

Clarified

Reorganization Meeting & Regular Meeting

July 1, 2014

The annual reorganization meeting and the regular monthly business meeting of the Board of Education of Port Jefferson Union Free School District was held on July 1, 2014 at Edna Louise Spear Elementary School. Present at the 5:30 p.m. call to order by District Clerk Janice Baisley, were Board Members, Kathleen Brennan, Ellen Boehm, Mark Doyle, James Laffey, Vincent Ruggiero, Board Members Elect Adam DeWitt and Robert Ramus, Superintendent of Schools Kenneth Bossert, and Assistant Superintendent for Business Sean Leister. The Oath of Office was administered to Board Members Elect Adam DeWitt and Robert Ramus.

Motion was made by Mrs. Boehm, seconded by Mr. Ruggiero and carried 7-0 that the Board enter executive session to discuss personnel and legal matters. Dr. Bossert and Mr. Leister left executive session at 6:45 p.m.

At 7:00 p.m. the Board reentered general session.

The Oath of Office was re-administered to Board Members Elect Adam DeWitt and Robert Ramus.

The District Clerk opened nominations for the office of President.

Mr. DeWitt nominated Kathleen Brennan. There were no other nominations; nominations were closed. 7-0 in favor of Mrs. Brennan as Board President.

The District Clerk opened nominations for the office of Vice-President.

Mr. Ruggiero nominated Mr. Laffey. There were no other nominations; nominations were closed. 7-0 in favor of Mr. Laffey as Board Vice-President.

The District Clerk administered the Oath of Office to Mrs. Brennan and Mr. Laffey

The meeting was turned over to Mrs. Brennan.

Motion was made by Dr. Doyle, seconded by Mr. Laffey and carried 7-0 as recommended by the Superintendent of Schools, the Board approve resolutions numbered 6 - 8 on the July 1, 2014 Annual Reorganization Agenda.

6. Appointment of District Clerk

RECOMMENDATION: That the Board approve the appointment of Janice Baisley as District Clerk for the 2014-2015 school year, at the rate of \$10,000.00 per annum.

7. Appointment of District Treasurer

RECOMMENDATION: That the Board approve the appointment of TBD as District Treasurer for the 2014-2015 school year.

8. Appointment of Claims Auditor

RECOMMENDATION: That the Board approve the appointment of Berger, MacDonald, Rand, CPAs, LLP, as Claims Auditor for the 2014-2015 school year.

Mrs. Brennan administered the Oath of Office to the District Clerk.

Motion was made by Dr. Doyle, seconded by Mrs. Boehm that as recommended by the Superintendent of Schools, the Board approve resolutions numbered 10 - 48 on the July 1, 2014 Annual Reorganization Agenda. In regard to resolution numbered 48, Mrs. Brennan advised that the Board would like to add four tentative, as needed, work session dates to the school calendar: September 23, February 24, March 24 and June 23. Motion was made by Mr. Ruggiero, seconded by Mr. Ramus, and carried 7-0 that the additional tentative work sessions be added to resolution 48. Original motion to approve resolutions numbered 10-48, as amended, carried 7-0.

10. Authorization to Bond School Officials -

RECOMMENDATION - That the District Treasurer, Superintendent of Schools, and Assistant Superintendent for Business each be bonded for the 2014-2015 school year, and that the amount for each bond be set at \$500,000.00, and that the Superintendent of Schools be requested to approve this amount.

11. Appointment of School Attorney -

RECOMMENDATION - That the Board approve the appointment of the law firm of Ingerman, Smith, L.L.P., as labor and Board counsel for the 2014-2015.

12. Appointment of Financial Advisors -

RECOMMENDATION - That the Board approve the appointment of Munistat Services, Inc., as financial advisors for the 2014-2015 school year.

13. Appointment of Bond Counsel -

RECOMMENDATION - That the Board approve the appointment of Hawkins, Delafield & Wood, as bond counsel for the 2014-2015 school year.

14. Appointment of 403b Compliance Consultants -

RECOMMENDATION - That the Board approve the appointment of OMNI Financial Group as the District's third party administrator for compliance and remitting services for the District's 403(b) plans for the 2014-2015 school year.

15. Appointment of School Physician -

RECOMMENDATION - That the Board approve the appointment of Dr. John Gill, as the regular school district physician, and the school physician member on the District's Committee on Special Education for the 2014-2015 school year.

16. Appointment of Architect –

RECOMMENDATION – That the Board approve the appointment of JAG Architects as district architect for the 2014-2015 school year.

17. Appointment of Accountant –

RECOMMENDATION – That the Board approve the appointment of Cullen & Danowski, as school district accountant for the 2014-2015 school year.

18. Appointment of Internal Auditor -

RECOMMENDATION - That the Board approve the appointment of Nawrocki Smith, LLP as Internal Auditor for the 2014-2015 school year.

19. Appointment of External Auditor-

RECOMMENDATION - That the Board approve the appointment of R.S. Abrams & Co. LLP, as External Auditor for the 2014-2015 school year.

