

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
BOARD MINUTES  
AUGUST 24, 2022

**Kind of Meeting:** Business Meeting  
**Place of Meeting:** Miller Place High School  
**Time of Meeting:** 8:00 P.M.

**Those Present:**

Board President:	Ms. Lisa Reitan
Board Vice President:	Mr. Bryan Makarius
Board Trustee:	Mr. Keith Frank
Board Trustee:	Ms. Johanna Testa
Superintendent:	Mr. Seth Lipshie
Assistant Superintendent	Ms. Susan Craddock
School Business Official	Ms. Colleen Card
Executive Director for Educational Services:	Ms. Sandy Wojnowski
Director Human Resources	Mr. Christopher Herrschaft
District Clerk:	Ms. Patricia Morbillo

**Those Absent:**

Board Trustee: Ms. Andrea Spaniolas

**PLEASE NOTE: THE MINUTES, AS WRITTEN, ARE SUBJECT TO CHANGE AND ARE NOT CONSIDERED AN OFFICIAL RECORD UNTIL THEY HAVE BEEN APPROVED BY THE BOARD OF EDUCATION AT THE SEPTEMBER 28, 2022, BUSINESS MEETING.**

**A. PUBLIC SESSION**

1. Ms. Reitan called the meeting to order at 8:06 P.M. Everyone stood to say the Pledge of Allegiance.
2. Ms. Reitan reviewed the Emergency Procedures.

**B. RECOGNITION**

1. Recognition of Veterans
2. Recognition of Media

**C. MESSAGES**

**1. Superintendent Message**

Mr. Lipshie started the meeting remembering two dedicated employees who recently passed away. He stated that the school District has lost two recently retired teachers.

Mr. Lipshie stated that Ms. Margaret “Peggy” Brennan passed away on August 10<sup>th</sup>. She was a Mt. Sinai resident and a retired Miller Place reading teacher. Peggy joined the District in 1998 and taught reading at Miller Place High School, North Country Road Middle School, and Andrew Muller Primary School. He said Peggy was always an advocate of her students and vested in their success.

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
BOARD MINUTES  
AUGUST 24, 2022

Mr. Lipshie stated that Ms. Catherine Danowski passed away yesterday. She was a 1976 graduate of Miller Place, Miller Place teacher and advisor for 35 years before retiring in 2020. He stated that Cathy was all things Miller Place and that if it was red, blue and had a panther connected to it, she was never far away. He asked for a moment of silence and reflection to remember both Peggy and Cathy.

Mr. Lipshie continued his remarks that August brings the start of school athletics. He stated that athletic practices started this past Monday and that the high school student-athlete turnout had more athletes on the field than in 2019-20 and 2020-21. He said that the annual 2022-23 Superintendent's Conference Day for all staff will be held next week on August 31, 2022 and that most importantly, students will be back in classrooms on September 1, 2022. He completed his remarks that this will include the 2022-23 senior class along with our newest generation of students in kindergarten as the class of 2036 enters AMPS.

**2. Board Members Message**

Ms. Reitan addressed the audience. She stated that it has been a long two years and we are finally returning to a normal school year. She noted that she was very excited for the faculty, staff, parents, and most of all the students to return to school. The District is moving forward with the Bond work at LADSBS. The teachers are finishing up last minute preparations in their classrooms. A new teacher trainer and a curriculum specialist replacement were hired to help improve the academic achievements of our students. She stated that some students in Grades 1-6 participated in a successful bridge program at AMPS. The AP and Honors summer projects were also completed this summer which included having various teachers available to students for guidance. Ms. Reitan stated that she had the opportunity to attend the newly hired teacher orientation and that the new teachers are excited and ready to start teaching. Ms. Reitan was happy to join the PTO in welcoming the kindergarteners during their orientation and that they were all excited about coming to school. Only a few tears were shed by Kindergarten parents and students. Ms. Reitan thanked the custodial, clerical, IT, security, and admin teams for working hard to prepare for the opening of school on Thursday, September 1, 2022. She stated that the 2022-23 is going to be an incredible school year and that the members of the Miller Place Board of Education are excited for it to begin.

**D. PUBLIC BE HEARD**

Comments are limited to 2 minutes per person and a total of 30 minutes **related to agenda items only**, state name, resident or non-resident. All comments are to be directed to the Board of Education.

One resident thanked everyone for a wonderful experience at Kindergarten orientation.

**E. CONSENT AGENDA – MINUTES**

**1. Minutes:**

This resolution is to approve the meeting minutes of the Board of Education.

**RECOMMENDED MOTION: “BE IT RESOLVED**, that the Board of Education of the Miller Place Union Free School District hereby accepts, as written, the minutes of the July 6, 2022 Organizational Meeting, July 6, 2022 Business Meeting - Executive Session, August 1, 2022

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
BOARD MINUTES  
AUGUST 24, 2022

Business Meeting – Executive Session, and August 16, 2022 Business Meeting - Executive Session.”

**F. CONSENT AGENDA - FINANCE/FACILITIES:**

**1. Acceptance of Revenue and Increasing the 2022-23 Expenditure/ Revenue Budgets – Driver’s Ed Program:**

Mr. Lipshie and Mrs. Card are requesting your approval of the resolution to accept the revenue from the Driver’s Education account of \$7,979.

