

July 18, 2011

A special meeting of the Board of Education of Port Jefferson School District was held on July 18, 2011 at the District Office. Present at the 7:36 p.m. call to order by President Mark Doyle were Vice-President Kathleen Brennan, Board Members Robert Frey, Dennis Kahn, Isak Prohovnik, and Robert Ramus., Superintendent of Schools Kenneth Bossert, and District Clerk Janice Baisley. Board Member Lauren Hubbard was absent.

Motion was made by Dr. Frey, seconded by Dr. Prohovnik and carried 6-0 that the Board enter executive session to discuss personnel and contractual matters.

At 9:25 p.m., the Board reentered general session

Motion was made by Dr. Kahn, seconded by Dr. Frey and carried 6-0 that the Board approve Personnel resolutions numbered 1-3 on the July 18, 2011 special meeting agenda.

A. Personnel

1. Appointment – Interim Principal

The Board appoints Thomas J. Meehan, Jr., as Interim Principal of Edna Louise Spear Elementary School, effective July 19, 2011, in accordance with the terms and conditions of an Agreement dated July 18, 2011.

2. Approval – Stipulation of Settlement

The Board approves a certain Stipulation of Settlement Agreement, dated July 18, 2011 between the District and a tenured employee.

3. Resignation – Teacher

The Board accepts the resignation of Kevin Magrane effective January 31, 2013.

At 9:27 p.m., motion was made by Mrs. Brennan, seconded by Dr. Frey and carried 6-0 that the Board enter executive session. The District Clerk left the meeting and Dr. Doyle acted as Clerk pro tem.

At 9:54 pm., the Board reentered general session. Motion was made by Dr. Frey, seconded by Dr. Prohovnik and carried 6-0 to adjourn.

The annual reorganization meeting and the regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on July 5, 2011 at Edna Louise Spear Elementary School. Present at the 6:00 p.m. call to order by District Clerk, Janice Baisley, were Board Members, Kathleen Brennan, Mark Doyle, Lauren Hubbard, Dennis Kahn, Board Members Elect, Isak Prohovnik and Robert Ramus, and Superintendent of Schools, Kenneth Bossert. Board member, Robert Frey arrived at 7:25 pm.

The District Clerk reported that the Oath of Office had been administered to Board Members Elect Isak Prohovnik and Robert Ramus prior to the 6:00 p.m. call to order.

Motion was made by Dr. Hubbard, seconded by Mrs. Brennan and carried 6-0 that the Board enter executive session to discuss negotiations. Present was school district attorney Anne Scricca.

At 7:00 p.m., the Board reentered general session. Dr. Doyle indicated that the meeting would be delayed awaiting Dr. Frey's arrival.

At 7:15 p.m., the District Clerk began the meeting.

The District Clerk re-administered the Oath of Office to Board Members Elect Isak Prohovnik and Robert Ramus.

Nominations were opened for the office of President.

Mr. Ramus motioned that the Board enter executive session to discuss structure of the Board. Motion was seconded by Dr. Kahn and carried 6-0.

At 7:45 p.m., the Board reentered general session.

The District Clerk asked for nominations for the office of President.

Motion was made by Mrs. Brennan, seconded by Dr. Frey, nominating Mark Doyle. There were no other nominations; nominations were closed.

The District Clerk asked for nominations for the office of Vice-President. Motion was made by Dr. Doyle, seconded by Dr. Prohovnik, nominating Kathleen Brennan. There were no other nominations; nominations were closed.

Motion in favor of Dr. Doyle as Board President for the 2011-2012 school year carried 7-0.

Motion in favor of Mrs. Brennan as Board Vice-President for the 2011-2012 school year carried 7-0.

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

The meeting was turned over to Dr. Doyle.

Dr. Doyle asked for a motion for the Board to approve resolutions numbered 6-46 on the July 5, 2011 Annual Reorganization Agenda. Mr. Ramus requested that resolution numbered 16 be tabled for discussion in executive session. Motion was made by Mr. Ramus, seconded by Mrs. Brennan that the Board approve resolutions numbered 6 – 46, except 16, on the July 5, 2011 Annual Reorganization Agenda. Motion carried 7-0.

