

September 13, 2011

The regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on September 13, 2011 at Edna Louise Spear Elementary School. Present at the 6:07 p.m. call to order by President Mark Doyle were Vice-President Kathleen Brennan, Board Members Isak Prohovnik and Lauren Hubbard, Superintendent of Schools Kenneth Bossert, Assistant Superintendent Donna Guiffre, and District Clerk Janice Baisley. Board Member Dennis Kahn arrived at 6:20 p.m., Board Member Robert Ramus arrived at 6:27 p.m., and Board Member Robert Frey was absent.

Motion was made by Mrs. Brennan, seconded by Dr. Hubbard and carried 4-0 that the Board enter executive session to discuss matters related to individual students, personnel, negotiations with Administrators, Teachers and CSEA, and contractual matters.

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

Motion was made by Dr. Prohovnik, seconded by Dr. Kahn and carried 6-0 that the Board approve the minutes of the following meetings:

Regular Meeting held August 9, 2011
Special Meeting held August 30, 2011

Dr. Doyle announced that Student Recognition would be moved up on the agenda. The following were recognized:

Recipient of the President's Volunteer Service Award
Members of the 2010-2011 Science Olympiad Teams who competed at State level
Past Middle School Science Olympiad Advisor Nancy Matura

Parent, Jacqueline Hull, explained how students can become involved and earn the President's Volunteer Service Award.

Dr. Doyle explained the new procedure for Public Comment and opened that portion of the meeting.

PUBLIC COMMENT

S. Rescia

- Board Goal regarding Student Achievement / Foreign Language

REPORTS

The report from the Superintendent of Schools included the following:

- Opening of Schools
- Superintendent's Conference Day
- Classroom Visits
- 9-11 Instruction
- Upcoming Community Forum
- Presentation on NYS Assessment Results - Maureen Hull

Student Representative, Nicole Capobianco, reported on school opening and homecoming festivities.

The report from the Board President included the following:

- Board Work Sessions
- Invitation to Board Members to attend agenda planning sessions
-

Committee reports were given as follows:

Facilities / School Visitation – Isak Prohovnik

Facilities – Lauren Hubbard

Finance – Robert Ramus

CONSENT AGENDA

Motion was made by Dr. Kahn, seconded by Dr. Prohovnik and carried 6-0 that the Board approve Personnel resolutions numbered 1 – 7 appearing on the September 13, 2011 consent agenda, with the addition of Lucette Perlmutter as a substitute teacher under resolution A.1.

Motion was made by Dr. Kahn, seconded by Dr. Hubbard and carried 6-0 that the Board approve Finance resolutions numbered 1 – 2 appearing on the September 13, 2011 consent agenda.

Motion as made by Mrs. Brennan, seconded by Dr. Hubbard and carried 6-0 that the Board approve Facilities and Operations resolution numbered 1 appearing on the September 13, 2011 consent agenda.

Motion was made by Mrs. Brennan, seconded by Dr. Hubbard that the Board approve Education resolutions numbered 1 – 6 appearing on the September 13, 2011 consent agenda. Discussion. Mr. Ramus requested that resolutions D.2 and D.3 be pulled for executive session. Original motion was amended to approve Education resolutions D. 1, 4, 5 and 6. Amended motion carried 6-0.

(Dr. Kahn left the room)

OLD BUSINESS

Motion was made by Dr. Hubbard, seconded by Mrs. Brennan and carried 5-0 that revisions to Board Policy 0600, Administrative Organization, be accepted for a second reading and adoption.

(Dr. Kahn returned)

Motion was made by Dr. Prohovnik, seconded by Mrs. Brennan and carried 5-0 that the Board discuss further changes to Policy 9120.1, Nepotism and Patronage. Dr. Doyle introduced specific wording to incorporate into the policy. Discussion ensued. Dr. Bossert will revise the policy as discussed and bring it to the Board for a first reading at the October 11, 2011 meeting. Dr. Doyle initiated discussion on the formation of a Policy Committee. Dr. Doyle asked Dr. Bossert to look into procedures for policy review.

NEW BUSINESS

Motion was made by Mrs. Brennan, seconded by Mr. Ramus and carried 6-0 that the Board discuss New Business Item A., Board Goals. Dr. Bossert presented a draft of proposed 2011-2012 Goals (attached); and, explained the goals process, formation of objectives, and measuring of results. Discussion ensued regarding priorities the Board would like to see incorporated into the goals and objectives. Dr. Bossert will review the draft goals with administration and bring leadership goals and objectives to the Board next month.

