

August 30, 2011

A special meeting of the Board of Education of Port Jefferson School District was held on August 30, 2011 at Edna Louise Spear Elementary School. Present at the 6:35 p.m. call to order by Vice-President Kathleen Brennan, were Board Members Dennis Kahn, Isak Prohovnik, and Robert Ramus . Superintendent of Schools Kenneth Bossert, and District Clerk Janice Baisley. Board Member Robert Frey arrived at 6:45 p.m. Board President Mark Doyle and Board Member Lauren Hubbard were absent.

Motion was made by Mr. Ramus, seconded by Dr. Prohovnik and carried 4-0 that the Board enter executive session to discuss specific matters related to personnel and students.

At 7:40 p.m., the Board reentered general session

Motion was made by Dr. Frey, seconded by Dr. Prohovnik that the Board approve Personnel resolutions numbered 1-16 on the August 30, 2011 special meeting agenda. Dr. Prohovnik asked that Personnel resolutions 2, 5 and 13 be acted on separately. Mrs. Brennan asked that Personnel resolution 7 be acted on separately.

Motion was made by Dr. Frey, seconded by Dr. Kahn and carried 5-0 that the Board approve Personnel resolutions numbered 1, 3, 4, 6, 8, 9, 10, 11, 12, 14, 15, and 16.

Personnel resolution 2 – Discussion ensued regarding setting clear goals and objectives for the SEAL program. Dr. Bossert indicated that a report would be made to the Board in the Spring.

Personnel resolution 5 – Discussion ensued regarding number of students participating in clubs, stipend amounts, club description/purpose, meeting time and place, and attendance reports. The Board approves this resolution pending receipt of the information discussed. Discussion ensued regarding duties of the Title I Coordinator and supervision of grant activities.

Personnel resolution 7 – Discussion ensued regarding volunteer coaches and liability.

Personnel resolution 13 – Discussion ensued regarding the laboratory components of the science program associated with this resolution. Mrs. Cirigliaro was on hand to explain.

Motion was made by Dr. Kahn, seconded by Dr. Frey and carried 5-0 that the Board approve Personnel resolutions numbered 2, 5, 7, and 13.

Walk-in personnel resolution number 17, Appointment of Assistant Superintendent for Business, was presented. Motion was made by Mr. Ramus, seconded by Dr. Kahn and carried 5-0 that the Board approve resolution number 17. Congratulations were extended to Mr. Leister.

Motion was made by Dr. Prohovnik, seconded by Mr. Ramus that the Board approve Finance resolution numbered 1, Budget Transfers. Discussion ensued. Motion carried 5-0.

At 8:12 p.m., motion was made by Dr. Kahn, seconded by Mr. Ramus and carried 5-0 to adjourn.

District Clerk

8/30/11 Special Meeting Resolutions

A. Personnel

1. Appointment - .4 FTE Speech Teacher

The Board approves the appointment of Stacia Schoen as a .4 FTE teacher of Speech and Language, effective September 1, 2011, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

2. Appointment - .5 FTE Elementary Teacher (SEAL Program)

The Board approves the appointment of Paige Lohmann as a .5 FTE teacher of Elementary Education, on a leave replacement basis effective September 1, 2011, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

3. Appointment – Special Education Teacher

The Board approves the appointment of Christina Carlson as a teacher of Special Education on a probationary basis, effective September 1, 2011, at Level MA Step 3, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

4. Appointment – Special Education Teacher

The Board approves the appointment of Melissa Zinger as a teacher of Special Education on a probationary basis effective September 1, 2011, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

5. Appointment – Co-curricular Positions

The Board approves the attached list of co-curricular appointments for the 2011-2012 school year:

6. Coaching Position

- a. The Board rescinds the appointment of Jennifer Sandtorv as Grade 7/8 Field Hockey Coach for the 2011-2012 school year.
- b. The Board approves the appointment of Kayleen Moran as Grade 7/8 Field Hockey Coach for the 2011-2012 school year.

7. Appointment – Volunteer Coach

The Board approves the appointment of Patrick Cawley as a Volunteer Assistant Football Coach for the 2011-2012 school year.

8. Reinstatement - .7 FTE Elementary Education Teacher

The Board approves the reinstatement of .7 FTE of an Elementary Education teacher position for the 2011-2012 school year.

9. Recall Appointment – Elementary Education Teacher

The Board approves the recall of Janelle Bellotti as a .5 FTE teacher of Elementary Education/.5 FTE Leave Replacement teacher of Elementary Education, at Level MA15 Step 5, for the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

10. Reinstatement - .1 FTE Business Teacher

The Board approves the reinstatement of .1 FTE of a Business teacher position for the 2011-2012 school year.

