

July 29, 2009

The Board of Education of Port Jefferson School District held a special meeting on July 29, 2009 at Edna Louise Spear Elementary School. Present at the 7:15 p.m. call to order by Vice-President Elisa Scott, were Board Members, Marybeth Collins, Mark Doyle, Robert Frey, and Lauren Hubbard, Superintendent, Max Riley, and District Clerk, Janice Baisley. Board President Stacey Zink arrived at 7:30 p.m. and Board Member Robert Ramus arrived at 7:45 p.m.

Motion was made by Dr. Frey, seconded by Dr. Doyle and carried 5-0 that the Board enter executive session regarding a personnel matter. Also present in executive session was elementary principal candidate, Mr. Theodore Mockrish.

At 7:35 p.m., motion was made by Ms. Scott, seconded by Ms. Collins and carried 6-0 that the Board enter general session.

Mr. Mockrish was introduced to those in attendance.

Motion was made by Dr. Hubbard, seconded by Dr. Frey and carried 7-0 that the Board approve the resolution to employ Theodore Mockrish as Elementary Principal, as follows: As recommended by the Superintendent of Schools, the Board appoints Theodore Mockrish, to the probationary position of Elementary Principal, effective August 10, 2009 through August 9, 2012, in accordance with the negotiated agreement with the Port Jefferson Administrators' Association, at a salary of \$130,000.00 per annum, prorated for the 2009-2010 school year; said appointment expressly contingent upon receipt of New York State administrative certification. In the event that certification is not obtained by January 1, 2010, the appointment is null and void.

At 8:10 p.m., motion was made by Dr. Hubbard, seconded by Dr. Frey and carried 7-0 to adjourn.

July 21, 2009

The Board of Education of Port Jefferson School District held a work session on July 21, 2009 at Edna Louise Spear Elementary School. Present at the 7:35 p.m. call to order by President Stacey Zink were Vice-President, Elisa Scott, Board Members, Marybeth Collins, Mark Doyle, Robert Frey, Lauren Hubbard, and Robert Ramus, Superintendent, Max Riley, and District Clerk, Janice Baisley.

Dr. Riley reviewed highlights of the report by the U.S. Department of Education National Mathematics Advisory Panel.

Dr. Rosenbaum presented the proposed schedule and organization for the 4th and 5th grades. Questions were posed by the Board.

Dr. Riley gave an update on the elementary principal search.

Mrs. Zink announced the assignment of Board members to Board committees for the 2009-2010 school year as follows:

- Finance – Dr. Frey, Mrs. Scott, Mr. Ramus
- Facilities – Mr. Ramus, Mrs. Scott
- Communications – Dr. Doyle, Dr. Hubbard
- Education – whole Board

Mrs. Zink asked Dr. Doyle to be part of the School Visitation Committee.

Open forum:

S. Horowitz

- concern with maintaining differentiation and all areas being departmentalized
- request that students be notified of change

L. Steiner

- rewriting of math curriculum
- push-in vs. pull-out
- attendance monitoring

Mr. Ramus inquired about the status of a vision meeting.

At 9:10 p.m., motion was made by Dr. Doyle, seconded by Dr. Hubbard and carried 7-0 to adjourn.

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 7, 2009 at Earl L. Vandermeulen High School. Present at the 7:30 p.m. call to order by District Clerk, Janice Baisley, were Board Members, Marybeth Collins, Elisa Scott, and Stacey Zink, Board Members Elect, Robert Frey, Lauren Hubbard and Mark Doyle, and Superintendent of Schools, Max Riley. Board member, Robert Ramus arrived at 7:45 p.m.

Drama Director, Tony Butera, recognized STAR students for their achievements.

The District Clerk administered the Oath of Office to Board Members Elect, Robert Frey, Lauren Hubbard and Mark Doyle.

Nominations were opened for the office of President.

Dr. Frey nominated Mrs. Zink. There were no other nominations. Nominations were closed. Mrs. Zink was voted in as Board President, 7-0.

Nominations were opened for the office of Vice-President.