20. Appointment of Insurance Agents / Carriers

RECOMMENDATION -

- a) That the Board approve JJ Stanis and Company as agent and third party administrator for the district's Excess Major Medical, Vision, Life, and Dental Self Insurance Plan for the 2014-2015 school year.
- b) That the Board approve PMA as agent and third party administrator for the district's Self Insured Workers Compensation Plan for the 2014-2015 school year.
- c) That the Board approve BK International as the agent for the district's student accident insurance and excess employer's liability insurance for the 2014-2015 school year.
- d) That the Board approve New York State Insurance Reciprocal as the district's carrier for general non-medical insurance, including but not limited to school board liability, excess catastrophic liability, commercial automotive, and special school liability insurance for the 2014-2015 school year.
- e) That the Board approve Eugene Donohue Associates as agent for the district administrators life insurance plans for the 2014-2015 school year.

21. Appointment of Environmental Consultants -

RECOMMENDATION - That the Board approve the appointment of Envirosience Consultants, Inc. as environmental consultants for the 2014-2015 school year.

22. Appointment of Accounting Records Custodian, Payroll Certification Officer & Bid Opening; Advertising & Purchasing Officer -

RECOMMENDATION : That the Assistant Superintendent for Business be designated as Custodian of the District's accounting records; and that the Claims Auditor be designated as Payroll Certification Officer; and that the Assistant Superintendent for Business, Sean Leister,

perform the duties of the Bid Opening, and Purchasing Officer of the school district; and that the District Clerk be responsible for advertising notices.

23. Appointment of Investment Officer & Continuance of Board Policy -

RECOMMENDATION: That the District Treasurer and the Assistant Superintendent for Business be appointed investment officers and that these duties include the negotiation of short term loans, Tax Anticipation Notes, and the investment of surplus funds in Certificates of Deposit, and other authorized instruments; and further, the Board agrees to continue Board Policy 6240, Investments.

24. Appointment of Records Access Officer -

RECOMMENDATION : That the Assistant Superintendent for Business be appointed as Records Access Officer for the school district.

25. Appointment of AHERA Compliance Officer -

RECOMMENDATION - That the Board approve the appointment of the Director of Facilities as Compliance Officer under the Asbestos Hazard Emergency Recovery Act, and that he be made save harmless in the performance of his duties. These duties shall include but not be limited to status review, asbestos assessment study, management plan, employee training and management place review update.

26. Appointment of EPA Program-use Compliance Officer -

RECOMMENDATION - That the Board approve the appointment of the Director of Facilities as EPA Program-use Compliance Officer and be made save harmless.

27. Appointment of Title IX Compliance Officer -

RECOMMENDATION : That the Board approve the appointment of the Executive Director for Pupil Personnel Services as the Title IX Compliance Officer for the 2014-2015 school year.

28. Appointment of Substitute Treasurer -

RECOMMENDATION - That the Board approve the appointment of the Superintendent of Schools as Substitute District Treasurer should these services be required any time during the 2014-2015 school year.

29. Appointment of Publication -

RECOMMENDATION - That the Times-Record newspaper and/or Newsday be designated as the official publications of the District for the 2014-2015 school year; and further, that Times-Record newspaper and/or Newsday be designated the official publication for advertising competitive bids.

30. District Accounts / Designation of Depository -

RECOMMENDATION - That the following bank accounts be approved:

General Fund - Checking - Capital One 6755
General Fund - Investment IMMA - Bank of America 9550
General Fund - Investment - Capital One 5930
Federal - Checking - Capital One 6805
Capital - Checking - Capital One 6813
Capital - Investment - Capital One 6821
Trust & Agency - Checking - Capital One 6789
Payroll - Capital One 6763
Royal Education Foundation - Checking - Capital One 6839
Trust & Agency Scholarship - Checking - Capital One 6797
School Lunch - Checking - Capital One 6847
Trust & Agency - Payroll - Capital One 6771
Operating Account-Non-Interest Bearing- Capital One 9227
Capital Operating Account-Non-Interest Bearing-Capital One 8775

and further that the following banks be designated as the depository for all district funds:
Capital One, Suffolk County National Bank, MBIA-CLASS, Bank of America, J.P. Morgan Chase, Citibank, State Bank of Long Island, Commerce Bank, HSBC, Wachovia

31. Authorization of Facsimile Signatures -

RECOMMENDATION - That the District Treasurer and substitute District Treasurer be authorized to resort to an electronic signature, and be it further resolved that the District Treasurer and substitute District Treasurer maintain control of these signatures.

32. Purchasing Policy -

RECOMMENDATION - That the Board review Purchasing Policy 6700, as required by General Municipal Law Section 104-b(4).

33. Charge Cards -

RECOMMENDATION - That the Board authorize the use of the Home Depot and Wright Express credit cards for the 2014-2015 school year.

