches for the 2009-2010 school year:

Allison Heron	Varsity Cheerleading
Colleen Carmon	JV Volleyball
Gregory Izzo	JV Football
Laura Gough	Developmental Assistant Varsity Tennis

8. Change in FTE

The Board approves the change in FTE for Benjamin Bajus from .8 to .9 for the 2009-2010 school year.

9. Change in FTE

The Board approves the change in FTE for Calliope Contopoulos from .33 to .267 for the 2009-2010 school year.

10. Change in FTE

The Board approves the change in FTE for Kristi Kreig from 1.0 teacher of Elementary Education to .5 teacher of Elementary Education.

11. Additional Assignment

The Board approves the assignment of an additional .2 FTE for Christine Creighton for the 2009-2010 school year.

12. Curriculum Writing

The Board approves the following curriculum writing assignment for the 2009-2010 school year:

Kristyn Rickmers	Grade 8 Scope & Sequence and Curriculum Map
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13. Recall – Paraprofessionals

The Board approves the recall of the following excessed paraprofessionals for the 2009-2010 school year:

Kim Roth	Assistant
Bonnie Kelsch	Assistant
Stephanie Marigliano	Assistant
Pamela Kirchner	.5 FTE Aide

14. Resignation – Math Teacher / Dean

The Board accepts the resignation of Michael Carlson as .6 FTE Math Teacher / .4 FTE Dean of Students, effective September 1, 2009.

15. Resignation – Assistant Superintendent for Business

The Board accepts the resignation of Colleen Lipponer as Assistant Superintendent for Business, effective September 30, 2009.

B. Finance

1. Rescission of Bid Award

The Board rescinds the award of bid made to Whitson's Culinary Group, as food service management company for the 2009-2010 school year.

2. Approval of Services

The Board approves the services of Educational Vistas, Inc. for the 2009-2010 school year.

3. Approval of Services

The Board approves the professional development services of Great Books Foundation for the 2009-2010 school year at a cost of \$3,740 per workshop.

4. Approval of Services

The Board approves the services of Kathleen Beland and "School Connect" to conduct training in connection with the Character Education program for the 2009-2010 school year at a cost of \$900.00 per day plus expenses for up to three days.

At 8:50 p.m., motion was made by Dr. Frey, seconded by Dr. Doyle and carried 5-0 to adjourn.

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