Dr. Frey nominated Mrs. Scott. There were no other nominations. Nominations were closed. Mrs. Scott was noted in as Board Vice-President, 7-0.

The District Clerk administered the Oath of Office to Mrs. Zink and Mrs. Scott.

The meeting was turned over to the Board President.

Motion was made by Dr. Frey, seconded by Dr. Hubbard, and carried 7-0 that, as recommended by the Superintendent of Schools, the Board approve resolutions numbered 6 - 8 on the July 7, 2009 Annual Reorganization Agenda.

6. Appointment of District Clerk

RECOMMENDATION: That the Board approve the appointment of Janice Baisley as District Clerk for the 2009-2010 school year, at the rate of \$10,000.00 per annum.

7. Appointment of District Treasurer

RECOMMENDATION: That the Board approve the appointment of Sandra Mellon as District Treasurer for the 2009-2010 school year, at the rate of \$46,233.00 per annum in accordance with Board Policy 9210.2.

8. Appointment of Claims Auditor

RECOMMENDATION: That the Board approve the appointment of George McDonald from the firm of Berger, MacDonald, Rand, CPAs, LLP, as Claims Auditor for the 2009-2010 school year.

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

Motion was made by Mrs. Collins, seconded by Dr. Doyle and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve resolutions numbered 10 - 49 on the July 7, 2009 Annual Reorganization Agenda.

10. Authorization to Bond School Officials -

RECOMMENDATION - That the District Treasurer, Assistant Business Administrator, Superintendent of Schools, and Assistant Superintendent for Business each be bonded for the 2009-2010 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 2009-2010 school year.

12. Appointment of Financial Advisors -

RECOMMENDATION - That the Board approve the appointment of Munistat Services, Inc., as financial advisors for the 2009-2010 school year.

13. Appointment of Bond Counsel -

RECOMMENDATION - That the Board approve the appointment of Hawkins, Delafield & Wood, as bond counsel for the 2009-2010 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 2009-2010 school year.

15. Appointment of School Physician -

RECOMMENDATION - That the Board approve the appointment of Dr. Mark Shapiro, as the regular school district physician, as well as the school physician member on the District's Committee on Special Education, for the 2009-2010 school year.

16. Appointment of Consulting Dentist -

RECOMMENDATION - That the Board approve the appointment of Dr. Mark L. Cherches as the District's consulting dentist for the 2009-2010 school year.

17. Appointment of Architect -

RECOMMENDATION - That the Board approve the appointment of JAG Architects as district architect for the 2009-2010 school year.

18. Appointment of Internal Auditor -

RECOMMENDATION - That the Board approve the appointment of Rizzi, Schwarz & Taraskas as Internal Auditor for the 2009-2010 school year.

19. 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.
- b) That the Board approve Fitzharris Agency Inc. as agent and third party administrator for the district's Self Insured Workers Compensation Plan.
- c) That the Board approve BK International as the agent for the district's student accident insurance and excess employer's liability insurance.
- 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.
- e) That the Board approve Eugene Donohue Associates as agent for the District Administrators Life Insurance Plans.

20. Appointment of Environmental Consultants -

RECOMMENDATION - That the Board approve the appointment of Enviroscience Consultants, Inc. as environmental consultants for the 2009-2010 school year.

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

RECOMMENDATION : That the Assistant Business Administrator 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 perform the duties of the Bid Opening, and Purchasing Officer of the school district; and that the District Clerk be responsible for advertising notices.

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

RECOMMENDATION: That the District Treasurer, Assistant Superintendent for Business and Assistant Business Administrator, 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.

23. Appointment of Records Access Officer -

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

24. 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.

25. 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.

26. Appointment of Title IX Compliance Officer -

RECOMMENDATION : That the Board approve the appointment of the Assistant Superintendent for Business as the Title IX Compliance Officer for the 2009-2010 school year.

27. 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 2009-2010 school year.

28. Appointment of Publication -

RECOMMENDATION - That the Times-Record newspaper and Newsday be designated as the official publications of the District for the 2009-2010 school year; and further, that Newsday be designated the official publication for advertising competitive bids.

