

May 14, 2013

The annual budget hearing and regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on May 14, 2013 at Earl L. Vandermeulen High School. Present at the 6:06 p.m. call to order by President Kathleen Brennan, were Vice-President Robert Ramus, Board Members Ellen Boehm, Mark Doyle, Dennis Kahn, James Laffey, Vincent Ruggiero, and Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, and District Clerk Janice Baisley.

Motion was made by Mr. Laffey, seconded by Dr. Kahn and carried 7-0 to enter executive session to discuss matters related to personnel and negotiations.

At 7:00 p.m., the Board entered general session to commence the Annual Budget Hearing.

The District Clerk reviewed the following:

#### QUALIFICATIONS OF A VOTER

- 1) a citizen of the United States
- 2) eighteen years of age or older
- 3) a resident within the school district for a period of 30 days next preceding the meeting at which the individual is to vote

#### PROCEDURES FOR VOTING

- Voting will be by machine on Tuesday, May 21, 2013 from 6:00 a.m. to 9:00 p.m., in the cafeteria at Earl L. Vandermeulen High School.
- Applications for absentee ballots are available from the District Clerk.
- No electioneering will be permitted within 100 feet of the polling place.

#### PROPOSITION 1

Shall the annual budget of the Port Jefferson School District for the school year 2013-2014 in the sum of \$39,321,267; as proposed by the Board of Education with the requisite portion thereof to be raised by taxation on the taxable property of the District, as required by law, be adopted?

#### BOARD OF EDUCATION CANDIDATES

Three vacancies are to be filled on the Board of Education.

2 terms: July 1, 2013 - June 30, 2016

1 term: May 21, 2013 - June 30, 2014 (*balance of the unexpired term of Isak Prohovnik*)

*The candidate receiving the third highest number of votes will fill the term commencing May 21, 2013 through June 30, 2014.*

The candidates as they will appear on the ballot from left to right are:

Adam DeWitt                  Kathleen Brennan                  Ellen Boehm                  Dennis Kahn

#### BUDGET

Assistant Superintendent for Business Sean Leister reviewed the 2013-2014 proposed budget.

Questions and discussion followed:

Richard Carr – LIPA revenue reduction budget scenarios

Francine Feinstein – posting of budget notice and board candidates

At 7:32 p.m., motion was made by Mr. Ramus, seconded by Dr. Doyle and carried 7-0 that the Board adjourn the budget hearing and open the business meeting.

## STUDENT RECOGNITION

Elementary School students and High School Vocational students were recognized for their accomplishments.

## MINUTES

Motion was made by Dr. Doyle, seconded by Mrs. Boehm and carried 7-0 that the Board approve the minutes of the following meetings:

Regular Meeting held April 9, 2013

Special Meeting held April 17, 2013

Work Session Meeting held April 23, 2013

## OPEN FORUM

Mrs. Brennan opened the public comment portion of the meeting. There were no comments.

## REPORTS

Student Representative, Gregory Klesaris, reported on school activities and student accomplishments.

Dr. Bossert reported on upcoming end-of-year events.

Mrs. Brennan reported on attending the National Honor Society Induction and her meeting with the district's external auditors.

## BOARD CONSENT AGENDA

Motion was made by Mr. Ramus, seconded by Mr. Laffey and carried 7-0 that, as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-19 appearing on the May 14, 2013 consent agenda.

Motion was made by Dr. Doyle, seconded by Mr. Ramus that, as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-7 appearing on the May 14, 2013 consent agenda. Mr. Laffey expressed concern with accepting donations from vendors of the district. Motion carried 7-0. Mrs. Brennan acknowledged the donations accepted in resolutions B.2 and B.3.

Motion was made by Mrs. Boehm, seconded by Mr. Ramus and carried 7-0 that, as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-3 appearing on the May 14, 2013 consent agenda.

## OPEN FORUM

Mrs. Brennan opened the second public comment portion of the meeting. There were no comments.

## ADJOURNMENT

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

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At 9:15, the Board reentered general session.

Motion was made by Dr. Doyle, seconded by Mrs. Boehm, and carried 7-0 that the Board approve the appointment of Francis Gilleece as a substitute teacher for the 2012-2013 school year pending fingerprint clearance by the New York State Education Department.

At 9:18 p.m., motion was made by Dr. Doyle, seconded by Mr. Laffey and carried 7-0 to adjourn.