At 10:15 p.m., motion was made by Mr. Ramus, seconded by Mrs. Brennan and carried 5-1 (Dr. Prohovnik opposed) to extend the meeting for one hour, in accordance with Board Policy 2350.

Motion was made by Dr. Prohovnik, seconded by Mrs. Brennan and carried 6-0 that the Board discuss New Business Item B., Budget Development Timeline. Mr. Ramus reported on the expected timeline for budget development. Discussion ensued regarding the adoption of a budget calendar and the need for ample Board discussion on the budget. Dr. Bossert indicated that upon Mr. Leister's arrival, a budget calendar would be completed and presented to the Board for review and adoption.

Motion was made by Mr. Ramus, seconded by Dr. Prohovnik that the Board table discussion of New Business Item C., Role of Committees. Motion carried 4-2 (Dr. Hubbard and Dr. Doyle opposed).

Dr. Doyle opened public comment.

T. Tsunis

- change in graduation requirements
- community service requirement
- parent portal
- administrator responsible for curriculum
- Boston and Frost Valley trips
- secondary school band students marching

A.Lustig

- Drive-It-Right Program
- communicating the budget to the community

C.Pipia

- Zero Tolerance Policy

Dr. Bossert will follow-up with those residents who posed specific questions and concerns.

At 10:45 p.m., motion was made by Dr. Kahn, seconded by Dr. Prohovnik and carried 6-0 that the Board enter executive session to discuss the following:

- report from the accountant
- transportation issue

- planning item
- personnel issue
- Education resolutions D.2 and D.3

The District Clerk left the meeting and Dr. Doyle acted as Clerk pro tem.

At 12:12 a.m., September 14, 2011, the Board reentered general session.

Motion was made by Mr. Ramus, seconded by Dr. Hubbard and carried 6-0 that the Board approve resolution numbered D.2. under Education.

Motion was made by Mr. Ramus, seconded by Mrs. Brennan and carried 6-0 that the Board approve resolution numbered D.3. under Education.

At 12:15 a.m., motion was made by Mrs. Brennan, seconded by Dr. Kahn and carried 6-0 to adjourn.

CONSENT AGENDA

9/13/11

A. Personnel

1. Appointment – Substitutes

The Board approves the following substitutes for the 2011-2012 school year:

Teachers

Kathy Axelsen

Lisa Costa

Taylor Gang

Shannon Griffin

Donna Higgins

Karl Nilsen

Richard Olson

John Serignese

Lawrence Simon

Nicole Valente

Lucette Perlmutter - added

Teaching Assistants

Holly Bachmann

Taylor Gang
Shannon Griffin
Karl Nilsen

Teacher Aides
Holly Bachmann
Taylor Gang
Shannon Griffin
Karl Nilsen

Clerical
Holly Bachmann
Taylor Gang

Nurse
Kelly Jo Klug (pending fingerprint clearance)

2. Co-Curricular Positions

The Board approves the appointment of the following co-curricular advisors for the 2011-2012 school year in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

High School
Concerts- Band – Christine Creighton
Concerts – Strings – Michael Caravello
Concerts – Vocal – Katie Bernius
Tri-M Honor Society – Christine Creighton
Sophomore Class – Kandice Brucella & Kayleen Moran (co-advisors)

Middle School
Concerts – Band Grade 6 – Christine Creighton
Concerts – Strings Grade 6 – Christian Neubert
Concerts – Vocal Grade 6 – Katie Bernius
Concerts- Band Grade 7/8 - Edward Pisano
Concerts –Strings Grade 7/8 – Francesca Jourawleff
Concerts – Vocal Grade 7/8 – Katie Bernius

Elementary School
Concerts – Band – Mark Abbonizio
Concerts – Strings – Christian Neubert
Concerts – Vocal – Meagan Finnerty
Concerts – Vocal – Jessica Pastor
Intramurals – Francoise Schachner & Loraine Novellino (co-advisors)

3. Change in Appointment Date

The Board approves the change in start date of Andrea Erland as a Teaching Assistant from April 13, 2011 to January 19, 2011 on a retroactive basis.

4. Change in Appointment Date

The Board approves the change in start date of Taylor Gang as a Teaching Assistant from April 14, 2011 to March 1, 2011 on a retroactive basis.