29. District Accounts / Designation of Depository -

RECOMMENDATION - That the following bank accounts be approved:

- General Fund - Checking - Capital One 0224126755
- General Fund - Investment IMMA - Bank of America 9418779550
- General Fund - Investment CLASS - MBIA 0100500001
- General Fund - Investment - Capital One 0224125930
- Federal - Checking - Capital One 0224126805
- Capital - Checking - Capital One 0224126813
- Capital - Investment - Capital One 0224126821
- Trust & Agency - Checking - Capital One 0224126789
- Payroll - Capital One 0224126763
- Royal Education Foundation - Checking - Capital One 0224126839
- Trust & Agency Scholarship - Checking - Capital One 0224126797
- School Lunch - Checking - Capital One 0224126847
- Trust & Agency - Payroll - Capital One 0224126771

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

30. 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.

31. Purchasing Policy -

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

32. Cell Phones

RECOMMENDATION: That the Board approve the attached list of cell phones assigned to employees.

33. Charge Cards -

RECOMMENDATION - That the Board authorize the use of the Home Depot, and Hess credit cards for the 2009-2010 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 2009-2010 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
Special Services	\$100.00	Deputy Superintendent / Carole Udovich
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 2009-2010 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. Rate per Hour - Adult Education -

RECOMMENDATION - That the rate of pay for adult education instructors be \$26.00 per hour.

40. Non-Resident Tuition -

RECOMMENDATION - That the Board establish the non-resident tuition rate for the 2009-2010 school year pursuant to the required State Education Formula for establishing non-resident student tuition rate, as follows:

Kindergarten - Grade 6	\$16,340 per year
Grades 7 - 12	\$21,609 per year
Special Education: Kindergarten - Gr.6	\$65,791 per year
Special Education: Grades 7- 12	\$71,060 per year

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

41. 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 2009-2010 school year:
Director of Special Education, Deputy Superintendent, School Psychologist-Chairpersons
Special Education Teacher, Teacher Member
Classroom Teacher, Teacher member
Director of Special Education, School Psychologist
Dr. Mark Shapiro, Physician Member
John Steiner, Parent Member
Lorraine Steiner, Parent Member
Lorraine Guzzetta, Parent Member
Carol Scotto, Parent Member
Danielle Bayer, Parent Member

42. Appointment of Sub-Committee on Special Education -

RECOMMENDATION - That the Board approve the following composition of the Sub-Committee on Special Education for the 2009-2010 school year:
Director of Special Education, Deputy Superintendent, School Psychologist - Chairpersons
School Psychologist, Classroom Teacher, Teacher Member
Special Education Teacher, Teacher Member

43. Appointment of Committee on Preschool Special Education -

RECOMMENDATION - That the Board appoint the following to the Committee on Preschool Special Education for the 2009-2010 school year:
Director Special Education, Deputy Superintendent, School Psychologist -Chairpersons
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, Parent Member
Lorraine Steiner, Parent Member
Lorraine Guzzetta, Parent Member
Carol Scotto, Parent Member
Danielle Bayer, Parent Member

44. 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).

45. 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 2009-2010 school year: Father Frank Pizzarelli

46. Approval of Special Education Providers / Evaluators

RECOMMENDATION – That the Board approve the following special education providers / evaluators for the 2009-2010 school year:

Accessible Learning Technologies	Diane Ripple
Dr. Michael Mennella	Developmental Disabilities Institute
St. Charles Hospital	Schneiders Children’s Hospital
Interim Health Care	RFB & D
Gayle Kligman Therapeutic Resources	South Country School District
Metro Therapy	AHRC
Anderson School	Hauppauge School District
Dave Seyfert	Cost Management Systems
Kidz Therapy	MZ Coach
Horizon Health Care Staffing	Bilinguals, Inc. Dr. Karin Burkhard

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

RECOMMENDATION: That the Annual Budget Hearing be held on May 11, 2010, at 7:00 pm; and, that the Annual Meeting/District Vote be held on May 18, 2010, 6:00 a.m. to 9:00 p.m. at the high school.