34. Designation of Extra-Classroom Activities Fund Officers -

RECOMMENDATION - That the Board approve the following officers for the Extra-Classroom (Student Organization) Funds for the 2014-2015 school year:

Elementary	- Lucy Arnone, Treasurer
	- Principal
	- Superintendent of Schools
Middle School	- Rosalie Loizas, Treasurer
	- Principal
	- Superintendent of Schools
Senior High	- Stephanie Miazga, Treasurer
	- Principal
	- Superintendent of Schools

35. Designation of Petty Cash Funds & Fund Custodians -

RECOMMENDATION - That the Board approve the establishment of petty cash funds and custodians of the funds as follows:

<u>Fund</u>	<u>Amount</u>	
District	\$100.00	Superintendent / Janice Baisley
Elementary School	\$100.00	Principal / Lucy Arnone
Middle School	\$100.00	Principal / Rosalie Loizas
High School	\$100.00	Principal / Stephanie Miazga
Business Office	\$100.00	Assistant Superintendent / Natalie Pego

36. Reimbursement for Authorized Use of Vehicles -

RECOMMENDATION - That the rate of reimbursement for the authorized use of privately owned vehicles in the performance of District business be established at the IRS rate per mile for the 2014-2015 school year.

37. Reimbursement for Conferences -

RECOMMENDATION - That the rate of reimbursement for authorized conferences, contests and events for lodging, meals and incidental expenses will not exceed the maximum IRS rate limits. Exceptions may be granted when approved conferences are held at a participating hotel or there is an approved written justification for special circumstances.

38. Rate per Hour - Home Instruction Fee -

RECOMMENDATION - That the rate per hour for home instruction fees provided by any agency other than Port Jefferson Teachers' Association be \$40.00.

39. Non-Resident Tuition -

RECOMMENDATION - That the Board establish the non-resident tuition rate for the 2014-2015 school year pursuant to the required State Education Formula for establishing non-resident student tuition rate, as follows:

Kindergarten - Grade 6	\$19,357 per year
Grades 7 - 12	\$21,969 per year
Special Education: Kindergarten - Gr.6	\$57,089 per year
Special Education: Grades 7- 12	\$59,701 per year

Said rates to be revised when they become finalized by the State Education Department.

40. Appointment of District Committee on Special Education -

RECOMMENDATION - That the Board approve the appointment of the following as District Committee on Special Education for the 2014-2015 school year:

Chairpersons - Executive Director for Pupil Personnel Services, School Psychologist
Special Education Teacher, Teacher Member

Classroom Teacher, Teacher member

Executive Director for Pupil Personnel Services, School Psychologist

Physician Member (as requested)

John Steiner, Lorraine Steiner, Lorraine Guzzetta, Parent Members (as requested)

41. Appointment of Sub-Committee on Special Education -

RECOMMENDATION - That the Board approve the following composition of the Sub-Committee on Special Education for the 2014-2015 school year:

Chairpersons – Executive Director for Pupil Personnel Services, School Psychologist
School Psychologist, Classroom Teacher, Teacher Member
Special Education Teacher, Teacher Member

42. Appointment of Committee on Preschool Special Education -

RECOMMENDATION - That the Board appoint the following to the Committee on Preschool Special Education for the 2014-2015 school year:

Chairpersons - Executive Director for Pupil Personnel Services, School Psychologist
Teacher Member
Special Education Teacher Member
Suffolk County Representative, County Representative
Evaluator, a professional who participated in the evaluation of the child for whom services are sought.
John Steiner, Lorraine Steiner, Lorraine Guzzetta - Parent Members (as requested)

43. IDEA and 504 Impartial Hearing Officers -

RECOMMENDATION - As per Part 200.5(j)(3)(i), appointment from the impartial hearing list must be made in accordance with the rotational selection process established in Section 200.2(e)(1) of the Part 200 Regulations of the commissioner and the administrative procedures established by the Board of Education pursuant to Section 200.2(b)(9).

44. Appointment of Surrogate Parents -

RECOMMENDATION - That the Board approve the appointment of the following as Surrogate Parent(s) for the Committee on Special Education for the 2014-2015 school year:

Father Frank Pizzarelli

45. Appointment of District-wide DASA Coordinator

RECOMMENDATION – That the Board appoint Lisa Scheffer, Executive Director for Pupil Personnel Services, as District-wide DASA Coordinator for the 2014-2015 school year.

46. Annual Budget Hearing, Annual Meeting/District Vote –

RECOMMENDATION: That the Annual Budget Hearing be held on May 12, 2015, 7:00 pm; and, the Annual Meeting/District Vote be held on May 19, 2015, 6:00 am-9:00 pm.

47. Designation of Regular Board of Education Meeting Dates -

RECOMMENDATION: That the Board designate the following as dates for regular monthly business meetings of the Board of Education for the 2014-2015 school year:

August 12, 2014	January 13, 2015	
September 9, 2014	February 10, 2015	
October 14, 2014	March 10, 2015	
November 18, 2014	April 14, 2015	
December 9, 2014	May 12, 2015	June 9, 2015

48. Designation of Board Work Session Meeting Dates-

RECOMMENDATION: That the Board designate the following as dates for work sessions of the Board of Education for the 2014-2015 school year:

October 28, 2014

January 27, 2015

April 28, 2015

Read into the record:

Tentative Work Session Dates: September 23, February 24, March 24, June 23

ESTABLISHMENT OF BOARD COMMITTEES

The following committees were presented for the 2014-2015 school year. Mrs. Brennan asked Board Members to e-mail their interest in serving on a specific committee and interest in chairing a committee for the establishment of committees at the August meeting.

