

February 13, 2018

The regular monthly business meeting of the Port Jefferson School District Board of Education was held on February 13, 2018 at Edna Louise Spear Elementary School. Present at the 5:34 p.m. call to order by Vice-President Mark Doyle, were Board Members, Ellen Boehm, Adam DeWitt, David Keegan, Vincent Ruggiero, and Tracy Zamek, and Superintendent of Schools Paul Casciano, Board President Kathleen Brennan was absent.

Motion was made by Mrs. Boehm, seconded by Mr. Ruggiero and carried 6-0 that the Board enter executive session to discuss personnel and legal matters. Deputy Superintendent Sean Leister, and Executive Director of Curriculum and Instruction Jessica Schmettan joined the meeting at 6:00 p.m. School district attorney Carrie-Ann Tondo was in attendance from to 6:05 p.m. to 6:45 p.m.

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

RECOGNITION

Two student athletes were recognized and recognition was given to the high school as a Reward School.

MINUTES

Motion was made by Mr. Ruggiero, seconded by Mr. DeWitt and carried 6-0 that the Board approve the minutes of the meeting held January 9, 2018.

Motion was made by Mr. DeWitt, seconded by Mr. Ruggiero and carried 5-0-1 (Dr. Doyle abstained) to approve the minutes of the meeting held January 23, 2018.

PUBLIC COMMENT

Dr. Doyle opened the public comment portion of the meeting.

M. Farina – FLES program

R. Tidwell – 2018-2019 budget allocations, capital projects plans

Dr. Casciano indicated that the February 27th Work Session will include an update on budget development, as well as facilities plans.

REPORTS

Student Representative, Max Okst, reported on school events.

The report from the Superintendent of Schools included the following:

- SCOPE Award Recipients
- Middle School Drama Production

- SCSSA Advocacy Workshop and Longwood Legislative Breakfast
- A presentation on Port Jefferson Middle School Wellness/Mindfulness Pilot
- A presentation on updates to the Wellness Policy and the Implementation

Committee reports were given as follows:

Mrs. Zamek – Policy Committee meeting held January 24, 2018

Mr. DeWitt – Curriculum Committee meeting held January 9, 2018

Mr. Ruggiero – Facilities Committee meetings held January 18 and February 8, 2018

Mrs. Boehm – Audit Committee is awaiting the completion of the State Audit

Dr. Doyle – Finance Committee meeting held February 12, 2018

CONSENT AGENDA

Motion was made by Mrs. Zamek, seconded by Mr. Ruggiero, and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Personnel resolutions numbered 1-5 appearing on the February 13, 2018 consent agenda.

Dr. Doyle read into the record finance resolution numbered 6. Motion was made by Mr. DeWitt, seconded by Mr. Ruggiero, and carried 6-0 that as recommended by the Superintendent of Schools, the Board approve Finance resolutions numbered 1-6 appearing on the February 13, 2018 consent agenda. Dr. Doyle acknowledged the donations in finance resolutions numbered 2 and 3.

Motion was made by Mr. Ruggiero, seconded by Mrs. Zamek, and carried 6-0, that as recommended by the Superintendent of Schools, the Board approve Facilities and Operations resolution numbered 1 appearing on the February 13, 2018 consent agenda.

Motion was made by Mrs. Boehm, seconded by Mr. Keegan, and carried 6-0, that as recommended by the Superintendent of Schools, the Board approve Education resolution numbered 1 appearing on the February 13, 2018 consent agenda.

NEW BUSINESS

Motion was made by Mr. Keegan, seconded by Mrs. Boehm, and carried 6-0 that Policy 8505, Meal Charge, be approved for a first reading and adoption.

PUBLIC COMMENT

Dr. Doyle opened the second public comment portion of the meeting.

J. Ray – French Class at the Middle/High School

ADJOURNMENT

At 9:20 p.m., motion was made by Mr. DeWitt, seconded by Mr. Ruggiero and carried 6-0 to adjourn.