48. Designation of Regular Board of Education Meeting Dates -

RECOMMENDATION: That the Board designate the following as dates for regular Board of Education meetings for the 2009-2010 school year:

July 7, 2009	January 12, 2010
August 11, 2009	February 9, 2010
September 8, 2009	March 9, 2010
October 13, 2009	April 13, 2010
November 10, 2009	May 12, 2010
December 8, 2009	June 8, 2010

49. Designation of Dates for Board of Education Work Sessions –

RECOMMENDATION: That the Board designate the following as dates for work sessions for the 2009-2010 school year:

September 22, 2009	February 23, 2010
October 27, 2009	March 23, 2010
November 24, 2009	April 27, 2010
December 22, 2009	May 25, 2010
January 26, 2010	June 22, 2010

Motion was made by Mrs. Collins, seconded by Dr. Frey that the attached list of Board committees with respective charges be established for the 2009-2010 school year. Discussion. Motion carried 7-0.

At 8:00 p.m., motion was made by Mr. Ramus, seconded by Mrs. Scott and carried 7-0 to adjourn the annual reorganization meeting and begin and regular monthly business meeting.

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

Regular Meeting held June 9, 2009
Special Meeting held June 17, 2009
Work Session held June 23, 2009

Mrs. Zink announced the Open Forum.

L. Steiner

- 4th and 5th grade schedule

Report from the Superintendent of Schools:

- Ms. Rianna gave a presentation on math curriculum highlighting recommendations of the Department of Education National Mathematics Advisory Panel.

Motion was made by Mrs. Collins, seconded by Dr. Hubbard and carried 7-0 that as recommended by the Superintendent of Schools, the Board approve the following resolutions appearing on the July 7, 2009 consent agenda:

- A. Personnel - resolutions numbered 1 - 21
- B. Finance - resolutions numbered 1 - 5
- C. Facilities and Operations – resolutions numbered 1 - 7
- D. Education - resolutions numbered 1 - 2

Ms. Zink announced the second open forum.

S. Horowitz

- teacher name on report card; class teacher or homeroom teacher

L. Steiner

- communicating change in 4th & 5th grade schedule to parents

Dr. Riley distributed a letter that will be sent to parents regarding scheduled meeting dates for parents to meet with Dr. Rosenbaum.

At 9:00 p.m., motion was made by Mrs. Collins, seconded by Dr. Hubbard and carried 7-0 that the board enter executive session to discuss personnel matters.

At 11:15 p.m., the Board reentered general session.

Motion was made by Dr. Frey, seconded by Dr. Hubbard and carried 7-0 that, as recommended by the Superintendent of Schools, the Board approve resolutions numbered 22 and 23 added to the Personnel section of the agenda.

A. Personnel

1. Reappointment – Part-time Computer Technician

The Board reappoints Douglas Poat as part-time computer technician, 20 hours per week, \$20.00 per hour, for the 2009-2010 school year.

2. Appointment – Physical Education Teacher

The Board appoints Francoise Schachner as a teacher of Physical Education on a probationary basis effective September 2, 2009, at Level MA Step 12, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

3. Appointment – Elementary Leave Replacement

The Board appoints Nicole Costa as a teacher of elementary education on a leave replacement basis for the 2009-2010 school year, at Level MA Step 2, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

4. Appointment – Elementary Leave Replacement

The Board appoints Janelle Nocero as a teacher of elementary education on a leave replacement basis for the 2009-2010 school year, at Level MA Step 3, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

5. Appointment – Elementary Leave Replacement

The Board appoints Melissa Drewisis as a teacher of elementary education on a leave replacement basis for the 2009-2010 school year, at Level BA30 Step 2, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

6. Appointment – Elementary Leave Replacement

The Board appoints Sally Wellinger as a teacher of elementary education on a leave replacement basis for the 2009-2010 school year, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

7. Appointment – Math Leave Replacement

The Board appoints Diane Crotty as a teacher of Math 7-12 on a leave replacement basis for the 2009-2010 school year, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

8. Appointment – FLES

The Board appoints Kimberly Williams as a teacher of foreign language for the elementary program, on a probationary basis effective September 2, 2009, at Level MA Step 2, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

9. Request for Leave – Elementary Teacher

The Board grants the request of Megan Roth-Ueno for a leave of absence from her full-time elementary teaching position for the 2009-2010 school year.