6. Appointment of District Clerk

RECOMMENDATION: That the Board approve the appointment of Janice Baisley as District Clerk for the 2011-2012 school year, at the rate of \$10,000.00 per annum.

7. Appointment of District Treasurer

RECOMMENDATION: That the Board approve the appointment of Lorraine Dunkel as District Treasurer for the 2011-2012 school year, in accordance with Board Policy 9210.2.

8. Appointment of Claims Auditor

RECOMMENDATION: That the Board approve the appointment of Berger, MacDonald, Rand, CPAs, LLP, as Claims Auditor for the 2011-2012 school year.

9. Administer Oath of Office to Appointed Officials

10. Authorization to Bond School Officials -

RECOMMENDATION - That the District Treasurer, Superintendent of Schools, and Assistant Superintendent for Business each be bonded for the 2011-2012 school year, and that the amount for each bond be set at \$500,000.00, and that the Superintendent of Schools be requested to approve this amount.

11. Appointment of School Attorney -

RECOMMENDATION - That the Board approve the appointment of the law firm of Ingerman, Smith, L.L.P., as labor and Board counsel for the period July 1, 2011 to August 10, 2011.

12. Appointment of Financial Advisors -

RECOMMENDATION - That the Board approve the appointment of Munistat Services, Inc., as financial advisors for the 2011-2012 school year.

13. Appointment of Bond Counsel -

RECOMMENDATION - That the Board approve the appointment of Hawkins, Delafield & Wood, as bond counsel for the 2011-2012 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 2011-2012 school year.

15. Appointment of School Physician -

RECOMMENDATION - That the Board approve the appointment of Dr. Mark Shapiro, as the regular school district physician, as well as the school physician member on the District's Committee on Special Education, for the period July 1, 2011 to August 10, 2011.

16. Appointment of Architect -

RECOMMENDATION - That the Board approve the appointment of JAG Architects as district architect for the 2011-2012 school year.

17. Appointment of Accountant -

RECOMMENDATION - That the Board approve the appointment of Cullen & Danowski, as school district accountant for the 2011-2012 school year.

18. Appointment of Internal Auditor -

RECOMMENDATION - That the Board approve the appointment of Rizzi, Schwarz & Taraskas as Internal Auditor for period July 1, 2011 to August 10, 2011.

19. 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 2011-2012 school year.
- b) That the Board approve Fitzharris Agency Inc. as agent and third party administrator for the district's Self Insured Workers Compensation Plan for the period July 1 to August 1, 2011; and to PMA for the period August 1, 2011 - June 30, 2012.
- 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 2011-2012 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 2011-2012 school year.
- e) That the Board approve Eugene Donohue Associates as agent for the district administrators life insurance plans for the 2011-2012 school year.

20. Appointment of Environmental Consultants -

RECOMMENDATION - That the Board approve the appointment of Enviroscience Consultants, Inc. as environmental consultants for the 2011-2012 school year.

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

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

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

RECOMMENDATION: That the District Treasurer and the Assistant Superintendent for Business 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.

23. Appointment of Records Access Officer -

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

24. 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.

25. 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.

26. Appointment of Title IX Compliance Officer -

RECOMMENDATION : That the Board approve the appointment of the Assistant Superintendent for Business as the Title IX Compliance Officer for the 2011-2012 school year.

27. 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 2011-2012 school year.

28. Appointment of Publication -

RECOMMENDATION - That the Times-Record newspaper and/or Newsday be designated as the official publications of the District for the 2011-2012 school year; and further, that Times-Record newspaper and/or Newsday be designated the official publication for advertising competitive bids.

29. District Accounts / Designation of Depository -

RECOMMENDATION - That the following bank accounts be approved:

General Fund - Checking - Capital One 0224126755
General Fund - Investment IMMA - Bank of America 9418779550
General Fund - Investment - Capital One 0224125930
Federal - Checking - Capital One 0224126805
Capital - Checking - Capital One 0224126813
Capital - Investment - Capital One 0224126821
Trust & Agency - Checking - Capital One 0224126789
Payroll - Capital One 0224126763
Royal Education Foundation - Checking - Capital One 0224126839
Trust & Agency Scholarship - Checking - Capital One 0224126797
School Lunch - Checking - Capital One 0224126847
Trust & Agency - Payroll - Capital One 0224126771

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

30. 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.