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## CONSENT AGENDA

**May 14, 2013**

### **A. Personnel**

#### **1. Appointment – Dean of Students**

The Board approves the appointment of Robert Morgan to the stipend position Dean of Students-Secondary Grades 6-12, effective May 15, 2013 through the remainder of the 2012-2013 school year, at the rate of \$14,000 per annum, pro-rated for the 2012-2013 school year in the amount of \$2,100.

#### **2. Amendment to Employment Agreement – Assistant Superintendent for Business**

The Board approves a certain Amendment to the Employment Agreement of the Assistant Superintendent for Business, dated May 14, 2013, the Board having

reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

3. Amendment to Employment Agreement – Executive Director Curriculum & Instruction

The Board approves a certain Amendment to the Employment Agreement of the Executive Director of Curriculum and Instruction, dated May 14, 2013, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

4. Amendment to Employment Agreement – Executive Director Pupil Personnel Services

The Board approves a certain Amendment to the Employment Agreement of the Executive Director of Pupil Personnel Services, dated May 14, 2013, the Board having reviewed same; and further, the Board authorizes the President of the Board of Education to execute said agreement on behalf of the Board.

5. Request for Leave – Guidance Counselor

The Board approves the request of Jessica Peterson, Guidance Counselor, for a leave of absence from September 3, 2013 until on or about December 11, 2013, in accordance with Board Policy 9520.2 Family and Medical Leave and Article IX.B.9 of the negotiated agreement with the Port Jefferson Teachers Association.

6. Request for Leave – Teaching Assistant

The Board approves the request of Karin Mall, Teaching Assistant, for a leave of absence from May 2, 2013 until on or about September 3, 2013, in accordance with the negotiated agreement with the United Paraprofessionals Association of Port Jefferson.

7. Substitute Appointments

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

Teacher	Claire Parrella-Curran
Teacher	Mary Mulligan

8. Termination – Guard

The Board terminates the employment of Ronald Elten, as Guard, effective May 15, 2013.

9. Resignation – Teacher Aide

The Board accepts the resignation of Lori Russo, as Teacher Aide, effective May 15, 2013.

10. Appointment – Guard

The Board approves the appointment of Randolph Burgos, as Guard, on a probationary basis effective May 15, 2013, at a base salary of \$19,285, in accordance with the negotiated agreement with the Port Jefferson Custodial Workers Unit and the Suffolk County Department of Civil Service.

11. Rescission of Appointment / Appointment

The Board rescinds the appointment of Paige Lohmann, as teacher of Elementary Education, on a leave replacement basis, on or about May 20, 2013 until on or about June 24, 2013; and appoints Paige Lohmann as .7 FTE teacher of Elementary Education, on a leave replacement basis, on or about June 12, 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.

12. Appointment - .5 FTE Teaching Assistant / .5 FTE Teacher Aide

The Board approves the appointment of Geri Marie Raso, as a .5 FTE Teaching Assistant/.5 FTE Teacher Aide, on a probationary basis, effective March 13, 2013, as recommended by the Committee on Special Education, in accordance with the negotiated agreement with the United Paraprofessionals' Association of Port Jefferson.

13. Appointment – Summer 2013 Guards

The Board approves the appointment of the following guards for the summer 2013, as needed, at their contractual rate of pay for the 2013-2014 school year:

Michael Stiles  
Amy Goldstein  
Robert Wood

14. Appointment – Summer 2013 Custodial

The Board approves the appointment of the following substitute custodians for the summer 2013 at the rate of \$10.00 per hour, not to exceed 90 days of employment, pending fingerprint clearance by the New York State Education Department:

Erik Esposito                      Kelsey Lyons  
Bruce Tyler                         Brenden Zimmermann  
Austin Kirkpatrick

15. Appointment – Summer 2013 Technology

The Board approves the appointment of Jonathan Famularo, as a substitute in the Technology department for the summer 2013, at the rate of \$10.00 per hour.

16. Appointment – Substitute Custodian

The Board approves the appointment of Peter Colen, as a substitute custodian for the 2013-2014 school year at the rate of \$12.00 per hour.

17. Appointment – Custodial Worker

The Board approves the appointment of Steven Metzler, as Custodial Worker I, on a probationary basis effective May 20, 2013, at a base salary of \$27,400, in accordance with the negotiated agreement with the Port Jefferson Custodial Workers Unit and the Suffolk County Department of Civil Service.