10. Request for Leave – Library Media Specialist

The Board grants the request of Christine Austen for a leave of absence from her position as Library Media Specialist for the 2009-2010 school year.

11. Appointment – .5 FTE Elementary Teacher

The Board appoints Megan Roth-Ueno as a .5 FTE teacher of elementary education for the 2009-2010 school year.

12. Appointment - .4 FTE Dean

The Board appoints Michael Carlson as .4 FTE Dean of Students for the 2009-2010 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

13. Appointment - .4 FTE Dean

The Board appoints Christine Austen as .4 FTE Dean of Students for the 2009-2010 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

14. Appointment - .6 FTE Technology Integration Teacher

The Board appoints Christine Austen as .6 FTE Technology Integration Teacher for the 2009-2010 school year.

15. Appointment – Fitness Center Supervisor

The Board appoints Nancy Matura as Fitness Center supervisor for the Spring of 2009.

16. Summer Employment - Operations

The Board approves the following summer 2009 appointments:

Ashley Ruggerio	Custodial Worker
Alexa Aversano	Clerical Aide
Michael Stiles	Security

17. Appointment – Summer Services Staff

The Board approves the following staff for summer services from 7/6/09 – 8/14/09:

- Margaret Moore – as a provider of reading services for specific students, as per IEP
- Karen Stamatopoulos – as a provider of speech services for specific students, as per IEP
- Lori Buynoch – as a provider of special education services for specific students, as per IEP

18. Curriculum Writing Projects:

The Board approves the following Summer 2009 Curriculum Writing Projects:

Curriculum Map, inclusive of Scope and Sequence [12 hours, unless otherwise specified]

AP Language	Eva Rijssenbeek
AP World History	Lauren Trelewicz
Italian II	Nicole Pennino
Digital Music Production [HS]	Ed Pisano
Electronic Music Production [Gr 8 -7 hours]	Ed Pisano
Grade Six Technology [7 hours]	Nancy Bachety

Curriculum Map Revisions and Scope/Sequence [5 hours]

Grade 4 Reading	Gina Santini & Kim Berg
Grade 4 Writing	Gina Santini & Kim Berg
Grade 5 Reading	Kristen Poulos
Grade 5 Writing	Kristen Poulos

Scope and Sequence: 2 hours per subject, unless otherwise specified

Grammar and Phonics Skills, K-5 [12 hours]	Kim Berg & Kristen Poulos
Freshman Seminar [1 hour]	Dawn DeLeonardis
Kindergarten Reading	Allison Coppi
Kindergarten Writing	Allison Coppi
Grade 4 Social Studies	Gina Santini & Kim Berg
Grade 6 Writing	Alison Heron
Grade 7 English	Deidre Filippi
Grade 8 English	Deidre Filippi
Grade 8 Social Studies	Jesse Rosen
Grade 8 Humanities	Alison Heron
Grade 9 English	Matthew Sefick
AP Literature	Matthew Sefick

19. Appointment – Interim Elementary Principal

The Board approves the appointment of Mark Rosenbaum as Interim Elementary Principal, effective July 1, 2009, at the rate of \$750.00 per day.

20. Appointment – Interim Director of Special Education

The Board approves the appointment of Louis Hirschfield, as Interim Director of Special Education, effective July 1, 2009, at the rate of \$750.00 per day.

21. Energy Education Specialist

The Board appoints Peter Esposito, to the position of Energy Education Specialist, effective July 13, 2009, at the rate of \$20,000 per year, prorated for the 2009-2010 school year.

22. Creation of Position – Payroll Supervisor

The Board creates the position of Payroll Supervisor in accordance with Suffolk County Department of Civil Services.

