

**BOARD OF EDUCATION
AGENDA
April 9, 2013
Elementary School**

6:00 p.m. Executive Session (Library)
7:30 p.m. Public Session (Large Group Room)

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:

Special Meeting held March 5, 2013

Regular Meeting held March 12, 2013

V. OPEN FORUM

VI. REPORTS

A. Student Representative

B. Superintendent of Schools

- Energy Conservation – Fred Koelbel

- 2013-2014 Proposed Budget – Sean Leister

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 April 9, 2013 consent agenda:

A. Personnel - resolutions numbered 1-9

B. Finance - resolutions numbered 1-8

C. Facilities and Operations

D. Education - resolution numbered 1

VIII. OLD BUSINESS

A. Board Policy

1. Policy 5110 Closed Campus – presented for a second reading and adoption

2. Policy 5300.30 Prohibited Student Conduct – revisions presented for a second reading and adoption

IX. NEW BUSINESS

1. Designation of Special Meeting

Eastern Suffolk BOCES has requested that component districts meet on April 17, 2013 for the purpose of voting on the Eastern Suffolk BOCES Budget and Board Trustees.

X. OPEN FORUM

XI. ADJOURNMENT

A. Personnel

1. Resignation – Custodial Worker I

The Board accepts the resignation of Stanley Latopolski, as Custodial Worker I, effective April 9, 2013.

2. Rescission of Appointment - Co-Curricular Position

The Board rescinds the appointment of Nancy Randazzo as Elementary School Greenhouse Club Co-Advisor for the 2012-13 school year.

3. Appointment – Co-Curricular Positions

The Board approves the following co-curricular appointments for the 2012-13 school year:

Richard Lautato- Greenhouse Club Co-Advisor
Mary LaSita – ES Drama Club Co-Advisor
Lorraine Serabian – ES Drama Club Co-Advisor

4. Appointment – Substitutes

The Board approves the following substitute appointments for the 2012-2013 school year:

Teacher	Kevin Johnson Paige Lohmann (effective April 1, 2013) Jason Mehl
Teaching Assistant	Jason Mehl

5. Leave Replacement Appointment – Elementary Education Teacher

The Board appoints Paige Lohmann as a teacher of Elementary Education, on a leave replacement basis, on or about May 20, 2013 until on or about June 24, 2013, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

6. Curriculum Mapping Projects

The Board approves the following teachers for Curriculum Mapping Projects for spring 2013, at the rate of \$50.00 per hour, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

Full Year Course - Building Map, 12 hours and District Map, 3 hours
Nicole Pennino-Costa - Introduction to French
Anne Algieri – Introduction to Latin
Heather Marshak - Introduction to French
Full Year Course – Shared Map, Building Map, 20 hours, and District Map, 5 hours
Robert Farenga, Introduction to Spanish, Shared Map
Dawn DeLeonardis Moody, Introduction to Spanish, Shared Map
Kimberly Petrone – Introduction to Spanish, Shared Map

7. Summer Music Program

The Board approves the appointment of the following staff for the 2013 Summer Music Camp, at the rate of \$50.00 per hour:

Mark Abbonizio
Katie Bernius
Christian Neubert

8. Part-time Energy Specialist

The Board approves the appointment of Brian Sandak as part-time Energy Specialist, effective May 6, 2013, in accordance with the agreement between the District and Cenergistic Energy Conservation Company, at the rate of \$5,000.00 per annum, prorated for the remainder of the 2012-2013 school year.

9. Coaching Revision

The Board rescinds the appointment of Charles Moore as Co-Head Varsity Baseball Coach for the 2012-2013 school year; and appoints Charles Moore as Varsity Assistant Baseball Coach for the 2012-2013 school year.

B. Finance

1. Financial Reports

The Board approves the financial reports.

2. Joint Municipal Bidding Program

The Board adopts the attached resolution approving participation in the Joint Municipal Bidding program with Eastern Suffolk BOCES for the 2013-2014 school year.

3. Middle School Science Olympiad Competition

The Board approves the Middle School Science Olympiad Team attending the State competition on Friday, April 12 and Saturday, April 13, 2013, at Syracuse University, Syracuse, New York, returning Sunday, April 14, 2013.

4. Acceptance of Donation

The Board gratefully accepts the donation from Kevin Anderson, a current High School Senior, in the amount of \$425.00 to be used by the Student Organization to purchase synthetic floral arrangements or plants for the purpose of decorating the auditorium for different events, in recognition of his accomplishments as an Eagle Scout.

5. Acceptance of Donation

The Board gratefully accepts the donation from Edward Filangeri, DDS, Excellence in Dentistry, in the amount of \$1,000 to be used to further the enhancements that are underway by the High School Robotics Team, in recognition of the 2012-2013 Powerhouse Robotics Team.

6. Acceptance of Scholarship Donation

The Board approves the establishment of the Ruggiero Family Scholarship; and further, the Board accepts the scholarship donation from the Ruggiero family in the amount of \$250.00 to be awarded to a graduating Earl L. Vandermeulen High School student pursuing vocational career education and training.