Audit Committee

Curriculum Committee

Facilities Committee

Finance Committee / BAC

Policy Committee

Motion was made by Mr. Ramus, seconded by Mrs. Boehm that the Board create a Superintendent's Evaluation Committee for the purpose of reviewing/revising the evaluative tool. Discussion ensued. It was suggested that a sub-committee of the Policy Committee be established to review the instrument since it is written in policy. Mr. Ramus agreed to table the matter.

ADJOURNMENT

At 7:20 p.m., motion was made by Mr. Laffey, seconded by Mrs. Boehm and carried 7-0 to adjourn the annual reorganization meeting and reconvene the regular monthly business meeting following cake celebrating the newly elected board members.

At 7:33 p.m., the business meeting commenced.

Motion was made by Mr. Ruggiero, seconded by Mrs. Boehm and carried 6-0-1 (Mr. DeWitt abstained) that the Board approve the minutes of the following meeting:

Regular Meeting held June 10, 2014

Mrs. Brennan opened the public comment forum. There were no comments.

REPORTS

The report from the Superintendent of Schools included:

- end of the school year ceremonies and events
- a presentation on the new New York State Report Card by Maureen Hull, Executive Director of Curriculum and Instruction. Discussion followed.

BOARD CONSENT AGENDA

Motion was made by Mr. Ramus, seconded by Dr. Doyle, that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-20 on the July 1, 2014 consent agenda. The District Clerk read into the record the addition of Bonnie Kelsch to resolution A.10. Discussion. Motion was made by Mr. DeWitt, seconded by Mr. Ramus, and carried 7-0 that resolution A.19. be removed from the consent agenda to be acted on separately; and that the original motion be amended to approve Personnel resolutions numbered 1-18 and 20. Discussion ensued regarding A.19, Appointment of Coaches for the 2014-2015 school year. Motion was made by Mr. DeWitt, seconded by Mr. Ramus and carried 6-1 (Dr. Doyle opposed) that the Board appoint only the Fall coaches at this time and the other coaches at a later date.

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 Finance resolutions numbered 1-11 on the July 1, 2014 consent agenda.

Motion was made by Mr. Laffey, seconded by Mr. Ramus, and carried 7-0, that as recommended by the Superintendent of Schools, the Board approve Facilities & Operations resolutions numbered 1-4 on the July 1, 2014 consent agenda

Motion was made by Mr. Ramus, seconded by Mr. DeWitt, that as recommended by the Superintendent of Schools, the Board approve Education resolutions numbered 1-9 on the July 1, 2014 consent agenda. The District Clerk read into the record the addition of Apple Day Camp to resolution D.8. Motion carried 7-0.

OLD BUSINESS

Board Policy –

Motion was made by Mr. Ramus, seconded by Mr. Ruggiero and carried 7-0 that the following policy be accepted for a second reading and adoption: Policy 9310 Physical and Mental Exams

PUBLIC COMMENT

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

ADJOURNMENT

At 8:25 p.m., motion was made by Mr. Laffey, seconded by Mr. Ruggiero and carried 7-0 that the Board enter executive session to discuss a personnel matter. Dr. Bossert and Mr. Leister left the meeting. The District Clerk left the meeting and Mrs. Brennan acted as Clerk pro tem.

At 10:55 p.m. the Board reentered general session. Motion was made by Mr. Laffey, seconded by Mr. DeWitt and carried 7-0 to adjourn.

CONSENT AGENDA

July 1, 2014

A. Personnel

1. Curriculum Mapping

The Board approves the following teachers for Curriculum Mapping Projects for 2014-2015 in accordance with the negotiated agreement with the Port Jefferson Teachers' Association:

Full-Year Course - Building Map and District Map, 20 hours total, shared
Brian Chalmers and Robert Kyle Dunlop – World of Technology

Full-Year Course – Shared Map, Building Map and District Map, 20 hours total, shared
Nicole Pennino-Costa and Celiana Gandolfo – Italian Ib

Half-Year Course – Building Map 7 hours and District Map, 2 hours
Jessica Pastor: Classroom Music, Grades K, 1, and 2

2. Curriculum Plan Writing

The Board approves the following teachers for Curriculum Plan Writing for the iPad Initiative and curriculum mapping for technology classes at Edna Louise Spear Elementary School, in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Ipap Initiative – Classroom Apps; and K-5 Technology - 36 Lessons in Atlas
45 hours shared:

Janelle Bellotti	Melissa Martin	Carleen Parmegiani
Dana St. Pierre	Darlene Wells	

3. Part-time Teaching Appointments

The Board approves the following part-time teaching appointments for the 2014-2015 school year:

Robert Dunlop	.7 FTE	Technology
Paige Macleod	.9 FTE	English
Elizabeth Manly	.7 FTE	Physical Education
Christian Neubert	.6 FTE	Music
Lisa Scrom	.5 FTE	Music

4. Part-time School Communications Aide

The Board approves the appointment of Thomas Serabian as part-time School Communications Aide for the 2014-2015 school year, at a salary of \$16 per hour, not to exceed 20 hours per week.