23. Policy 9210.2 – Secretary to the Superintendent of Schools

Effective July 1, 2009, the Board establishes the base salary for Janice Baisley, Secretary to the Superintendent of Schools, at \$95,000.00; with no additional compensation for career and longevity increments; annual cost-of-living salary increases will be equal to those of comparable district employees; this resolution will be incorporated into Board Policy 9210.2.

B. Finance

1. Financial Reports

The Board accepts the financial reports.

2. Acceptance of Donation

The Board gratefully accepts the donation of musical instruments from the Elementary School PTA in the amount of \$2,921.35.

3. Tax Shelter Annuity Companies

The Board approves the following tax shelter annuity companies for the 2009-2010 school year:

American Fund/Capital guardian
Ameriprise Financial Services, Inc.
AXA Equitable Life Insurance Company
Employee Benefit Account (Legend)
Fidelity Management Trust Co.
GWN Marketing/Employee Deposit Account
ING National Trust
Mutual, Inc.
Oppenheimer Shared Holder Services
Vanguard

4. Request for Transportation

The Board grants the request for transportation to the Laurel Hill School for the 2009-2010 school year for two particular students at no additional cost to the district.

5. Cooperative – Nassau BOCES

The Board approves the attached resolution authorizing participation in a cooperative bid coordinated by Nassau BOCES for Various Commodities and/or services as listed.

C. Facilities and Operations

1. YMCA Agreement

The Board approves the contract between the YMCA and the Port Jefferson School District for before and after care services for the 2009-2010 school year.

2. Waiver of Fee

The Board approves the waiver of fee for Mid-East Suffolk Teacher Center for use of district facilities for the 2009-2010 school year.

3. Free and Reduced Price Lunch Program

The Boards accepts the Policy Statement for Free and Reduced Price Meals/Milk, including the Family Income eligibility Criteria for the 2009-2010 school year.

4. Food Management Service Bid

The Board awards the Food Management Service bid for the 2009-2010 school year to the lowest responsible bidder meeting specifications: Whitsons School Nutrition

5. American Red Cross Shelter Agreement

The Board approves the Shelter Agreement between the American Red Cross and the Port Jefferson Union Free School District in order that the Red Cross may use the school buildings as an emergency shelter in the event of a disaster.

6. NYSSBA Membership

The Board approves renewal of membership to the New York State School Boards Association for the 2009-2010 school year.

7. Team Trips

The Board approves attendance by qualifying teams / individuals at the following interscholastic competitions for the 2009-2010 school year held beyond the Long Island area:

- Brown Invitational at Brown University, Providence, RI
- Yale Invitational at Yale University, CT
- Penn Relays at University of Pennsylvania, PA
- Eddy Games at Union College, Schenectady, NY
- Disney Cross Country Classic, Orlando, FL
- National Track & Field Championships, Greensboro, NC
- Section VII Invitational, Plattsburgh, NY
- National Junior Track & field Championships, Pala Alto, CA
- Hall of Fame Tournament Boys & Girls Varsity Soccer, Oneonta, NY, September 18-20, 2009

D. Education

1. CSE Recommendations

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

2. Scholarship

The Board accepts the Jim Smith Scholarship in the amount of \$1,000 to be awarded to a particular student.

July 7, 2009

**PORT JEFFERSON SCHOOL DISTRICT
BOARD OF EDUCATION**

2009-10 Board Committee Charges

Education Committee

The Education Committee is charged to work with the administration to provide oversight of the Curriculum Revision Five-year Cycle. After review of the Deputy Superintendent's recommendations, the Committee will adopt and publish a five-year calendar of curriculum review and approval, beginning with 2009-10. Curriculum adoptions will be made prior to January 1 so that adequate time will be provided to include necessary funds for personnel and materials in the subsequent school year budget.

Administrative Liaison: Deputy Superintendent

Finance Committee

The Finance Committee will work with the Superintendent to plan, develop and communicate the annual district budget to be referred to voters. The Committee will receive monthly reports from the administration on expenditures and otherwise monitor the implementation of the budget. The Committee will meet as necessary during the school year to address any financial exigencies that may occur. The Finance Committee will act as the District's Audit Committee as prescribed by law.