11. Change in FTE – Business Teacher

The Board approves the change in FTE of Linda Moran to .3 FTE Business teacher / .7 FTE Computer teacher for the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

12. Extra Class Assignment – 7th Grade Spanish

The Board approves the extra class assignment for Robert Farenga to teach 7th Grade Spanish, 1 class every day per 6 day cycle, for the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

13. Extra Class Assignment – Science

The Board approves the extra class assignment for Jonathan Maletta to teach Science, 1 class every other day per 6 day cycle, for the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

14. Extra Class Assignment – Science

The Board approves the extra class assignment for Roderick Cawley to teach Science, 1 class every other day per 6 day cycle, for the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

15. RTTP/APPR Training

The Board approves payment for Melissa Corey, Margaret Moore, and Laurie McMillen, at their individual rate of pay, to attend the mandated Race to the Top and APPR training on August 31, 2011.

16. APPR Compliance

The Board approves the following resolution:

RESOLVED, that the Board of Education herewith adopts the attached documents in compliance with 8 N.Y.C.R.R. 30-2 and 8 N.Y.C.R.R. 100.2; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools is directed to file the foregoing documents in the Office of the District Clerk and post attached comments on the District website, on or after September 1, 2011 but before September 10, 2011.

17. Appointment – Assistant Superintendent for Business

The Board approves the appointment of Sean Leister as Assistant Superintendent for Business, effective October 3, 2011, in accordance with the terms of an Employment Agreement dated August 30, 2011; and further, the Board authorizes the Board President to execute such agreement on behalf of the Board of Education.

B. Finance

1. Budget Transfers

The Board approves the budget transfers for the 2010-2011 school year.

August 9, 2011

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on August 9, 2011 at Edna Louise Spear Elementary School. Present at the 6:05 p.m. call to order by Vice-President Kathleen Brennan were Board Members Dennis Kahn, Isak Prohovnik, and Robert Ramus, Superintendent of Schools, Kenneth Bossert, and District Clerk, Janice Baisley. Board Member Robert Frey was absent. Board Member Lauren Hubbard arrived at 7:25 p.m. Board President Mark Doyle arrived at 8:25 p.m.

Motion was made by Dr. Kahn, seconded by Mr. Ramus and carried 4-0 that the Board enter executive session to discuss personnel and contractual matters.

At 7:35 p.m. the Board reentered general session.

Motion was made by Dr. Kahn, seconded by Mr. Ramus and carried 5-0 that the Board approve the minutes of the following meetings:

Reorganization & Regular Meeting held July 5, 2011

Special Meeting held July 18, 2011

Mrs. Brennan announced the open forum.

B. Scannell

- lacrosse update

A. Lustig

- principal selection committee, drive-it-right program, senior citizen volunteers, math and ELA scores

REPORTS

Report from the Superintendent of Schools included the following:

- preparation for school opening
- assessment test scores
- elementary principal search
- Assistant Superintendent for Business position
- elementary school schedule
- parent portal presentation – Roseann Cimigliaro
- new web site presentation – Mark Flower

Report from the Board President included the following:

- extended thanks to Mark Flower
- Syntax public relations firm
- workshop survey reminder
- Board calendar

Committee Reports:

Finance – Dr. Prohovnik suggested that the Finance Committee review financial reports prior to the Board receiving them. Discussion ensued.

CONSENT AGENDA

Motion was made by Dr. Prohovnik, seconded by Dr. Hubbard that the Board approve Personnel resolutions numbered A.1-24 appearing on the August 9, 2011 consent agenda. Dr. Prohovnik asked that resolutions A.23 and 24 be addressed separately. Dr. Kahn asked that resolution A.21 be addressed separately. Original motion was amended to approve Personnel resolutions A.1-20 and 22; amended motion carried 6-0. Resolutions A.21, 23 and 24 were discussed. Motion was made by Dr. Kahn, seconded by Dr. Prohovnik, and carried 6-0 that the Board approve Personnel resolutions numbered A.21, 23 and 24 appearing on the August 9, 2011 consent agenda.

Motion was made by Mrs. Brennan, seconded by Dr. Hubbard and carried 6-0 that the Board approve Finance resolutions numbered B.1-8 on the August 9, 2011 consent agenda.