5. Part-time Energy Specialist

The Board approves the appointment of Brian Sandak as part-time Energy Specialist, for the 2014-2015 school year, in accordance with the agreement between the District and Cenergistic Energy Conservation Company, at the rate of \$5,000.00 per annum.

6. Appointment – Part-time Guards

The Board approves the appointments of the following as part-time guards, for the 2014-2015 school year, at the rate of \$21.00 per hour, 17.5 hours per week:

Reinaldo Delvalle Robin Sacco

7. Appointment - .5 FTE Custodial Worker

The Board approves the appointment of Zafar Choudhry as a .5 FTE Custodial Worker, in accordance with the negotiated agreement with the Port Jefferson Custodial Workers Unit, at the rate of \$14.04 per hour.

8. Appointment – Equipment Manager

The Board approves the appointment of Nicole Poulianos as Equipment Manager, for the 2014-2015 school year, at the rate of \$14.00 per hour.

9. Summer Employment – Aides

The Board approves the appointment of the following as aides for the summer 2014, at the rate of \$11.00 per hour:

Suzanne Uldal (not to exceed 6 days) to assist with copying and mailings
Connie Bermel (not to exceed 6 days) to assist with copying and mailings
Mary O’Sullivan (not to exceed 2 days) to assist with copying and mailings
Maureen Colon (not to exceed 20 hours) to assist with sports physicals

10. Appointment - Facility Use Monitors

The Board approves the following Facility Use Monitor appointments, for the 2014-2015 school year, as needed, at the rate of \$20.00 per hour:

Maureen Colon Bernadine Devlin Hope Post
Read into the record: *Bonnie Kelsch*

11. Appointment – Athletic Trainer

The Board approves the appointment of Michele Matera as Athletic Trainer, for the 2014-2015 school year, at the rate of \$36.00 per hour.

12. Appointment – Substitute Athletic Trainers

The Board approves the appointment of the following substitute Athletic Trainers, for the 2014-2015 school year, at the rate of \$38.00 per hour:

Stephanie Dunn
Jason Lee, pending AT certification
Hannah Kuemmel

13. Appointment – Lifeguards

The Board approves the appointment of the following lifeguards for the 2014-2015 school year for Community Swim at Edna Louise Spear Elementary School pool:

Head Lifeguards at the rate of \$15.00 per hour:

Benjamin Bajus
Emily Fleckenstein – pending CPR & Lifeguard certification
Mary Fleckenstein
Kevin Rowett
Francoise Schachner – pending FA & CPR certification
Loraine Serabian

Lifeguards (students) at the rate of \$12.00 per hour:

Jake Cavanaugh – pending CPR, FA & Lifeguard certification
Tammy Serabian – pending CPR, FA & Lifeguard certification

14. Appointment – Substitute/Leave Replacement Guidance Counselor

The Board approves the appointment of Jennifer Rodgers as a substitute Guidance Counselor for the 2014-2015 school year; and, in accordance with the negotiated agreement with the Port Jefferson Teachers Association on a substitute basis for the period August 27, 2014 to on or about October 14, 2014 and on a leave replacement basis, at Level MA Step 1, effective on or about October 15, 2014 to on or about January 31, 2015 (for Kerri Neligon).

15. Appointment – Special Education Teacher

The Board approves the appointment of Paige Lohmann as a teacher of Special Education, on a probationary basis, effective August 27, 2014, at Level MA, Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association

16. Appointment – Clerk Typist

The Board approves the appointment of Merrill Dona as a Clerk Typist, on a contingent probationary basis, effective July 2, 2014, in accordance with the Suffolk County Civil Service Department and the negotiated agreement with the

Port Jefferson Office Staff Association, at a salary of \$32,136 per annum, pending fingerprint clearance by the New York State Education Department.

17. Appointment – Community Fitness Center Instructors

The Board approves the following Community Fitness Center Instructors, for the 2014-2015 school year, at the rate of \$20.00 per hour:

Benjamin Bajus
Kelly Bates – pending CPR certification
Dinarae Camarda
Michael Caravello, pending First Aid certification
Andrew Cosci, pending First Aid certification
Michael Maletta
Traci MyGlynn
James Mimnaugh
Alycia Petitto
Jesse Rosen
Loraine Serabian
John Serignese, pending CPR and First Aid certification

18. Appointment – Fitness Center Instructors

The Board approves the following Fitness Center Instructors, for the 2014-2015 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Michael Maletta – Fall season / Spring season shared
James Mimnaugh – Winter season / Spring season shared

19. Appointment – Coaches

The Board approves the appointment of Coaches, on the attached list, for the 2014-2015 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

20. Agreement

BE IT RESOLVED that the President of the Board of Education and Superintendent of Schools are authorized to execute a certain Agreement, dated June 30, 2014, with a member of the professional staff, which Agreement has been reviewed by the Board of Education.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of May
Cash Flow Analysis - Month of May

Fund Balance Projected

New Budget Transfers

May Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	63-67
School Lunch Fund	19-20
Federal Fund	26
Capital Fund	None
Trust & Agency	None
Payroll	24-25
Royal Fund	5-6
Scholarship Fund	2

Trial Balance - July 2013 – May 2014

Revenue Budget Status - July 2013-June 2014

Appropriation Status Report - July 2013-June 2014

Budget Transfers - Month of May

ExtraClassroom Activity Quarterly Report Ending March 2014

2. Tax Anticipation Notes

The Board approves the attached resolution authorizing the issuance of Tax Anticipation Notes in anticipation of the receipt of taxes to be levied for the fiscal year ending June 30, 2015.

