

**BOARD OF EDUCATION
AGENDA
June 12, 2012
High School Auditorium**

6:00 p.m. Call to Order/Executive Session (HS Conference Room)
7:30 p.m. General Session Business Meeting

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ROLL CALL OF BOARD MEMBERS

III. STUDENT RECOGNITION

IV. MINUTES

The Board approves the minutes of the following meetings:

Regular Meeting held May 8, 2012

Special Meeting held May 15, 2012

Special Meeting held May 22, 2012

V. OPEN FORUM

VI. REPORTS

A. Student Representative

B. Superintendent of Schools

- Extra-Curricular Code of Conduct – *Michael Caravello*

C. Board President

D. Committees

E. Other

VII. BOARD CONSENT AGENDA

As recommended by the Superintendent of Schools, the Board approves the following resolutions appearing on the June 12, 2012 consent agenda:

A. Personnel - resolutions numbered 1-13

B. Finance - resolutions numbered 1-11

C. Facilities and Operations resolutions numbered 1-4

D. Education - resolutions numbered 1-6

VIII. OLD BUSINESS

A. Board Policy

1. Policy 9210.2, Non-Administrative Confidential Employees - revisions presented for a second reading and adoption.

2. Policy 0320/0320-E, Evaluation of Superintendent / Evaluation of Superintendent Evaluative Tool – revisions presented for a second reading and adoption.

IX. NEW BUSINESS

A. Designation of Meeting

1. Annual Reorganization Meeting /Regular Monthly Business Meeting
The Board designates July 3, 2012 as the Annual Reorganization Meeting and regular monthly business meeting of the Board of Education.

B. Board Policy

1. New Policy 0100/0100-R, Equal Opportunity and Nondiscrimination – presented for a first reading
(replacing present Policy 0100, Equal Opportunity)
2. New Policy 0110/0110-R, Sexual Harassment
(replacing present Policy 5020.1/5020.1-R, Sexual Harassment of Students)
3. New Policy 0115/0115-R, Student Harassment and Bullying Prevention and Intervention – presented for a first reading
4. New Policies:
5300.15, Code of Conduct – presented for a first reading
5300.30, Prohibited Student Conduct – presented for a first reading
5300.70, Public Conduct on School Property – presented for a first reading
5300.75, Dissemination and Review – presented for a first reading
(replacing present Policy 5300, Student Conduct)

X. OPEN FORUM

XI. ADJOURNMENT

A. Personnel

1. Appointment – Substitutes

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

Teacher	Tory Malvetti (not to exceed 40 days)
Teacher Aide	Caroline Bachmore

2. Appointment - Summer Substitute Custodians

The Board approves the appointment of the following substitute custodians for the summer 2012 at the rate of \$10.00 per hour:

Eric Esposito
Gerry McAdams
Bruce Tyler

3. Appointment – Substitute Custodian

The Board approves Casey Vitti as a substitute custodian for the 2012-2013 school year at the rate of \$10.00 per hour.

4. Termination – Teacher Aide

The Board approves the termination of Pamela Kirchner as a Teacher Aide effective September 1, 2010.

5. Request for Leave – School Psychologist

The Board grants the request of Allyson Carlson, School Psychologist, for a leave of absence from September 24, 2012 to December 14, 2012, in accordance with Board Policy 9520.2, Family and Medical Leave Act, and Article IX.B.9 of the negotiated agreement with the Port Jefferson Teachers' Association.

6. Request for Leave – Special Education Teacher

The Board approves the request of Jeanette Garofola, teacher of Special Education, for a leave of absence from August 29, 2012 to November 20, 2012 in accordance with Board Policy 9520.2, Family and Medical Leave Act, and Article IX.B.9 of the negotiated agreement with the Port Jefferson Teachers' Association; and further, the Board approves the request of Jeanette Garofola, for a childcare leave of absence from November 21, 2012 to June 30, 2013 in accordance with Article IX.F. of the negotiated agreement with the Port Jefferson Teachers' Association.