Motion was made by Dr. Prohovnik, seconded by Mr. Ramus that the Board approve Facilities & Operations resolutions numbered C.1-4 appearing on the August 9, 2011 consent agenda. Dr. Prohovnik asked that resolution C.3 be addressed separately. Original motion was amended to approve Facilities & Operations resolutions C.1, 2 and 4; amended motion carried 6-0. Resolution C.3. was discussed. Motion was made by Mr. Ramus, seconded by Dr. Prohovnik, and carried 6-0 that the Board approve Facilities & Operations resolutions numbered C.3 appearing on the August 9, 2011 consent agenda.

Motion was made by Dr. Hubbard, seconded by Dr. Prohovnik and carried 6-0 that the Board approve Education resolutions number D.1-2 appearing on the August 9, 2011 consent agenda.

OLD BUSINESS

Motion was made by Mr. Ramus, seconded by Dr. Hubbard and carried 6-0 that the Board approve the revisions to Board Policy 9210.2, Non-Administrative Confidential Employees, presented for a second reading and adoption.

NEW BUSINESS

Motion was made by Mrs. Brennan, seconded by Dr. Hubbard that the Board accept for a first reading the revisions to Board Policy 0600, Administrative Organization. Discussion ensued. Motion to accept as a first reading carried 6-0 with the insertion of "or the Superintendent is not able to designate".

Board Policy 9120.1 Nepotism and Patronage was presented for discussion. Dr. Prohovnik proposed that the following be included within the policy: "When the Superintendent or another administrator involved in the selection of a single candidate has prior acquaintance with a candidate, they so inform the Board." Discussion ensued regarding disclosure and prior relationships that would give appearance of a conflict.

Dr. Doyle announced the second Open Forum.

A.Lustig

- meeting / mutual respect
- teachers' contract

At 9:55 p.m., motion was made by Mr. Ramus, seconded by Dr. Prohovnik 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 11:02 p.m., the Board reentered general session. Motion was made by Dr. Kahn, seconded by Mr. Ramus and carried 6-0 to adjourn.

CONSENT AGENDA

8/9/11

A. Personnel

1. Appointment – Substitutes

The Board approves the attached list of substitutes for the 2011-2012 school year.

2. Summer Employment

a. The Board approves the appointment of the following as aides for the remainder of the summer 2011, at the rate of \$10.00 per hour, a combined total not to exceed 90 hours:

Mary Hydek	Demetra Laino
Mary O’Sullivan	Suzanne Uldal

b. The Board approves the appointment of Maureen Colon, as an aide to assist with summer 2011 sports physicals, at the rate of \$10.00 per hour.

3. Substitute Security Guard

The Board approves the appointment of Michael Stiles as a substitute Security Guard for the Summer 2011, at his current rate of pay, retroactive to July 1, 2011.

4. Athletic Staff Appointments

The Board approves the following Coach/Athletic Staff appointments for the 2011-2012 school year:

<u>Sport</u>	<u>Coach</u>
Field Hockey JV-	Emily Fleckenstein
Field Hockey 7&8	Jennifer Sandtorv
Soccer Varsity Boys	John Poulianos
Soccer JV Boys	Peter Esposito
Soccer JV Girls	Allyson Wolff
Soccer 7&8 Boys	James Poulianos
Soccer 7&8 Girls	Virginia Hampel
Football JV (1)	Anthony Anacreonte
Football JV (2)	Thomas Foley
Football 7&8	Joe Dessi
Football 7&8 Assistant	Jesse Rosen
Volleyball JV Girls	Dinarae Squatriglia
Cheerleading Varsity	Andrea Gill
Gymnastics Asst. Varsity	Michael Ricciardi

5. Request for Childcare Leave of Absence

The Board approves the request from Jennifer Walling for a childcare leave of absence for the 2011-2012 school year, in accordance with Article IX.F.1. of the negotiated agreement with the Port Jefferson Teachers' Association.

6. Request for .4 FTE Leave of Absence – Science Teacher

The Board approves the request from Robert Morgan, Science Teacher, for a .4 FTE leave of absence for the 2011-2012 school year in accordance with Article IX.F.3 of the negotiated agreement with the Port Jefferson Teachers' Association.

7. Appointment – Dean of Students

The Board appoints Robert Morgan as .4 Dean of Students for the 2011-2012 school year at the rate of \$14,000.

8. Request for Leave of Absence – Library Media Specialist

The Board approves the request from Christine Austen, Library Media Specialist, for a leave of absence for the 2011-2012 school in accordance with Article IX.F.3 of the negotiated agreement with the Port Jefferson Teachers Association.