3. Tax Shelter Annuity Companies

The Board approves the following tax shelter annuity companies for the 2014-2015 school year:

Ameriprise Financial Services, Inc.	MetLife
AXA Equitable Life Insurance Company	Mutual, Inc.
Employee Benefit Account (Legend)	ING National Trust
GWN Marketing/Employee Deposit Account	Oppenheimer Shared Holder Services

4. Interscholastic Competitions

The Board approves the attendance by qualifying teams/individuals at the following interscholastic competitions held beyond the Long Island area, for the 2014-2015 school year:

Boys and Girls Track and Cross Country:

Rhode Island Cross Country Inv., Brown University (tentative)

Rhode Island Classic, Providence, RI

Yale Invitational, Yale University, CT

Penn Relays, University of Pennsylvania, PA

Dartmouth Relays, Dartmouth University

Eddy Games, Union College, Schenectady, NY

Footlocker X-C Nationals, San Diego, CA

Disney Cross Country Classic, Orlando, FL

National Track & Field Championships, Greensboro, NC

5. Student Residency Investigator

The Board approves the appointment of Clifford S. Trotter Associates, Inc., as the District's student residency investigator for the 2014-2015 school at the hourly rate of \$65.00, with the option to renew on a yearly basis.

6. State Audit

The Board accepts the corrective action response to the State of New York, Office of the State Comptrollers Audit; and further, the Assistant Superintendent for Business is authorized to submit the action plan to the New York State Comptroller's office.

7. Risk Assessment Report

The Board accepts the response to the internal auditor's Risk Assessment Report for the 2013-2014 school year; and further, the Assistant Superintendent for Business is authorized to submit the management letter and action plan to the New York State Comptroller's office.

8. Award of Bid – Grounds Maintenance Supplies

The Board awards the Grounds Maintenance Supplies bid, for the 2014-2015 school year, to Vigliotti Garden, the lowest responsible bidder meeting specifications.

9. Award of Bid – Electrical Service

The Board awards the Electrical Service bid, for the 2014-2015 school year, to Facility Solutions Group, the lowest responsible bidder meeting specifications.

10. Award of Bid – Plumbing Services

The Board awards the Plumbing Services bid, for the 2014-2015 school year, to Sentry General Contracting Company, Inc.

11. Award of Bid – Printing Supplies

The Board awards the Printing Supplies bid, for the 2014-2015 school year, to the lowest responsible bidders meeting specifications as follows:

Savon Printing Tobay Printing Courier Printing

C. Facilities & Operations

1. School Calendar

The Board approves the following revision to the 2014-2015 school year calendar:

May 26	make-up day #1
May 22	make-up day #2
April 1	make-up day #3
April 2	make-up day #4

2. Surplus Handheld Radios

The Board declares the following radios obsolete; and, authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district:

Motorola Handheld Radio, inventory #009510
Mag One by Motorola Handheld Radio, S/N 0278 HB1517
Mag One by Motorola Handheld Radio, S/N 0278 HB1518
Motorola Radius CP200 Handheld Radio, S/N 018TDE8539
Mag One by Motorola Handheld Radio, S/N 0278 HB1512
Mag One by Motorola Handheld Radio, S/N0278 HB1519
Motorola Radius M120 Mobile Radio, S/N 799TUSA937
Motorola Radius CP200 Handheld Radio, S/N 018TDE8379
Motorola HT750 Handheld Radio, S/N 672TAU8734
Motorola HT750 Handheld Radio, S/N 672TBC1110
Motorola MaxTrac Mobile Radio, S/N 356TAS1213

3. Surplus Graphing Calculators

The Board declares (36) TI-92 (1995) Graphing Calculators obsolete; and, authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district.

4. Surplus Textbooks

The Board declares the textbooks, on the attached list, as surplus property; and, authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district:

D. Education

1. Committees on Special Education

The Board approves the recommendations of the Committees on Special Education: Annual Review Meetings May 9 – May 27, 2014

2. Driver Education Program

The Board extends the Drivers Education Program with Jim's Cornerstone Driving School, Inc., for the provision of driver education for the 2014-2015 school year, which include the summer, fall and spring sessions.

3. Driver Education Program Instructors

The Board approves the appointment of the following instructors for the 2014-2015 Driver Education program:

Carlo R. Busso

Elke Moeller

James V. Perretta, Sr.

Nicole Sanford, pending fingerprint clearance from NYS Education Department

Joseph Vicich

4. Implementation of Investment Club

The Board approves the implementation of an Investment Club at the high school, commencing with the 2014-2015 school year, with a stipend representing 5% of BA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

5. Professional Development Plan

The Board approves the adoption of the Professional Development Plan for the period 2014-2016.

6. Academic Intervention Services Plan

The Board approves the adoption of the Academic Intervention Services Plan for the period of 2013-2015.