31. Purchasing Policy -

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

32. Charge Cards -

RECOMMENDATION - That the Board authorize the use of the Home Depot, and Hess credit cards for the 2011-2012 school year.

33. Designation of Extra-Classroom Activities Fund Officers -

RECOMMENDATION - That the Board approve the following officers for the Extra-Classroom (Student Organization) Funds for the 2011-2012 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

34. Designation of Petty Cash Funds & Fund Custodians -

RECOMMENDATION - That the Board approve the establishment of petty cash funds and custodians of the funds 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	Assistant Superintendent / Natalie Pego

35. 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 2011-2012 school year.

36. 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.

37. 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.

38. Non-Resident Tuition -

RECOMMENDATION - That the Board establish the non-resident tuition rate for the 2011-2012 school year pursuant to the required State Education Formula for establishing non-resident student tuition rate, as follows:

Kindergarten - Grade 6	\$17,718 per year
Grades 7 - 12	\$22,327 per year
Special Education: Kindergarten - Gr.6	\$65,947 per year
Special Education: Grades 7- 12	\$70,550 per year

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

39. 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 2011-2012 school year:
 Assistant Superintendent for Pupil Personnel Services, School Psychologist, Special Education Teacher - Chairpersons
 Special Education Teacher, Teacher Member

Classroom Teacher, Teacher member
Assistant Superintendent for Pupil Personnel Services, School Psychologist
Physician Member
John Steiner, Parent Member
Lorraine Steiner, Parent Member
Lorraine Guzzetta, Parent Member

40. Appointment of Sub-Committee on Special Education -

RECOMMENDATION - That the Board approve the following composition of the Sub-Committee on Special Education for the 2011-2012 school year:

Assistant Superintendent for Pupil Personnel Services, School Psychologist, Special Education Teacher - Chairpersons
School Psychologist, Classroom Teacher, Teacher Member
Special Education Teacher, Teacher Member

41. Appointment of Committee on Preschool Special Education -

RECOMMENDATION - That the Board appoint the following to the Committee on Preschool Special Education for the 2011-2012 school year:

Assistant Superintendent for Pupil Personnel Services, School Psychologist, Special Education Teacher - Chairpersons
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, Parent Member
Lorraine Steiner, Parent Member
Lorraine Guzzetta, Parent Member

42. 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).

43. 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 2011-2012 school year: Father Frank Pizzarelli

44. Approval of Special Education Providers / Evaluators

RECOMMENDATION – That the Board approve the following special education providers / evaluators for the 2011-2012 school year:

Complete Rehabilitation	Consulting that Makes a Difference (Diane Ripple)
Dr. Michael Mennella	Developmental Disabilities Institute
St. Charles Hospital	St. James Tutoring
Creative Tutoring	Cleary School for the Deaf

PT, OT, SLP of the Hamptons	Interim Health Care
RFB & D	Gayle Kligman Therapeutic Resources
Metro Therapy	AHRC
Anderson School	Hauppauge School District
Center Moriches School District	Longwood School District
Miller Place School District	Sachem School District
Smithtown School District	South Country School District
Three Village School District	Comsewogue School District
Dave Seyfert	Cost Management Systems
Empowering Minds	Horizon Health Care Staffing
Bilinguals, Inc.	Dr. Karin Burkhard
Dawn Martin, Nurse	Nicole Harvery, Nurse
Amy Berk, Nurse	Career & Employment Options (Ceo)

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

RECOMMENDATION: That the Annual Budget Hearing be held on May 8, 2012, 7:00 pm; and, the Annual Meeting/District Vote be held on May 15, 2012, 6:00 am-9:00 pm.