5. Approval of Services

The Board approves the services of Debra Hartman and Antoinette Famiano for after-school supervision of the high school/middle school library for the 2011-2012 school year, at the rate of \$15.15 per hour.

6. 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 Agreement between the negotiating representatives of the Port Jefferson Administrators Association and the Port Jefferson Union Free School District dated August 26, 2011; and authorizes the Superintendent of Schools and/or the Board President to execute the new Collective Bargaining Agreement incorporating the terms of said Agreement.

7. Change in Start Date – Assistant Superintendent for Business

The Board approves a change in the effective date of employment of Sean Leister as Assistant Superintendent for Business from October 3, 2011 to September 28, 2011.

B. Finance

1. Financial Reports

The Board accepts the financial reports.

2. Approval of Services

The Board approves the services of Jeanette Cooper as piano accompanist for the 2011-2012 winter and spring concert seasons at a rate of \$80.00 per hour not to exceed 10 hours.

C. Facilities and Operation

1. Surplus Property

The Board declares the music textbooks on the attached list as surplus property and authorizes the disposition 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. Instructional Service Agreement

The Board approves the Instructional Service Agreement between the district and Andrus Children's Center for the provision of special education programs and services for the 2011-2012 school year.

3. Instructional Service Agreement

The Board approves the Instructional Service Agreement between the district and Summit School for the provision of special education programs and services for the 2011-2012 school year.

4. Skilled Nursing Service

The Board approves the following skilled nursing services for the 2011-2012 school year, as recommended by the Committee on Special Education:
Donna Markovic (pending fingerprint clearance)

5. Scoring Services

The Board of Education approves the services of Educational Vistas, Inc. (EVI) for scoring of the NYS assessments for grades 3-8 ELA & Math, and grades 4 & 8 Science in April and May of 2012.

6. Memorandum of Understanding – Universal Pre-K

The Board approves the Memorandum of Understanding between the District and Early Discoveries Center/Children's community Head Start Program for the for the provision of Universal Pre-Kindergarten for the 2011-2012 school year.

DRAFT

2011-2012 GOALS

❖ Student Achievement

Maximize student achievement through a rigorous program that is designed to meet the varied needs of all learners and maintain the level of excellence Port Jefferson has grown accustomed to.

Success will be measured through: New York State Report Card, Grades 3-8 Assessment results, classification rates, and student retention rates.

❖ Fiscal Responsibility

Govern in a fiscally responsible way reflective of the uncertain economic climate, identifying ways to maximize efficiencies while maintaining instructional integrity.

Success will be measured through: budget development, examples of “doing more with less”, and identifying reductions while maintaining program.

❖ Curriculum Review Cycle

Implement a Curriculum Review Cycle to effectively review and evaluate curriculum documents for all subject areas, K-12, on a rotating basis.

Success will be measured through: Atlas implementation, curriculum mapping, implementation of NYSCCS.

❖ Communication

Focus on effective communication with parents and community insure all stakeholders are informed members of our school community.

Success will be measured through: Use of district website, district newsletter, school messenger system, parent portal.

**Surplus Music Textbooks
(August 2011)**

Quantity ISBN # TITLE

24 0-382-05482-2 Silver Burdett Music
2 0-382-05480-6 Silver Burdett Music
25 0-382-05478-4 Silver Burdett Music
23 0-382-05473-3 Silver Burdett Music
2 This is Music 3
3 This is Music 6
2 This is Music 2
21 0-382-05476-8 Silver Burdett Music
1 0-02-295051-6/2 Share the Music
1 0-382-05502-0 Silver Burdett Music, Teacher's Ed.
1 0-382-057651 Silver Burdett Music, Teacher's Ed.
1 0-382-05932-8 Silver Burdett Music, Teacher's Ed.
1 0-382-05770-8 Silver Burdett Music, Teacher's Ed.
1 0-382-05792-9 Silver Burdett Music, Teacher's Ed.
1 0-382-05924-7 Silver Burdett Music
3 75-206-2 107 Making Music Your Own 6
1 75-206-2 106 Making Music Your Own 5
1 75-265-2 111 Making Music Your Own, Teacher's Ed. 4
1 7 5-303-0 Making Music Your Own
1 Discovering Music Together 5, Teacher's Ed.
4 0-02-295053-2 Share the Music
2 Discovering Music Together 6
1 Discovering Music Together 3
1 74-101-00 Silver Burdett Music
1 0-382-05916-6 Silver Burdett Music Teacher's Resource Bk.
1 0-382-05917-4 Silver Burdett Music Teacher's Resource Bk.
1 0-382-05918-2 Silver Burdett Music Teacher's Resource Bk.
1 0-382-05919-0 Silver Burdett Music Teacher's Resource Bk.
1 0-382-05920-4 Silver Burdett Music Teacher's Resource Bk.
1 74-163-00 Silver Burdett Music, Teacher's Ed.
2 74-164-00 Silver Burdett Music, Teacher's Ed.
2 74-165-00 Silver Burdett Music, Teacher's Ed.
2 4746 Discovering Music Together 4 Revised
3 4730 Discovering Music Together 3 Revised
1 0-382-05197-1 Silver Burdett Music for Chorus 4
1 0-382-05496-2 Silver Burdett Music, Teacher's Ed.
1 0-382-05471-7 Silver Burdett Music, Teacher's Ed.
2 0-382-05477-6 Silver Burdett Music, Teacher's Ed.
1 74-162-00 Silver Burdett Music, Teacher's Ed.