7. Textbook Adoption

The Board approves the adoption of the following textbooks: *Etkina, College Physics AP® Edition*, 1st Edition, with Mastering Physics, by Pearson, for AP Physics; and *Business and Personal Finance*, by Glencoe McGraw Hill, for Career and Financial Management.

8. Special Education Service Providers

The Board approves the following special education service providers for the 2014-2015 school year: *Apple Day Camp read into the record*

Accessible Learning

Maryhaven Center of Hope

Achieve Beyond

Mennella, Dr. Michael

Acoustic Achievement

Metro Therapy

AHRC
Allen, Myra
Behavior Consultant
Berk, Amy
Burkhard, Dr. Karin
Career and Employment Options
Centris Group
Complete Rehabilitation
Comsewogue School District
Consulting That Makes A Difference
Creative Tutoring
DaVinci Education and Research
Developmental Disabilities Institute
Education, Inc.
Empowering Minds
Family Residences & Essential Enterprises
Gayle Kligman Therapeutic Resources
Gil, Dr. John
Horizon Healthcare
Interim Healthcare
Islip Tutoring
Learning Ally

Naviance
O'Neill, Nicole
OutEast Therapy
Russell, Monique
Sachem School District
Seyfert, David
Sivic Management
Smithtown School District
Solomon, Dr. Ilene
South Country School District
South Huntington School District
St. Charles Hospital
St. James Tutoring
Stony Brook Hospital
Summit School
The Community Programs Center of L.I.
Three Village School District
Top Grade Tutoring
Willis, Joanne

9. Concussion Management Services

The Board approves the following Chief School Medical Officer Concussion Management service appointments for the 2014-2015 school year, at no cost to the district:

Orthopedics Associates of Long Island
St. Charles Hospital's *Think Smart Concussion Management Program*

2014-2015 COACHES**PERSONNEL A.19**

Field Hockey Varsity	Deborah Edgar-Brown
X-Country Varsity Boys	Roderick Cawley
X-Country Varsity Girls	Donald Slingerland
Golf Varsity Boys	Charles Ruoff
Soccer Varsity Boys	John Poulianos
Soccer JV Boys	James Poulianos – pending professional license
Soccer Varsity Girls	Allyson Wolff
Soccer MS Girls	Christian Neubert & Taylor Forstell (Co-Coaches) pending CPR & First Aid
Tennis Varsity Girls	Dennis Christofor
Football Varsity	Andrew Cosci – pending First Aid
Football Assistant Varsity (1)	Thomas Foley
Football Assistant Varsity (2)	Keith Buehler – pending CPR
Football JV – Head	Patrick Cawley – pending temporary license & First Aid
Football JV – Assistant	James Mimnaugh
Football MS - Head	Jesse Rosen
Football MS – Assistant	Joseph Dessi
Volleyball Varsity Girls	Elizabeth Manly
Volleyball JV Girls	Dinarae Camarda
Cheerleading Varsity (Fall & Winter)	Jamie Schlageter – pending CPR & First Aid
Gymnastics Varsity	Alycia Petitto
Basketball Varsity Girls	Edward Duddy – pending CPR & First Aid
Basketball JV Girls	Allyson Wolff
Winter Track Varsity Boys	Roderick Cawley
Winter Track Varsity Boys Assistant	Andrew Cosci – pending First Aid
Winter Track Varsity Girls	Donald Slingerland
Wrestling Varsity	Michael Maletta
Wrestling – Assistant Varsity	Ian McEwen – pending temporary license & CPR
Basketball 7/8 Boys	Charles Ruoff
Basketball 7/8 Girls	Paige Macleod – pending First Aid
Volleyball 7/8 Girls	Elizabeth Manly
Independent Varsity Swimming (Boys/Girls)	Mary Fleckenstein – pending professional license
Spring Track Varsity Boys	Roderick Cawley
Spring Track Varsity Boys Assistant	Andrew Cosci – pending First Aid
Spring Track Varsity Girls	Dinarae Camarda
Spring Track Assistant Varsity Girls	Donald Slingerland
Lacrosse JV Girls	Christopher Veit
Tennis Varsity Boys	Dennis Christofor
Baseball Varsity	Jesse Rosen
Gymnastics 7/8 Girls	Alycia Petitto
Spring Track 7/8 Boys	Keith Buehler – pending CPR
Spring Track 7/8 Girls	Joseph Dessi
Lacrosse 7/8 Girls	Elizabeth Manly
All Sports – Assistant Coach	Debra Ferry

TAX ANTICIPATION NOTE RESOLUTION OF PORT JEFFERSON UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JULY 1, 2014, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$12,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2015

RESOLVED BY THE BOARD OF EDUCATION OF PORT JEFFERSON UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called "Notes") of Port Jefferson Union Free School District, in the County of Suffolk, New York (herein called "District"), in the principal amount of not to exceed \$12,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law").

Section 2. The following additional matters are hereby determined and declared:

- (a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2014 and ending June 30, 2015, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.
- (b) The Notes shall mature within the period of one year from the date of their issuance.
- (c) The Notes are not issued in renewal of other notes.
- (d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute arbitrage certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

SURPLUS BOOKS

FACILITIES C.4.