7. Vote Officials

The Board adopts the following resolution designating the Chairperson, Acting Clerk, Chief Election Inspector and Inspectors of Election for the May 21, 2013 Annual Vote and Election; and further, that the compensation for said officials be at the rate of \$10.00 per hour.

RESOLVED by the Board of Education of Port Jefferson Union Free School District, in the County of Suffolk, New York:

Section 1. Pursuant to the provisions of the Education Law, Mabel Ackerman, a qualified voter of the Port Jefferson Union Free School District, in the County of Suffolk, New York (the "District"), is hereby appointed to act as the Chairperson of the Annual Vote/Election to be held in the District on May 21, 2013, and the District Clerk is hereby authorized and directed to give written notice of the appointment of such qualified voter so appointed by this Board of Education.

Section 2. Pursuant to the provisions of the Education Law, Mabel Ackerman, a qualified voter of the District, is hereby appointed to act as the Acting Clerk at said Vote/Election, in the absence of the District Clerk.

Section 3. Each of the following qualified voters of the District are hereby appointed to act as Inspectors of Election, including one such qualified voter appointed as Chief Election Inspector, at said Vote/Election and shall perform such duties and take such action as prescribed by the Education Law:

Isabelle Nalbantian	Lesley Chesley	Mary Moore
Helen Kristich	Monica B. Williams	Monica C. Williams
Caroline Ennis	Margaret Smith	Elaine Freda
Stephanie Free	Eileen Coen	Peggy Battaglia
Bernadine Devlin	Beatrice Klein	

Section 4. The District Clerk is hereby authorized and directed to give written notice of appointment to each of the persons hereinabove appointed to the respective offices, and to notify this Board of Education forthwith if any of such persons refuse to accept such appointment or fail to serve, in which case this Board of Education is to take such further action as may be authorized in such circumstances pursuant to the Education Law. In the event that this Board of Education is unable to hold a meeting to appoint a

qualified voter of said District to fill a vacancy caused by the refusal of any person herein designated to accept his/her appointment or the failure of such person to serve, the District Clerk is hereby authorized to appoint a qualified voter of this District to fill such vacancy.

Section 5. The Inspectors of Election are hereby directed to announce the results of the ballot to the Chairperson of the Vote/Election. The Chairperson is directed to declare such results and the District Clerk is directed to record such results.

Section 6. This resolution will take place immediately.

8. Adoption of 2013-2014 Budget

The Board approves the proposed budget for the 2013-2014 school year in the amount of \$39,321,267; and further, the Board of Education approves the attached Property Tax Report Card to be published in the local newspaper, appended to the proposed budget, and submitted to the State Education Department.

C. Facilities & Operations

D. Education

1. CSE Recommendations

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

RESOLUTION

JOINT MUNICIPAL COOPERATIVE BIDDING PROGRAM

WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

WHEREAS, the Port Jefferson Union Free School District, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.

BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

BE IT FURTHER RESOLVED that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

BE IT FURTHER RESOLVED that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

2013-14 Property Tax Report Card

580206 - Port Jefferson UFSD

Contact Person:
Dr. Kenneth Bossert

Telephone Number:

	Budgeted 2012-13 (A)	Proposed Budget 2013-14 (B)	Percent Change (C)
Total Proposed Spending	38,076,500	39,321,267	3.27%
Total Proposed School Year Tax Levy, Including Tax Levy to Support Library Debt ¹	32,600,786	33,610,133	3.10%
Permissible Exclusions to the School Tax Levy Limit	1,376,126	1,582,821	
Proposed School Year Tax Levy, Not Including Levy for Permissible Exclusions or Levy to Support Library Debt	32,600,786	32,027,312	
School Tax Levy Limit, Not Including Levy for Permissible Exclusions ²	32,600,786	32,028,010	
Difference (positive value requires 60.0% voter approval)	-1,376,126	-698	
Public School Enrollment	1,250	1,250	%
Consumer Price Index			2.1%

¹ All proposed levies should exclude any prior year reserve for excess tax levy, including interest.

² For 2013-14, includes any carryover from 2012-13 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

FINANCE

B.8.

	Actual 2012-13 (D)	Estimated 2013-14 (E)
Adjusted Restricted Fund Balance	5,049,214	5,649,214
Assigned Appropriated Fund Balance	1,616	12,000
Adjusted Unrestricted Fund Balance	1,495,781	1,572,000
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	3.93%	4.00%

CLOSED CAMPUS

Effective July 1, 2013, the district will operate under a closed campus system with respect to students leaving school property. Specifically, no student will be allowed to leave school grounds unless he/she has a valid and specific permission slip for that day, which is consistent with the school rules governing authorized school absences.