7. Request for Leave – Music Teacher

The Board approves the request of Katie Bernius, teacher of Music, for a leave of absence from September 10, 2012 to November 30, 2012 in accordance with Board Policy 9520.2, Family and Medical Leave Act, and Article IX.B.9 of the negotiated agreement with the Port Jefferson Teachers' Association; and further, the Board approves the request of Katie Bernius, for a childcare leave of absence from December 3, 2012 to

June 30, 2013 in accordance with Article IX.F. of the negotiated agreement with the Port Jefferson Teachers' Association.

8. Change in Start Date – High School Principal

The Board approves the change in start date for Matthew Murphy, High School Principal, from July 1, 2012 to June 29, 2012.

9. Extension of Contract – Human Resources

The Board approves the extension of contract for Edward Sallie, part-time Human Resources Administrator from June 30, 2012 to August 31, 2012, in accordance with the terms and conditions of an Agreement dated November 8, 2011

10. Summer Academy and Special Education Program

The Board approves the appointment of the following, as needed, for the 2012 Summer Academy Special Education Program from 7/2/12 – 8/10/12 (with the exception of July 4, 2012), 5 days per week, 9:00 am – 12:00 pm per day, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

Teachers:	Kristen Poulos	Tory Malvetti
	Scott Garofola	Michelle Landetta
	Jacqueline Gandolfo	

Teacher Assistants:	Lynn Lalia	Demi Laino
	Patricia Koehnlein	Lynne Scofield
	Shannon Griffin	Allyson Wolff
	Alexis Krivosta	

Nurse:	Susan Federico
--------	----------------

Substitute Teachers:	Christina Carlson	Gina Fedler
	Rosemary Griffin	

Substitute Teaching Assistant:	Mary O'Sullivan
--------------------------------	-----------------

Speech Language Pathologists:	Danielle McBride	Stacia Schoen
-------------------------------	------------------	---------------

School Psychologist:	Dr. Allyson Carlson
----------------------	---------------------

11. Abolishment of Positions / Excessing

The Board hereby resolves that due to budgetary constraints, the following positions will be eliminated effective June 30, 2012:

<u>Position</u>	<u>Total FTE</u>
Art	.2
Business	.6
Deans	.8
Elementary	3.3
English	1.0
Health	.1
Music	.25

Physical Education	.7
Science	.2
Social Studies	1.0
Technology	.5
Technology Integration	.6

Be it further resolved, the employment of the following employees, having the least seniority in the District, shall be discontinued effective July 1, 2012; and are, therefore, hereby excessed:

<u>Name</u>	<u>Position</u>
Kimberly Berg	Elementary
Linda Moran	Business
Alycia Petitto	Physical Education
Kristen Poulos	Elementary
Nancy Randazzo	Art
Jennifer Walling	Elementary

12. Part-time Teaching Appointments

The Board approves the following part-time teaching appointments for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>FTE</u>
Kimberly Berg	Elementary	.7
Meagan Finnerty	Music	.35
Nancy Randazzo	Art	.8
Linda Moran	Business	.4
Justin Gargiulo	Technology	.3
Alycia Petitto	Physical Education	.2

13. Resignation – English Teacher

The Board accepts the letter of resignation from Carrie Fleischer, teacher of English 7-12, effective August 28, 2012.

B. Finance

1. Financial Reports

The Board approves the financial reports.

2. Library Services Contract

The Board approves the Library Services Contract between the district and the Port Jefferson Free Library for the 2012-2013 school year.

3. Extension of Transportation Contract

The Board approves the extension of transportation contracts with Suffolk Transportation Service, Inc. for the 2012-2013 school year with a price increase based on the consumer price index (CPI) issued by the New York State Education Department.

4. Award of Bid – Printed Forms

The Board awards the Printed Forms Bid for the 2012-2013 school year to the lowest responsible bidder meeting specifications, namely, Sav-On Printing.

5. Award of Bid – Exterior Masonry Reconstruction Project

The Board awards the bid for the Exterior Masonry Reconstruction Project at Earl L. Vandermeulen High School to the lowest responsible bidder, namely, AFL Construction Co., Inc.