46. 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 2011-2012 school year:

July 5, 2011	January 10, 2012
August 9, 2011	February 14, 2012
September 13, 2011	March 13, 2012
October 11, 2011	April 17, 2012
November 8, 2011	May 8, 2012
December 13 2011	June 12, 2012

Dr. Doyle brought forth the establishment of Board Committees for the 2011-2012 school year. Discussion ensued regarding the charge, chair and composition of each committee. The following committees were established and charged (attached) for the 2011-2012 school year:

Finance	Robert Ramus, Chair Robert Frey Isak Prohovnik
Curriculum	Kathleen Brennan, Chair Lauren Hubbard Isak Prohovnik
Facilities	Lauren Hubbard, Chair Robert Ramus Mark Doyle School Visitation to include Kathleen Brennan and Isak Prohovnik
Audit	Dennis Kahn, Chair Kathleen Brennan Isak Prohovnik

LIPA Dennis Kahn, Chair
 Mark Doyle
 Robert Ramus

[At 8:10 p.m., Dr. Prohovnik left the room.]

At 8:12 p.m., motion was made by Mrs. Brennan, seconded by Dr. Hubbard and carried 6-0 to adjourn the annual reorganization meeting and begin the regular monthly business meeting.

Motion was made by Mrs. Brennan, seconded by Dr. Frey and carried 6-0 that the Board approve the minutes of the following meeting:
Regular Meeting held June 14, 2011

Dr. Doyle announced the open forum.

D. Slingerland

- distributed list of track and cross country accomplishments

R. Cawley

- track team competitions

[Dr. Prohovnik reentered the room.]

C. Carmon

- acknowledged the 2010 JV Volleyball team for their accomplishments

A. Lustig

- activities available to students
- use of herbicide Round-up

E. Gill

- submitted petition for use of fitness center during the summer

C. Famularo

- policy on transparency / committees open to all

REPORTS

The Report from the Superintendent of Schools included the following:

- end of the school year, graduations and prom
- resignation of Ted Mockrish, Elementary Principal, and plan for a search
- resignation of Maria Rianna, Deputy Superintendent, and subsequent abolishment of the position; thanks and best wishes were extended to Ms. Rianna
- report by Mark Flower on impact of the property tax cap
- report by Fred Koelbel on facilities summer work

Dr. Doyle asked Mr. Ramus to report in August on his attendance at the upcoming APPR conference.

BOARD CONSENT AGENDA

Motion was made by Mr. Ramus, seconded by Dr. Hubbard that the Board approve the Personnel resolutions numbered 1-18 appearing on the July 5, 2011 consent agenda. Mr. Ramus suggested amending the wording of resolution A.8. to include that the appointments are conditional upon the existing of the activity/sport and only for the position as listed. Discussion ensued. Motion carried 7-0 to approve Personnel resolutions numbered 1-18 and amending resolution numbered 8 to include that appointments are conditional upon the existing of the activity/sport and only for the position as listed.

Dr. Doyle acknowledged the retirees and extended thanks for their years of service.

Motion was made by Dr. Prohovnik, seconded by Dr. Hubbard that the Board approve Finance resolutions numbered 1-12 appearing on the July 5, 2011 consent agenda. Discussion ensued regarding resolution numbered 8, extension of the food service contract. The Board will be provided with a mid-year report on the school lunch program. Motion carried 7-0.

Motion was made by Mr. Ramus, seconded by Dr. Hubbard, and carried 7-0 that the Board approve Facilities and Operations resolutions numbered 1-3 appearing on the July 5, 2011 consent agenda.

Motion was made by Mrs. Brennan, seconded Mr. Ramus, and carried 7-0 that the Board approve Education resolutions numbered 1-3 appearing on the July 5, 2011 consent agenda.

OLD BUSINESS

Motion was made by Mrs. Brennan, seconded by Dr. Frey and carried 7-0 that Policy 6212, Fund Balance, be accepted for a second reading and adopted.

NEW BUSINESS

Motion was made by Dr. Frey, seconded by Mr. Ramus and carried 7-0 that the revision to Policy 9210.2, Non-Administrative Confidential Employees, be accepted for a first reading.

The request to keep the Fitness Center open during the summer months was referred to the Facilities Committee.

Discussion ensued regarding structure of board meetings and the possibility of holding two board meetings a month. Dr. Doyle asked that Dr. Bossert provide the Board with a calendar of meeting presentations.