Administrative Liaison: Superintendent of Schools and Assistant Superintendent for Business

Facilities Committee

The Facilities Committee will work with the administration to provide oversight of school facilities and will work with the District Architect to plan for facility development. Included within the facility oversight responsibility is the duty to set direction for the continued development and application of the District technology network. The Committee will exercise oversight of the Transportation Department. In the 2009-10 school year, the Committee is specifically charged to plan and bring to the voters a revised transportation route system to improve efficiency and service. The Committee will also act as the appellant body for final resolution of transportation complaints on appeal from administrative resolution. The Facilities Committee will act as the School Visitation Committee as prescribed by law.

Administrative Liaison: Assistant Superintendent for Business

Communications Committee

The Communications Committee will direct the development of a strategic plan for communications in accord with the district's communications audit. The Committee will work with the Superintendent and the Finance Committee to plan for creating a district communications office and employment of a Communications Director for the 2010-11 school year. The Committee will exercise primary responsibility for design of the district web site in consultation with the Facilities Committee in its role of technology network oversight.

Administrative Liaison: Superintendent of Schools

GENERAL RESOLUTION
FOR THE PURPOSE OF
PARTICIPATING IN A COOPERATIVE BID COORDINATED BY
THE BOARD OF COOPERATIVE EDUCATION SERVICES OF NASSAU
COUNTY

FOR

Various Commodities and/or Services
As Listed on Pages 1-3 of This Resolution

WHEREAS, the Board of Education, ~~Port Jefferson~~ School District of New York State (the "School District") wishes to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Nassau County ("Nassau BOCES") for the purchase of various commodities and/or services as authorized by and in accordance with the Education Law and General Municipal Law, Section 119-o; and

WHEREAS, the District, more particularly, wishes to participate in the joint cooperative bids as listed and checked below (check "yes" or "no"):

	<u>PARTICIPATION</u>	
<u>CORE GROUP:</u>	<u>YES</u>	<u>NO</u>
<i>(NASSAU BOCES PER BID RATE)</i>		
ABATEMENT AND DISPOSAL OF ASBESTOS & LEAD MATERIALS	_____	_____
ARTS & CRAFT SUPPLIES	_____	_____
ASPHALTIC & CEMENT CONCRETE PAVING REPAIR & MAINTENANCE	_____	_____
ATHLETIC UNIFORMS	_____	_____
AUDIO VISUAL EQUIPMENT/NET TV	_____	_____
AUDIO VISUAL SUPPLIES	_____	_____
AUTO BODY SUPPLIES	_____	_____
AUTO MECHANIC SUPPLIES	_____	_____
AUTOMOBILES - PASSENGER CARS/VANS/TRUCKS	_____	_____
AUTOMOTIVE AIR CONDITIONING REPAIRS	_____	_____
BOILER, DUCT & KITCHEN EXHAUST CLEANING	_____	_____
BUILDINGS & GROUNDS EQUIPMENT	_____	_____
CARPENTRY, CABINETRY & BUILDING SUPPLIES	_____	_____
CARPETING & INSTALLATION	_____	_____
CESSPOOL MAINTENANCE SERVICES	_____	_____