6. Award of Bid – Music Supplies and Sheet Music Bid

The Board awards the bid for Music Supplies and Sheet Music for the 2012-2013 school year to the lowest responsible bidders meeting specifications as follows:

Advantage Music	in the amount of	\$1,733.75
National Discount Music	in the amount of	\$ 266.30
Sam Ash	in the amount of	\$ 103.63
Interstate Music	in the amount of	\$ 145.72

7. Award of Bid – Rental of Musical Instruments

The Board awards the bid for Rental of Musical Instruments for the 2012-2013 to the lowest responsible bidder meeting specifications, namely, Advantage Music.

8. Award of Bid – Laptops

The Board awards the Laptop Purchase bid to the lowest responsible bidder meeting specifications, namely, School Tech Supply.

9. RFP Award – Packing & Shipping of Laptops

The Board awards the Request for Proposal for packing and shipping of Lenovo laptops to McCollister Transportation.

10. Acceptance of Donation

The Board gratefully accepts the donation of three (3) 10ft x10ft pop-up shade tents from Mr. Thomas Meehan to be used at outdoor school functions.

11. Transfer of Reserves

The Board approves the following resolution:

WHEREAS, by action of the Board of Education, the Port Jefferson Union Free School District has previously established certain reserves having the following balances as of the fiscal year ending June 30, 2011:

<i>Reserves</i>	<i>Fiscal Year Ending 6/30/11</i>
Workers' Compensation	624,147
Unemployment	336,331
Compensated Absences	2,202,027
Employees' Retirement	859,431
Debt Service	2,788,899
Deferred Revenue	537,184
Total Reserves	7,348,019

And, WHEREAS, the Port Jefferson Board of Education wishes to utilize and or contribute additional funds where appropriate,

NOW BE IT RESOLVED that the Port Jefferson Board of Education hereby authorizes transfers of 2011-12 fund balance to any of the properly established reserves not exceed:

<i>Reserves</i>	<i>Transfers Not to Exceed</i>
Workers' Compensation	300,000
Unemployment	300,000
Employees' Retirement	400,000
Deferred Revenue	1,000,000
Total Reserves	2,000,000

C. Facilities & Operations

1. 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:

55 copies RISE & SHINE New York Assessment Prep-English Language Arts
Grade 3 (#RAS2235) Queue 2008 copyright

2. Sailboats and Equipment

The Board approves the following resolution:

WHEREAS, the Port Jefferson Union Free School District directed the sale of surplus sailboat and equipment pursuant to Board Policy No. 6900; and

WHEREAS, the Assistant Superintendent for Business, pursuant to such policy, contacted local municipalities and local non-profit organizations and inquired of their interest in purchasing the surplus sailing equipment; and

WHEREAS, the Stony Brook University Sailing Team has offered to purchase the sailing equipment for \$10,140 and have further represented that they intend to eventually welcome Port Jefferson students to the University program with

access to the University Sailing Team's fleet, coaches and educational programs and base of operations at the Setauket Yacht Club, when eligible to do so.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Port Jefferson Union Free School District hereby directs that such sailing equipment identified in the attachment, Exhibit "A", be sold pursuant to Board Policy 6900 to the Stony Brook University Sailing Team.

3. Use of Insecticide

That the Board authorizes the emergency use of Criterion™ 0.5G Insecticide for the purpose of Controlling grubs at the Scraggy Fields.

4. SEQRA – 2012/2013 Capital Improvement Programs

The Board adopts the following resolution:

WHEREAS, the Board of Education of the Port Jefferson UFSD is the lead agency under the State Environmental Quality Review Process for the purpose of required determinations respecting the proposed Capital Improvement Projects as follows:

- a. Edna L. Spear ES
 - Playground Replacement
- b. Industrial Arts Building
 - Window Replacement
 - Removal of overhead doors; install new pair of doors. All other openings will be closed off.
 - Exterior stair reconstruction
 - HVAC System Replacement

WHEREAS, in 1995, amendments were made to the SEQRA Regulation (Part 617) to classify projects, which will be excluded from the requirements for the preparation of an Environmental Impact Statement (Type II Actions). The projects mentioned above are now classified as Type II Actions as determined by 6NYCRR§617.5 and

WHEREAS, these projects fall under the following categories:

- A. Routine Maintenance and Repair 6NYCRR§617.5 (c)(i): Maintenance or repair involving no substantial change in an existing facility.
- B. Replace or Rehabilitation 6NYCRR§617.5 (c)(2): replacement or rehabilitation or reconstruction of a structure or facility, in kind, on the same site, unless the work exceeds a threshold for a Type I action in 6NYCRR§617.4.