Dr. Doyle announced the second open forum.

S. Rescia – extended thanks to Ms. Rianna for her years of service to the district.

At 9:55 p.m., motion was made by Dr. Frey, seconded by Mr. Ramus and carried 7-0 that the Board enter executive session to discuss matters related to personnel, contracts, and negotiations. The District Clerk left the meeting and Dr. Doyle acted as Clerk pro tem.

At 11:58 p.m., the Board reentered general session.

Motion was made by Mr. Ramus, seconded by Dr. Kahn and carried 7-0 that the Board approve resolution numbered 16, Appointment of Architect, on the reorganization meeting agenda.

Motion was made by Dr. Frey, seconded by Mrs. Brennan and carried 7-0 that the Board authorize the Superintendent of Schools to hire an interim elementary school principal, at a rate not to exceed \$600.00 per day.

At 12:00 a.m., 7/6/11, motion was made by Mrs. Brennan, seconded by Dr. Frey and carried 7-0 to adjourn.

A. Personnel

1. Retirement – English Teacher

The Board accepts the resignation for the purpose of retirement of Susan Bayles Fox, as a teacher of English, effective June 30, 2011.

2. Retirement – Foreign Language Teacher

The Board accepts the resignation for the purpose of retirement of Irma Ana Wolber, as a teacher of Foreign Language, effective August 25, 2011.

3. Extension of Leave – Music Teacher

The Board grants the request of Vanessa Salzman for an extension of her leave of absence for the 2011-2012 school year.

4. Extension of Leave – English Teacher

The Board grants the request of Carrie Fleischer for an extension of her leave of absence for the period September 1, 2011 through the last day of the second marking period of the 2011-2012 school year.

5. Part-time Summer Employment

The Board approves the appointment of Thomas Serabian as part-time employee to assist in the Operations & Maintenance and Technology Departments, for the 2011 summer season, at the rate of \$10.00 per hour, not to exceed 20 hours per week.

6. Temporary Appointment - Instructional Technology Department

The Board approves the appointment of Teacher Aide Karen Harvey for four weeks during the summer 2011, to assist in the IT Department, at the rate of \$11.45 per hour.

7. Appointment - Substitutes

The Board approves the appointment of the following substitutes for the 2011-2012 school year at the rate of \$10.00 per hour:

Sandra Mellon – Clerical

Bernadine Devlin – Teaching Assistant / Teacher Aide

Kelsey Lyons - Custodial

Sam Agostino – Custodial (pending fingerprint clearance by the SED)

8. Coaching / Athletic Staff Appointments

The Board approves the following coaching / athletic staff appointments for the 2011-2012 school year:

Equipment Manager

Nicole Poulianos

Head Life Guards

Benjamin Bajus

Andrew Cosci

Francoise Schachner

Loraine Serabian

Mary Fleckenstein

Kevin Rowett

Athletic Trainer

Stephanie Dunn

Jason Lee (substitute)

Hannah Kuemmel (substitute)

Assistant Coach for all sports - Debra Ferry

Sport

Field Hockey Varsity

X-Country Varsity Boys

X-Country Varsity Girls

Golf Varsity Boys

Soccer Varsity Boys

Soccer Varsity Girls-

Tennis Varsity Girls

Football Varsity

Football Assistant Varsity (1)

Football Assistant Varsity (2)

Volleyball Varsity Girls

Gymnastics Varsity

Basketball Varsity Girls

Basketball Varsity Boys

Winter Track Varsity Girls

Winter Track Varsity Boys

Wrestling Varsity

Swimming Varsity Boys -Independent

Spring Track Varsity Girls

Spring Track Varsity Boys

Softball

Tennis Varsity Boys

Baseball Varsity

Coach

Deborah Edgar-Brown

Rod Cawley

Donald Slingerland

Charles Ruoff

James Poulinos

Winifred Lento

David Warmuth

Jeff Koutsantanou

Andrew Cosci

Timothy Izzo

Bob Conlin

Michele Brengartner

Deborah Edgar-Brown

Mike Riley

Brian Snow

Rod Cawley

Michael Maletta

Mary Fleckenstein

Brian Snow

Rod Cawley

Deborah Edgar-Brown

David Warmuth

Jesse Rosen

9. Resignation – Senior Guard

The Board accepts the resignation of Thomas Murray as a Senior Guard effective June 30, 2011.