CHAIN LINK FENCING	_____	_____
COMPUTER HARDWARE, SOFTWARE, NETWORKING AND SUPPLIES	_____	_____
CUSTODIAL AND GREEN CUSTODIAL SUPPLIES	_____	_____
DOORS: HOLLOW METAL, FRAMES & HARDWARE	<input checked="" type="checkbox"/>	_____
ELECTRICAL SUPPLIES	_____	_____
FAX & PHOTOCOPY EQUIPMENT, SUPPLIES AND MAINTENANCE	_____	_____
FINANCING & LEASING OF CAPITAL EQUIPMENT	_____	_____
FIRE EXTINGUISHERS & SERVICE	_____	_____
FITNESS EQUIPMENT	_____	_____
FLOOR TILES & INSTALLATION	_____	_____
FOOD & BEVERAGE SUPPLIES	_____	_____
FOOD PREPARATION: PAPER & PLASTIC SUPPLIES	_____	_____
FOOD SERVICE EQUIPMENT	_____	_____
FUEL OIL	_____	_____
FURNITURE: CLASSROOM & OFFICE	_____	_____
GENERAL SAFETY SUPPLIES	_____	_____
GENERAL SCHOOL & OFFICE SUPPLIES	_____	_____
GLAZING SERVICES & SUPPLIES	_____	_____
GYMNASIUM FLOOR REFINISHING	_____	_____
GUARD SERVICE (LICENSED, UNIFORMED, UNARMED)	_____	_____
HAZARDOUS MATERIALS: HANDLING, REMOVAL, TRANSPORTATION & DISPOSAL	_____	_____
HVAC EQUIPMENT	_____	_____
HVAC MAINTENANCE & INSTALLATION	_____	_____
INDUSTRIAL ARTS & WELDING SUPPLIES	_____	_____
INTERSCHOLASTIC ATHLETIC SUPPLIES	_____	_____
IRRIGATION SYSTEMS - REPAIR & MAINTENANCE	_____	_____
LIBRARY SUPPLIES	_____	_____
MEDICAL & DENTAL SUPPLIES	_____	_____
MUSICAL INSTRUMENTS & SUPPLIES	_____	_____
MUSICAL INSTRUMENT RENTALS	_____	_____
MUSICAL INSTRUMENT REPAIRS	_____	_____
OIL & GAS BURNER SERVICE	_____	_____
PAINT & PAINTING SUPPLIES	_____	_____
PAPER: XEROGRAPHIC, FAX & COPIER	_____	_____
PHOTOGRAPHY SUPPLIES	_____	_____
PHYSICAL EDUCATION SUPPLIES	_____	_____
PLUMBING & HEATING SUPPLIES	_____	_____
PLUMBING SERVICES	_____	_____
RECONDITIONING OF ATHLETIC EQUIPMENT	_____	_____
ROOF MAINTENANCE & REPAIR	_____	_____
SCHOOL BUS AIR CONDITIONING INSTALLATION, MAINTENANCE & REPAIRS	_____	_____

SCHOOL BUS & AUTO PARTS	_____	_____
SCIENCE SUPPLIES	_____	_____
SNACK VENDING SERVICE	_____	_____
SUBSCRIPTION SERVICES	_____	_____
TEACHING AIDS	_____	_____
TOOLS: POWER & HAND	_____	_____
TRANSMISSION REPAIRS: CARS, VANS	_____	_____
TRUCKS & SCHOOL BUSES	_____	_____
UNIFORMS - GENERAL	_____	_____
VEHICLE BODY AND UPHOLSTERY REPAIRS	_____	_____
VENETIAN BLINDS & SHADES	_____	_____
VEHICLE REPAIRS & INPECTIONS	_____	_____

NOW THEREFORE, BE IT RESOLVED that the School District hereby appoints Nassau BOCES as its representative and agent in all matters related to the Cooperative Bidding Program, including but not limited to responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the School District and making recommendations thereon, and

BE IT FURTHER RESOLVED that Nassau BOCES is hereby authorized to award cooperative bids on behalf of the School District to the bidder deemed to be the lowest responsible bidder meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts and to enter into contracts for the purchase of the commodities and/or services as authorized herein, and

BE IT FURTHER RESOLVED, that the School District hereby authorizes its School Business Administrator or his/her designee on behalf of the School District to participate in cooperative bidding conducted by Nassau BOCES and if requested to furnish Nassau BOCES an estimated minimum number of units that will be purchased and such other documents and information which may be reasonably necessary or useful in conducting the Cooperative Bidding Program, and

BE IT FURTHER RESOLVED, that the School District agrees to assume its equitable share of the administrative costs of the cooperative bidding program and all of its obligations and responsibilities pursuant to any contract that may be awarded by Nassau BOCES on behalf of the School District.

 Superintendent of Schools Date

Port Jefferson UFSD

 School District Name