9. Appointment – Dean of Students / Technology Integration Specialist

The Board appoints Christine Austen as .4 Dean of Students at the rate of \$14,000.00 and .6 FTE Technology Integration Specialist, at Level MA30 Step 14, for the 2011-2012 school year.

10. Leave Replacement Appointment - .6 Science Teacher

The Board appoints Gregory Gorniok, as a .6 FTE teacher of Science on a leave replacement basis for the 2011-2012 school year, at Level MA Step 7, in accordance with the negotiated agreement with the Port Jefferson Teachers Association, subject to Board approval of Personnel Resolution A.6.

11. Leave Replacement Appointment – Library Media Specialist

The Board appoints Donna Fife, as Library Media Specialist, on a leave replacement basis for the 2011-2012 school year, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association, subject to Board approval of Personnel Resolution A.8.

12. Leave Replacement Appointment – English Teacher

The Board appoints Kayleen Moran, as a teacher of English, on a leave replacement basis for the period September 1, 2011 until on or about January 23, 2012, at Level BA Step 2, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

13. Appointment – English Teacher

The Board appoints Michelle Borthwick, as a teacher of English on a probationary basis effective September 1, 2011, at Level BA Step 1 in accordance with the negotiated agreement with the Port Jefferson Teachers' Association

14. Appointment – School Nurse

The Board appoints Arin Hampson, as a School Nurse, on a probationary basis effective September 1, 2011, at Level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

15. Appointment – Music Teacher

The Board appoints Meagan Finnerty, as a .6 FTE teacher of Music, effective September 1, 2011, at Level BA15, Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

16. Appointment – Music Teacher

The Board appoints Jessica Reichenbach, as a teacher of Music, on a probationary basis effective September 1, 2011, at Level BA, Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

17. Leave Replacement Appointment – Music Teacher

The Board appoints Christian Neubert, as a teacher of Music, on a leave replacement basis for the 2011-2012 school year, at Level BA, Step 2, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

18. Leave Replacement Appointment – Guidance Counselor

The Board appoints Justin O'Malley, as Guidance Counselor, on a leave replacement basis for the 2011-2012 school year, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

19. Appointment – Physical Education Teacher

The Board appoints Alycia Petitto, as a teacher of Physical Education, on a probationary basis effective September 1, 2011, at Level BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

20. Co-Curricular Positions

The Board approves the appointment of the following elementary school co-curricular activity advisors for the 2011-2012 school year:

Chess/Scrabble Club	Francoise Schachner
Drama Club	Loraine Serabian, <i>Mary LaSita</i> (co-advisors)
Greenhouse Club	Brian Kendrick, Ellen Boehm (co-advisors)
Homework Club	Jacqueline Gandolfo
Inventors Club	Mary Hydek, <i>Elizabeth Cavanaugh</i> (co-advisors)
Student Council	Dana St.Pierre, Michele Smith (co-advisors)
Yearbook	Loraine Serabian, Mary Hydek (co-advisors)

21. Summer Curriculum Writing

The Board approves the following curriculum writing project for the Summer 2011 in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Jesse Rosen: Social Studies Grade 10, Building Map and District Map, 15 hours

Adam Bouchard: Science Grade 8, Building Map and District Map, 15 hours

Jonathan Maletta: Living Environment, Building Map and District Map, 15 hours

Brian Snow: AP Macroeconomics with Topics in Government, Building Map and District Map, 15 Hours

Ben Bajus: Elementary Health, Building Map and District Map for each grade level - Grades 1, 2, 3, 4, 5, and 6
6 hours per map

Carleen Parmegiani: Grade 2 Reading, Building Map and District Map, (15 hours shared), 7.5 hours

Grade 2 Writing, Building Map and District Map, (15 hours shared), 7.5 hours

Grade 2 Social Studies, Building Map and District Map, (15 hours shared), 7.5 hours

Grade 2 Science, Building Map and District Map, (15 hours shared), 7.5 hours

Grade 2 Math, Revision of Building Map and District Map,
(8 hours shared), 4 hours

Darlene Wells: Grade 2 Reading, Building Map and District Map,
(15 hours shared), 7.5 hours

Grade 2 Writing, Building Map and District Map,
(15 hours shared), 7.5 hours

Grade 2 Social Studies, Building Map and District Map,
(15 hours shared), 7.5 hours

Grade 2 Science, Building Map and District Map,
(15 hours shared), 7.5 hours

Grade 2 Math, Revision of Building Map and District Map,
(8 hours shared) 4 hours

22. Approval of FTE

The Board approves the FTE of Linda Moran as .2 Business/.6 Computer teacher, for the 2011-2012 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

23. Resignation – Assistant Superintendent for Business

The Board accepts the resignation of Mark Flower as Assistant Superintendent for Business effective August 26, 2011.