10. Resignation – Principal

The Board accepts the resignation of Theodore Mockrish as Elementary School Principal effective August 1, 2011.

11. Summer Academy – Rescission of Appointment

The Board rescinds the appointment of Jessica Bliss as a Teaching Assistant for the 2011 Summer Academy program.

12. Summer Academy – Appointment

The Board approves the following appointments for the 2011 Summer Academy and District Special Education Program:

Patricia Koehnlein	Teaching Assistant
Ellen Boehm	Substitute Teaching Assistant
Karen Booker	Substitute Teacher

13. Approval of Services

The Board approves the appointment of the following the following teachers to provide home instruction and reading services to students who qualify for extended year services in July and August 2011 as recommended by the Committee on Special Education:

Jeanette Garofolo
Jacqueline Gandolfo

14. Extension of Probationary Appointment

Be it resolved, that the probationary appointment of Lauren Trelewicz, teacher of Social Studies, is hereby extended by one year through and including September 1, 2012 in accordance with a letter agreement signed by Lauren Trelewicz dated June 23, 2011.

15. Resignation – Deputy Superintendent

The Board accepts the resignation of Maria Rianna as Deputy Superintendent effective July 31, 2011.

16. Abolishment of Position

The Board abolishes the position of Deputy Superintendent effective August 1, 2011 due to fiscal limitations of the district.

17. Employment Agreement

The Board approves the employment agreement between Mark Andrew Flower, Assistant Superintendent for Business, and the Board of Education, for the period July 1, 2011 – June 30, 2012.

18. Employment Agreement

The Board approves the employment agreement with Donna Lynn Guiffre, Assistant Superintendent for Pupil Personnel Services, and the Board of Education, for the period July 1, 2011 – June 30, 2012.

B. Finance

1. Financial Reports

The Board accepts the financial reports.

2. Tax Shelter Annuity Companies

The Board approves the following tax shelter annuity companies for the 2011-2012 school year:

- American Fund/Capital Guardian
- Ameriprise Financial Services, Inc.
- AXA Equitable Life Insurance Company
- Employee Benefit Account (Legend)
- Fidelity Management Trust Co.
- GWN Marketing/Employee Deposit Account
- ING National Trust
- Jackson National Mutual, Inc.
- Oppenheimer Shared Holder Service
- Vanguard

3. NYSSBA Membership

The Board approves renewal of membership to the New York State School Boards Association for the 2011-2012 school year.

4. Electrical Services Bid Extension

The Board approves an extension of bid award for electrical services for the 2011-2012 school year to Sentry General Contracting Company, Inc.

5. Oil and Gas Burner Maintenance and Repair Services Bid Extension

The Board approves the extension of bid award for oil and gas burner maintenance and repair services for the 2011-2012 school year to HTP Mechanical Corp.

6. Plumbing Services Bid Extension

The Board approves the extension of bid award for plumbing services for the 2011-2012 school year to Sentry General Contracting Company, Inc.

7. Printing Bid Extension

The Board approves the extension of bid award for printing of school district materials for the 2011-2012 school year to Sav-On Printing.

8. Food Service Contract Extension

The Board approves the extension of the Food Service Program Contract with Whitsons School Nutrition Corp., for the 2011-2012 school year.

9. Library Services Contract

The Board approves the Library Services Contract between the district and the Port Jefferson Free Library for the 2011-2012 school year.

10. Approval of Services - Forensic Audit

The Board approves the services of Cullen & Danowski, LLP, to perform a detailed internal forensic audit of the district's accounting records for the period July 1, 2008 through May 31, 2011.

11. Tax Anticipation Notes

The Board approves the attached resolution 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, 2012.

12. NYSERDA Grant Phase 3

The Board awards the NYSERDA Grant 3 bid, Photovoltaic Installation, to the lowest responsible bidder meeting specifications; namely, Zero Energy Homes, LLC, in the amount of \$79,380.00.