CONSENT AGENDA

February 13, 2018

A. Personnel

1. Substitutes

The Board approves the following substitute appointments for the 2017-2018 school year:

Teacher	Desiree Famighetti
Teaching Assistant	Kathleen Thrash
Clerical	Kathleen Thrash

2. Coaching Positions

The Board approves the following coaching appointments for the 2017-2018 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association contingent upon First Aid, CPR and Temporary Coaching License:

Junior Varsity Softball	Nancy Gallagher
Volunteer Varsity Baseball	Paul Scalcione, Jr.

3. Request for Leave – Elementary Teacher

The Board approves the request of Janelle Bellotti, teacher of Elementary Education, for a leave of absence from on or about April 9, 2018 to on or about June 4, 2018, in accordance with Board Policy 9520.2 Family and Medical Leave and Article IX.B.9 and IX.F. of the negotiated agreement with the Port Jefferson Teachers' Association.

4. Hourly Rate – Student Intern

The Board approves the increase in rate of pay for the position of Student Intern I from \$10.00 to \$11.00 per hour effective January 1, 2018.

5. Summer Music Camp

The Board accepts the services of Mark Abbonizio and Christian Neubert as music teachers for the 2018 Summer Music Camp at the rate of \$50.00 per hour.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

- Claims Audit Report - Month of December
- Cash Flow Analysis - Month of December
- Fund Balance Projection
- New Budget Transfers

December Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	30,31,33
School Lunch Fund	7
Federal Fund	8, 10
Capital Fund	8
Trust & Agency	6
Payroll	14, 15
Scholarship Fund	No Warrants

Trial Balance - July 2017 – December 31, 2017

Revenue Budget Status - July 2017-June 2018

Appropriation Status Report - July 2017-June 2018

Budget Transfers - Month of December

Approved Fundraisers

Extra Classroom Quarterly Reports

2. Scholarship Donation

The Board accepts the award of the Andrew Golub Memorial Scholarship in the amount of \$500 to a seventh or eighth grade music/art student pursuing musical/artistic study throughout the summer.

3. Donation

The Board gratefully accepts the donation from the Port Jefferson Royal Educational Foundation to the Port Jefferson School District in the amount of \$3,042.43.

4. Multi-Year Service Agreement

The Board approves the Multi-Year Service Agreement with Eastern Suffolk BOCES for the lease of a copier for the Middle School office.

5. 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 2017-2018 school year:

Comsewogue CSD	Shoreham-Wading River CSD
Longwood CSD	Three Village CSD
Mount Sinai UFSD	William Floyd UFSD
Middle Country CSD	
Miller Place UFSD	
Rocky Point UFSD	
Smithtown CSD	

C. Facilities & Operations

1. Surplus Property

The Board declares the 1995 Ford van as surplus property; and, authorizes the Deputy Superintendent to dispose of same in the best interest of the district.

D. Education

1. Committees on Special Education

The Board accepts the recommendations of the Committees on Special Education for the following meetings: December 19, 20, 21, 22, 2017 and January 8, 9, 17, 2018

February 27, 2018

A work session of the Port Jefferson School District Board of Education was held on February 27, 2018 at Edna Louise Spear Elementary School. Present at the 7:02 p.m. call to order by President Kathleen Brennan, were Board Members Ellen Boehm, Adam DeWitt, David Keegan, Vincent Ruggiero, and Tracy Zamek, Superintendent of Schools Paul Casciano, Deputy Superintendent Sean Leister, and District Clerk Janice Baisley. Vice-President Mark Doyle was absent.

WORK SESSION

Mr. Leister gave an update on the development of the 2018-2019 school year budget, including suggestions for use of the Capital Reserve, as well as a review of security procedures in place and ideas from staff and community. Discussion followed.

ADJOURNMENT

At 7:35 p.m., motion was made by Mr. Ruggiero, seconded by Mr. DeWitt, and carried 6-0 that the Board enter executive sessions to discuss matters of personnel and potential litigation. The District Clerk left the meeting and Mrs. Brennan acted as Clerk pro tem.

Executive Director for Curriculum and Instruction Jessica Schmettan joined the Board in executive session from 7:35 p.m. to 8:50 p.m. At 9:12 p.m., the Board reentered general session. Motion was made by Mrs. Zamek, seconded by Mr. Keegan and carried 6-0 to adjourn.