Cross-ref: 5100, Attendance
5162, Student Dismissal Precautions
Ref: Thomas v. Ange, 83 AD2d 193 (1981)

Presented for
1st reading - 3/12/13
2nd reading & adoption – 4/9/13

PROHIBITED STUDENT CONDUCT

The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on educating students so that they may grow in self-discipline.

The Board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the consequences for their conduct.

Students may be subject to disciplinary action, up to and including suspension from school, when they:

- A. Engage in conduct that is disorderly. Examples of disorderly conduct include, but are not limited to:
 - 1. Running in hallways.
 - 2. Making unreasonable noise.
 - 3. Using language or gestures that are profane, lewd, vulgar or abusive.
 - 4. Obstructing vehicular or pedestrian traffic.
 - 5. Engaging in any willful act which disrupts the normal operation of the school community.
 - 6. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
 - 7. Computer/electronic communications misuse, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the district's acceptable use policy.

- B. Engage in conduct that is insubordinate. Examples of insubordinate conduct include, but are not limited to:
 - 1. Failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating disrespect.
 - 2. Lateness for, missing or leaving school without permission.
 - 3. Skipping detention.

- C. Engage in conduct that is disruptive. Examples of disruptive conduct include, but are not limited to:
 - 1. Failing to comply with the reasonable directions of teachers, school administrators or other school personnel in charge of students.
 - 2. Inappropriate public sexual contact.

3. Display or use of personal electronic devices, such as, but not limited to, cell phones, I-pods, digital cameras, in a manner that is in violation of district policy.
- D. Engage in conduct that is violent. Examples of violent conduct include, but are not limited to:
1. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator or other school employee or attempting to do so.
 2. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon another student or any other person lawfully on school property or attempting to do so.
 3. Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.
 4. Displaying what appears to be a weapon.
 5. Threatening to use any weapon.
 6. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
 7. Intentionally damaging or destroying school district property.
- E. Engage in any conduct that endangers the safety, physical or mental health or welfare of others. Examples of such conduct include, but are not limited to:
1. Subjecting other students, school personnel or any other person lawfully on school property or attending a school function to danger by recklessly engaging in conduct which creates a substantial risk of physical injury.
 2. Stealing or attempting to steal the property of other students, school personnel or any other person lawfully on school property or attending a school function.
 3. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
 4. Discrimination, which includes using race, color, creed, national origin, ethnic group, religion, religious practice, sex, gender (identity and expression), sexual orientation, weight or disability to deny rights, equitable treatment or access to facilities available to others.
 5. Harassment, which includes a sufficiently severe action or persistent pervasive pattern of actions or statements directed at an identifiable individual or group which are intended to be, or which a reasonable person would perceive as ridiculing or demeaning. Harassment (or Bullying) is the creation of a hostile environment **by conduct or threats, intimidation or abuse**. (See policy, 0115, Student Harassment and Bullying Prevention and Intervention for a more complete definition.)
 6. Intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm.
 7. Bullying, which may be a hostile activity which harms or induces fear through the threat of further aggression and/or creates terror. (See policy 0115 for a more complete definition.)
 8. Hazing, which includes an induction, initiation or membership process involving harassment (see policy 0115 for a more complete definition).

9. Selling, using, distributing or possessing obscene material.
 10. Using vulgar or abusive language, cursing or swearing.
 11. Smoking a cigarette, cigar, pipe or using chewing or smokeless tobacco.
 12. Possessing, consuming, selling, **offering, manufacturing,** distributing or exchanging alcoholic beverages or illegal substances, or being under the influence of either. "Illegal substances" include, but are not limited to, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, and any **synthetic version thereof, whether specifically illegal or not,** commonly referred to as "designer drugs" **which are substances designed and synthesized to mimic the intended effects and usages of, which are chemically substantially similar to, illegal drugs, which may or may not be labeled for human consumption.**
 13. Inappropriately using or sharing prescription and over-the-counter drugs.
 14. Gambling.
 15. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
 16. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
- F. Engage in misconduct while on a school bus. It is crucial for students to behave appropriately while riding on district buses, to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving and fighting will not be tolerated.
- G. Engage in any form of academic misconduct. Examples of academic misconduct include, but are not limited to:
1. Plagiarism.
 2. Cheating.
 3. Copying.
 4. Altering records.
 5. Assisting another student in any of the above actions.
- H. Engage in off-campus misconduct that interferes with, or can reasonably be expected to substantially disrupt the educational process in the school or at a school function. Examples of such misconduct include, but are not limited to
1. ~~Cyberbullying (i.e., inflicting willful and repeated harm through the use of electronic text).~~
 2. ~~Threatening or harassing students or school personnel over the phone or other electronic medium.~~
- threatening or harassing students or school personnel through any means off-campus, including cyberbullying (for a complete definition of harassment, bullying and cyberbullying refer to policy 0115, Student Harassment and Bullying Prevention and Intervention).**

Presented for:

First Reading- 6/12/12

Second reading & Adoption- 7/2/12

Revisions presented for:

First reading – 3/12/13

Second reading & Adoption – 4/9/13