C. Facilities and Operations

1. Before and After School Childcare Services

The Board approves renewal of the agreement with the YMCA for before and after school childcare services for the 2011-2012 school year.

2. Surplus Property

The Board declares the following books as surplus property; and, authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district:

8 copies - Caring, Deciding and Growing, 1983, ISBN 41595-0

2 copies - Guide to Modern Meals, 1970, ISBN 07-056404-3

3 copies – Child Development, 1956, ISBN 0-07-031425

6 copies – The Developing Child, 1965, ISBN 63-18199

1 copy – The Developing Child, 1985, ISBN 0-02-663280-2

1 copy – The Developing Child, Teacher Ed., 1988, ISBN 0-02-668190-0

3. Herbicide Treatment

The Board authorizes the emergency use of the herbicide Roundup for the removal of poison ivy at the Scraggy Hill fields.

D. Education

1. CSE Recommendations

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

2. Nursing Staffing Service Agreement

The Board approves the Nursing Staffing Service Agreements between the district and the following individuals for the 2011-2012 school year:

Amy Berk

Edna Espada

Dawn Martin

Nicole Harvey-Seaman

3. Extension of Agreement

The Board approves an extension of a certain agreement, dated July 2011, between the District and the parents of a special education student in regard to the student's placement for the 2011-2012 school year.

July 2011

PORT JEFFERSON SCHOOL DISTRICT
BOARD OF EDUCATION

2011-12 Board Committee Charges

Curriculum Committee

The Curriculum Committee is charged to work with the Administration to provide oversight of the Curriculum Revision Five-year Cycle. After review of the Superintendent's recommendations, the Committee will adopt and publish a five-year calendar of curriculum review and approval. Curriculum adoptions will be made prior to January 1 so that adequate time will be provided to include necessary funds for personnel and materials in the subsequent school year budget.

In addition, the Committee will oversee the implementation of Policy 4220, Educational Initiatives, to provide comprehensive plans for new and revised educational programs. The Committee will provide updates at each monthly Board meeting and will present a year-end summary at the June 2012 Board Meeting with recommendations for the next Board.

Finance Committee

The Finance Committee will work with the Assistant Superintendent for Business to plan, develop and communicate the annual district budget to be referred to voters. The Committee will receive monthly reports from the administration on expenditures and otherwise monitor the implementation of the budget as appropriate. The Committee will meet as necessary during the school year to address any financial exigencies that may occur. The Committee will convene a Citizens Advisory Committee in accordance with Board policy to provide advice regarding the budget. In addition, the Finance Committee will work to develop a long-range financial plan for the District. The Committee will provide updates at each monthly Board meeting and will present a year-end summary at the June 2012 Board meeting with recommendations for the next Board.

Facilities Committee

The Facilities Committee will work with the administration to provide oversight of school facilities and will work with the District Architect to plan for facility development. Included within the facility oversight responsibility is the duty to set direction for the continued development and application of the District technology network. The Committee will act as the appellant body for final resolution of transportation complaints on appeal from administrative resolution. The Committee will also function as the School Visitation Committee. The Committee will provide updates at each monthly Board meeting and will present a year-end summary at the June 2012 Board meeting with recommendations for the next Board.

LIPA Committee

The LIPA Committee will study and recommend strategic action to the Board for addressing the potential loss of tax revenue to the District from the Port Jefferson power plant. The Committee will cooperate with a like committee appointed by Village Government and seek consensus with this counterpart committee on effective plans of action to achieve the goal of minimizing the effects of loss of power plant tax revenues on Port Jefferson Union Free School District. The committee will comprise Board members and citizen members as chosen by the Chair. This Committee is an *ad hoc* Committee and will be dissolved on June 30, 2012. The Committee will provide updates at each monthly Board meeting and will present a year-end summary at the June 2012 Board meeting with recommendations for the next Board.

Audit Committee

The Audit Committee will work with the administration and auditors in accordance with the District's Audit Committee Charter to provide oversight over the District's financial processes. The Committee will provide updates at each monthly Board meeting and will present a year-end summary at the June 2012 Board meeting with recommendations for the next Board.