Edna Louise Spear Elementary School

Title	Quantity	ISBN #
<i>Houghton Gr. 5 Math</i>	22	978-0-618-53095-7
<i>Houghton Gr. 4 Math</i>	23	978-0-618-59094-0
<i>Everyday Math – Gr. 3</i>	86	978-0-618-59093-3
<i>Everyday Math – Gr. 3</i>	46	0-07584485-0
<i>Everyday Math – Gr. 3</i>	7	1-57039941-7
<i>Everyday Math, Gr. 3, Vol. 1, TE</i>	4	978-0-618-59115-2
<i>Everyday Math, Gr. 3, Vol. 2, TE</i>	4	978-0-618-59116-9
<i>Houghton Gr. 4 Math</i>	22	978-0-618-590940
<i>Houghton Gr. 4 Math, Vol. 1, TE (New)</i>	1	978-0-618-59118-3
<i>Houghton Gr. 4 Math, Vol. 1, TE</i>	1	978-0-618-59118-3
<i>Houghton Gr. 4 Math, Vol. 2, TE (New)</i>	1	978-0-618-59117-6
<i>Houghton Gr. 4 Math, Vol. 2, TE</i>	1	978-0-618-59117-6
<i>Houghton Gr. 3 Math Flip Chart</i>	1	978-0-618-39122-6
<i>Houghton Gr. 5 Math</i>	42	978-0-618-59095-7
<i>Houghton Gr. 4 Math</i>	25	978-0-618-59094-0
<i>Houghton Gr. 3 Math</i>	19	978-0-618-59093-3
<i>Houghton Gr. 3 Math, Vol. 1, TE</i>	1	978-0-618-59115-2
<i>Houghton Gr. 3 Math, Vol. 2, TE</i>	1	978-0-618-59116-9

Port Jefferson Middle School:

125 copies of *The Language of Literature, Grade 6*, McDougal-Littell, ISBN #: [0618136614](#)

35 copies of *Beginnings in Literature-America Reads*, Scott, Foresman and Company, ISBN [0673270009](#)

125 copies of *Literature-Copper*, Prentice Hall, ISBN #: [0138382026](#)

154 copies of *The Language of Literature - Grade 7*, ISBN #: 0-395-73702-8

1 copy of *The Language of Literature - Grade 7*, ISBN #: 0-395-73709-5

Earl L. Vandermeulen High School:

Title	Quantity	ISBN #
<i>Elements of Literature: Third Course</i>	74	0-03-096831-3
<i>Patterns in Literature</i>	24	0-673-29379-3
<i>The Humanities: Volume Two</i>	23	0-669-41658-4
<i>The Humanities: Volume One</i>	6	0-669-41657-6
<i>Major British Writers</i>	13	0-15-339650-4
<i>Ideas and Patterns in Literature IV</i>	65	N/A
<i>American Literature: A Chronological Approach</i>	54	0-07-009844-1
<i>The Wasteland</i> by T.S. Eliot	16	0-15-694870-2
<i>Elements of Literature: Sixth Course</i>	65	0-03-067284-8
<i>The Holt Reader An interactive Work Text Sixth Course</i>	88	0-03-067552-9
<i>Question and Form in Literature</i>	25	0-673-12933-0
<i>American Mosaic Multicultural Reading in Context</i>	16	0-395-53690-1
<i>Warriner's English Grammar and Composition</i>	132	N/A
<i>Composition: Models and Exercises, Grade 9</i>	84	N/A
<i>Writing: Unit Lessons in Composition</i>	6	N/A
<i>English Grammar and Composition, Complete Course</i>	13	N/A
<i>English Grammar and Composition, Grade 9</i>	16	N/A
<i>English Grammar and Composition, Grade 11</i>	22	N/A
<i>Advanced Composition: A Book of Models for Writing</i>	22	N/A
<i>Elements of Literature: Fifth Course</i>	15	0-03-096833-X

PHYSICAL AND MENTAL EXAMS

The Board of Education seeks to provide a healthful and safe working environment for the total school community. The Board seeks to employ individuals who have physical and mental capacity which will enable such employee to reasonably perform the duties required of the position, and to assure that all employees have a standard of health that will contribute to the safe, healthy and efficient performance of work.

The Board requires that all job offers be conditioned upon a satisfactory medical evaluation, ~~and all probationary employees who are eligible for tenure, as well as employees recommended in writing by their supervisor, undergo a medical exam by their~~ **the candidate's** own physician or by the school physician. Failure to undergo a required medical exam is **may be** grounds for disqualification ~~or dismissal~~.

No applicant ~~or employee~~ will be discriminated against because of any disability or speculation that such person's future health would be at risk in performing his/her duties. ~~Inability to perform the essential functions of the job with or without reasonable accommodation may be grounds for disqualification or dismissal.~~

Note: Policy added (replacing prior policy, Policy Manual, 4114)

Revision presented for
1st reading: 9/9/08
2nd reading & adoption: 10/14/08

Revision presented for
1st reading: 6/10/14
2nd reading & adoption: 7/1/14