18. Memorandum of Agreement – PJTA

The Board approves a certain Memorandum of Agreement dated May 14, 2013 between the Port Jefferson Union Free School District and the Port Jefferson Teachers Association relating to Teacher School Year Calendar.

19. Tenure

The Board grants tenure to the following employees:

- a. Kristine Vaccaro – teacher of Mathematics, effective September 1, 2013
- b. Kandice Brucella – teacher of Special Education, effective September 2, 2013
- c. Kayleen Moran – teacher of English Language Arts 7-12, effective September 1, 2013

**B. Finance**

1. Financial Reports

The Board approves the financial reports.

2. Scholarship Donation

The Board gratefully accepts the scholarship donation of \$1,000 from Suffolk Transportation Service, Inc., to be awarded to a graduating student(s) aspiring to continue to higher education.

3. Scholarship Fund

The Board gratefully accepts the donation of \$1,000 from the Suffolk County Chapter of the New York State Association for Superintendents of School Buildings and Grounds for the purpose of a scholarship fund.

4. 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, 2012:

<i>Reserves</i>	<i>Fiscal Year Ending 6/30/12</i>
Workers' Compensation	928,380

Unemployment	638,312
Compensated Absences	2,216,962
Employees' Retirement	1,265,260
Debt Service	2,796,387
Deferred Revenue	1,018,501
<b>Total Reserves</b>	<b>8,863,802</b>

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 2012-13 fund balance to any of the properly established reserves not exceed:

<i>Reserves</i>	<i>Transfers Not to Exceed</i>
Workers' Compensation	500,000
Unemployment	600,000
Employees' Retirement	550,000
Deferred Revenue	250,000
<b>Total Reserves</b>	<b>1,900,000</b>

5. Bid Extension

The Board awards a bid extension to Advantage Music for the rental of musical instruments for the 2013-2014 school year.

6. Health Services Contracts

The Board approves the health services contracts with each of the following districts for children attending Our Lady of Wisdom School for the 2012-2013 school year:

- Comsewogue UFSD
- Longwood CSD
- Middle Country CSD
- Miller Place UFSD
- Mount Sinai UFSD
- Patchogue-Medford UFSD
- Rocky Point UFSD
- Smithtown CSD
- Three Village CSD
- William Floyd UFSD

7. Health Services Contracts

The Board approves the contracts for health services for the 2012-2013 school year from:

Commack UFSD  
Hauppauge UFSD  
Hempstead UFSD  
Nassau BOCES  
Smithtown CSD  
South Huntington UFSD  
Three Village CSD

**C. Facilities & Operations**

**D. Education**

1. Committees on Special Education

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

2. Academic Intervention Services Plan

The Board approves the 2012-2013 Academic Intervention Services Plan.

3. Driver Education Program

The Board extends the Drivers Education Program with Jim's Cornerstone Driving School, Inc., for the 2013-2014 school year, 2013 fall, 2014 spring and summer sessions.



May 21, 2013

A special meeting of the Port Jefferson School District Board of Education was held on May 21, 2013 in the cafeteria at Earl L. Vandermeulen High School. President at the 9:30 p.m. call to order by President Kathleen Brennan, were Vice-President Robert Ramus, Board Members, Mark Doyle, Dennis Kahn, James Laffey, and Robert Ramus, Board Member-Elect Adam DeWitt, Superintendent of Schools Kenneth Bossert, Assistant Superintendent for Business Sean Leister, School District Attorney Neil Block, and District Clerk Janice Baisley.

Motion was made by Mr. Ramus, seconded by Dr. Doyle and carried 6-0 that the Board accept the tabulation of votes as certified by the inspectors of election and the District Clerk at the Budget Vote and Election of Board Members held on May 21, 2013; the results of such tabulations are as follows:

Proposition # 1: School District Budget	Yes: 656	No: 244
Adam DeWitt	615	
Kathleen Brennan	637	
Ellen Boehm	639	
Dennis Kahn	430	

The District Clerk administered the Oath of Office to Board Member-Elect Adam DeWitt who received the term May 21, 2013 – June 30, 2014.

At 9:33 p.m., motion was made by Mr. Ramus, seconded by Mr. Laffey and carried 7-0 to adjourn.

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