THEREFORE, as the lead agency for the SEQRA determination, all the above referenced projects fall under Categories "A" or "B" above. The procedure for Type II Actions, with regard to the SEQRA Process for Capital Projects noted above is "No Additional Required Action under 6NYCRR§617.5(a)".

D. Education

1. Committees on Special Education

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

2. Driver Education Contract Agreement

The Board extends the Driver Education Service Contract Agreement between Port Jefferson UFSD and Jim's Cornerstone Driving School for the provision of driver education for the 2012-2013 school year.

3. Driver Education Instructors

The Board approves the following instructors for the Summer 2012 Driver Education Program:

- James V. Perretta, Sr.
- Scott T. Perretta
- Elke Moeller
- Carlo R. Busso

4. Extension of Agreement

The Board approves an extension of a certain agreement, dated July 2012, between the District and the parents of a special education student in regard to the student's placement for the 2012-2013 school year.

5. Service Agreement – Staff Development

The Board of Education approves the Service Agreement between the district and CAPS (Child Abuse Prevention Services) for the provision of staff development services for the 2011-2012 school year.

6. Special Education Providers/Evaluators

The Board approves the following special education providers/evaluators for the 2012-2013 school year:

Complete Rehabilitation Inc.	Consulting that Makes a Difference (D. Ripple)
Dr. Michael Mennella	Developmental Disabilities Institute
St. Charles Hospital	St. James Tutoring
Islip Tutoring	Creative Tutoring
Interim Health Care	RFB & D
Gayle Kligman Therapeutic Resources	Dr. John Gil
Metro Therapy	Out East Therapy
AHRC	Anderson School
Summit School	Comsewogue School District
Miller Place School District	South Country School District
Three Village School District	Dave Seyfert
Nicole O'Neill	Cost Management Systems
Empowering Minds	Horizon Health Care Staffing
Bilinguals, Inc.	Dr. Karin Burkhard
Amy Berk, Nurse	Monique Russell, Nurse
Nicole Harvey-Seaman, Nurse	Dr. Irene Solomon
Career & Employment Options	CAPS
Stony Brook Hospital	Western Suffolk BOCES
Education, Inc.	Top Grade Tutoring
Naviance	Cleary School for the Deaf
East End Disabilities	
Middle Country School District (2011-12 & 2012-13)	
The Community Programs Center of Long Island	

Schedule "A"

Inventory of PJHS Sailing Assets

Boats 420	HIN	Mast	Boom	Rudder	CntrBrd	Sails 3 sets/boat
Bow #						9 sausage bags North Vanguard main/jib w/sheets Many sets main/jib w/sheets
1		Y	Y	Y	Y	Y
2		Y	Y	Y	Y	Y
3		Y	Y	Y	Y	Y
4		Y	Y	Y	Y	Y
5		Y	Y	Y	Y	Y
6		Y	Y	Y	Y	Y
8		Y	Y	Y	Y	Y
10		Y	Y	Y	Y	Y
12		Y	Y	Y	Y	Y
14		Y	Y	Y	Y	Y
15		Y	Y	Y	Y	Y
Laser		N	Y	Y	Y	Y
Inflatable Safety Boat Motor		2007 2007	Mercury 25HP	12' 8" 2 cycle	Good New	
Trailers						
	Lt Duty for					
4	420's	Fair				
1	Laser	Good				
Docks						
		Fair-				
4	16"	good	All have foam blocks removed			
2	20"	Good	1 box of shackles/ washers			
Boat dock cradles		4	Wood	Fair		
Jack Stands		5	3'	Fair		
Boat Covers		3	APS 420 Canvas		Very Good	
Dry Suits		4	Lt Duty	Thin	3 Good, 1 Poor	
Foul Wthr Gear		10 Gill	1 piece	med or lg	good	
Life Vests Bags		14 Extrasport 2 heavy for centerboards	Type III		7 med, 6 sm, 1 lg VG	Fair-good