1 0-382-05474-1 Silver Burdett Music, Teacher's Ed.
0-03-042171-3 The Music Book
1 0-03-042-186-1 The Music Book
1 0-03-042141-1 The Music Book
1 0-03-042201-9 The Music Book
1 0-03-063451-2 The Music Book
1 0-03-042231-0 The Music Book
1 0-03-042246-9 The Music Book
2 0-382-05500-4 The Music Book
2 0-382-05497-0 The Music Book
1 0-03-042191-8 Silver Burdett Music, Teacher's Ed.
1 0-03-042206-X Silver Burdett Music, Teacher's Ed.
1 0-03-042221-3 Silver Burdett Music, Teacher's Ed.
1 0-03-042161-6 Silver Burdett Music, Teacher's Ed.
1 0-03-042176-4 Silver Burdett Music, Teacher's Ed.
1 0-03-051266-2 Silver Burdett Music, Teacher's Ed.
1 0-03-042146-2 Silver Burdett Music, Teacher's Ed.
1 0-03-042156-X Silver Burdett Music, Teacher's Ed.
1 0-038-05190-4 Silver Burdett Music, Teacher's Ed.
1 74-166-00 Silver Burdett Music, Teacher's Ed.
1 0-02-291950-3 MacMillan Music, Teacher's Ed.
1 296226B Spotlight on Music Sampler
21 Alfred's Basic Guitar Method 1
22 0-382-05497-0 Silver Burdett Music
23 0-382-05500-4 Silver Burdett Music
1 0-382-05936-0 Silver Burdett Music, Teacher's Ed.
2 0-382-05788-0 Silver Burdett Music, Teacher's Ed.
2 0-382-05775-9 Silver Burdett Music, Teacher's Ed.
1 0-382-05779-1 Silver Burdett Music, Teacher's Ed.
1 0-382-05935-2 Silver Burdett Music, Teacher's Ed.
1 0-382-05784-8 Silver Burdett Music, Teacher's Ed.
6 0-86867-742-6 Let's Make Music
2 0-590-42535-8 The Farmer in the Soup
1 0-307-16555-8 Big Golden Book of Animals
1 0-439-06171-7 Rabbits and Raindrops
1 0-307-12109-7 Pinocchio
1 0-14-050588-1 The Tale of Jemima Puddle Duck
1 0-8167-0457-0 Monster Under My Bed
1 0-7327-0063-9 Good Morning Isabel
1 0-8167-0442-2 Now I know Stars
1 0-689-71203-0 The 10th Good Thing About Barney
1 Mommies at Work
1 0-7901-0291-9 The Two Foolish Cats
1 0-590-90747-6 How Much is That Guinea Pig in the Window
1 0-816-7-1015-5 Tasting

1 Sam and the Firefly
1 07901-0151-3 The Mess Monster
1 0-590-45576-1 One Hungry Monster
1 0-688-10428-2 Each Orange Had 8 Slices
1 0-02-293110-4 Music of Latin American
1 0-02-292960-6 Afro-American Music
1 0-02-292720-4 Music USA
1 0-02-29246-4K Music Teacher Resource
1 0-02-291870-1-1 Music, Teacher's Ed.
1 0-02-291890-6-2 Music, Teacher's Ed.
1 0-02-291910-4-3 Music, Teacher's Ed.
2 0-02-291930-9-4 Music, Teacher's