24. Abolishment / Establishment of Position

a. The Board abolishes one (1) position of Senior Guard effective July 1, 2011.

b. The Board establishes one (1) twelve month position of Guard (Civil Service Classification #7080), at the per annum rate of \$27,000, effective July 1, 2011, in accordance with the Custodial Workers' Unit Collective Bargaining Agreement.

B. Finance

1. Financial Reports

The Board accepts the financial reports.

2. Free and Reduced Price Lunch Program

The Board approves the Free and Reduced Price Meal Policy Statement including the Family Income Eligibility Criteria for the 2011-2012 school year.

3. School Lunch Prices

The Board approves the lunch prices for the 2011-2012 school year as follows:

Elementary School Lunch	\$2.50
Secondary School Lunch	\$2.75
Elementary Milk	\$.35
Secondary Milk	\$.35

4. Acceptance of Donation

The Board gratefully accepts the donation of discounted transportation costs towards the district's academic program from Suffolk Transportation, Inc.

5. Award of Bid – Grounds' Maintenance Supplies

The Board awards the Grounds' Maintenance Supplies bid to Vigliotti Garden, the lowest responsible bidder meeting specifications.

6. School Attorney

The Board approves the appointment of the law firm of Ingerman, Smith, LLP, as labor and Board counsel for the period August 10, 2011 through June 30, 2012.

7. Interscholastic Competitions

The Board approves the attendance by qualifying teams/individuals at the following interscholastic competitions held beyond the Long Island area, for the 2011-2012 school year:

Boys and Girls Track and Cross Country:
Rhode Island Classic, Providence, RI
Yale Invitational, Yale University, CT
Penn Relays, University of Pennsylvania, PA
Eddy Games, Union College, Schenectady, NY
VVA Invitational, Oneida, NY
Disney Cross Country Classic, Orlando, FL
National Track & Field Championships, Greensboro, NC

8. Workshop

The Board accepts the proposal, dated June 30, 2011, from School Leadership, LLC, for the provision of a Board/Superintendent Workshop.

C. Facilities and Operation

1. Surplus Property

The Board declares the following equipment and textbooks as surplus property and directs the Assistant Superintendent for Business to dispose of same in the best interest of the district:

- (1) Hi-Way Sander Model P
- (1) 1981 Turf-Vac Model FM-5
- (1) Olathe Thatcher/Seeder Model 93 Serial 93175
- (1) Kitchen Slicer Model sm-12a Serial 051695b004
- (1) Toaster Model 1301 Serial 3024789
- (1) Cash Register Serial 18169595
- (1) Hot Table Warmer Model 1210-4p Serial 000509
- (1) Deep Fryer – ID 006088
- 159 copies- American History: The Early Years to 1877, Copyright: 1997
- 130 copies- American History: The Modern Era Since 1865, Copyright 1999
- 28 copies- Geography: The World and Its People, Copyright 1996
- 110 copies- World History: Connections to today, Copyright 1999
- 58 copies- The American Vision, Copyright 2003

2. Designation of Substitute

The Board appoints the Superintendent of Schools as a substitute to the following positions for the 2011-2012 school year:

- Custodian of the District's Accounting Records
- Bid Opening and Purchasing Officer
- Investment Officer
- Records Access Officer
- Title IX Compliance Officer

3. School Physician / Medical Services

- a. The Board approves the appointment of Dr. John Gill as the regular school district physician, as well as the school physician member on the District's Committees on Special Education, for the 2011-2012 school year, *pending fingerprint clearance by the State Education Department.*
- b. The Board approves the services, as needed, of St. Charles Hospital's Think Smart Concussion Management Program, Jennifer Semel, MD, and Jennifer Gray, DO, for the 2011-2012 school year.
- c. The Board approves the services, as needed, of Orthopedics Associates of Long Island for the 2011-2012 school year.

4. **Herbicide Treatment**

The Board authorizes the emergency use of the herbicide Roundup for the purpose of poison ivy removal at the high school athletic fields and along the wood line of the elementary school.

D. Education

1. **CSE Recommendations**

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

2. **Professional Development**

The Board approves participation in the Columbia University Teachers College Reading and Writing Project (TCRWP), for Staff Development in Writing for the 2011-2012 school year.