**RECOMMENDED MOTION: “BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby acknowledges the revenue of \$7,979 from the Driver’s Ed account; and

**WHEREAS,** that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby accepts the revenue which will fund the expenditures from the Driver’s Ed account in the General Fund; and

**WHEREAS,** the 2022-23 budget of \$77,670,225 did not make provisions for the District to meet certain unanticipated expenses and provide a revenue source in the amount of \$7,979 for the above accepted revenue; and

**THEREFORE, BE IT RESOLVED,** that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves increasing the 2022-23 expenditure budget of \$77,670,225 by \$7,979 for these unanticipated obligations, thereby totaling the 2022-23 budget at \$77,678,204.

**FURTHERMORE, BE IT RESOLVED,** that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District approves increasing the 2022-23 miscellaneous revenue section of the overall revenue budget of \$77,670,225 by \$7,979 for these unanticipated revenues, thereby totaling the 2022-23 revenue budget at \$77,678,204; and

**FINALLY, BE IT RESOLVED,** that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District approves the Superintendent of Schools to expend the specific budget expenditure appropriation of \$7,979 to meet these certain unanticipated obligations.

**2. Final Shared Services Contract, Eastern Suffolk BOCES for 2021-22:**

Mr. Lipshie and Ms. Card are requesting your approval of the resolution to accept the Final Eastern Suffolk BOCES Shared Services Contract for the 2021-22 school year as required per Education Law.

**RECOMMENDED MOTION: “BE IT RESOLVED,** that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
BOARD MINUTES  
AUGUST 24, 2022

District hereby approves the Final Eastern Suffolk BOCES Shared Services Contract for the 2021-22 school year.”

**3. Eastern Suffolk BOCES Regional Summer Transportation Contract 2022:**

Mr. Lipshie and Ms. Card are requesting your approval of the resolution to approve the Eastern Suffolk BOCES Regional Summer Transportation Contract for 2022.

**RECOMMENDED MOTION:** “**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the Eastern Suffolk BOCES Regional Summer Transportation Contract for 2022 and furthermore authorizes the President of the Board of Education and Superintendent of Schools to sign such agreement.”

**4. Agreement – Altice 2022-23:**

Mr. Lipshie and Ms. Card are requesting your approval of the resolution to approve the Altice Student WIFI Service Agreement for the 2022-23 school year to provide certain internet services.

**RECOMMENDED MOTION:** “**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the Altice Student WIFI Service Agreement with Cablevision Lightpath, LLC for the 2022-23 school year and furthermore authorizes the President of the Board of Education to sign such agreement.”

**5. Obsolete Assets:**

Mr. Lipshie and Mrs. Card are requesting your approval of the resolution to declare the attached District owned asset list as obsolete and its possible sale, and/or disposal.

**RECOMMENDED MOTION:** “**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the District owned assets on the attached list as obsolete and its possible sale, and/or disposal.”

**6. Town of Brookhaven Waiver for Homecoming Parade:**

Mr. Lipshie and Mrs. Card are requesting your approval of the resolution to approve the waiver /liability release and hold harmless agreement for the Homecoming Parade on September 17, 2022.

**RECOMMENDED MOTION:** “**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby retroactively approves the waiver/liability release and hold harmless agreement with the Town of Brookhaven for the homecoming parade and furthermore authorizes the Board President to sign such waiver.”

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
BOARD MINUTES  
AUGUST 24, 2022

7. **Request for Proposal for Board Meeting Support:**

Mr. Lipshie and Mrs. Card are requesting your approval of the resolution to approve the Request for Proposal for board meeting support for the 2022-23 school year.

**RECOMMENDED MOTION:** “**BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools the Board of Education of the Miller Place Union Free School District accept the RFP from FPS Inc. and award at the rates listed above for RFP #23-08.”

**G. CONSENT AGENDA - PERSONNEL:**

**1. Personnel List:**

Mr. Lipshie and Mr. Herrschaft recommend and request your approval of the attached personnel list of August 24, 2022.

**RECOMMENDED MOTION:** “**BE IT RESOLVED**, that upon recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the attached Personnel List of August 24, 2022, as presented. For any probationary appointment for a class room teacher or building principal that except to the extent required by the applicable provisions of the Education Law, in order to be granted tenure the class room teacher or building principal shall have received composite or overall APPR ratings pursuant to Education Law §§3012-c and/or 3012-d of either E or H in at least three of the four preceding years and if the class room teacher or building principal receives an I composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at this time.”

**2. Appointment – Attendance Officer:**

Mr. Lipshie and Mr. Herrschaft are requesting your approval of the resolution to appoint the attendance officer for the AMPS building.

**RECOMMENDED MOTION:** “**BE IT RESOLVED**, that the Board of Education of the Miller Place Union Free School District hereby appoints the following employees as Attendance Officers for the 2022-23 school year: Grades K-2 Ryan Nelson, R.N.”

**3. Memorandum of Agreement with The Miller Place Operations Unit, CSEA, Inc. Local 1000 – Sick Bank for Employee No. 2809:**

Mr. Lipshie and Mr. Herrschaft are requesting your approval of the Memorandum of Agreement with the Miller Place Operations Unit, CSEA, Inc. Local 1000 for a sick bank for Employee No. 2809.

**RECOMMENDED MOTION:** “**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District approves the Memorandum of Agreement – Sick Bank for Employee No. 2809 with The Miller Place Operations Unit, CSEA, Inc. Local 1000, and furthermore authorizes the President of the Board of Education and the Superintendent of Schools to sign such agreement.”

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
BOARD MINUTES  
AUGUST 24, 2022

**H. CONSENT AGENDA - SPECIAL EDUCATION RECOMMENDATIONS:**

**1. CSE and CPSE Recommendations:**

Mr. Lipshie and Ms. Wojnowski are requesting your approval of the CSE and CPSE recommendations.

**RECOMMENDED MOTION: “BE IT RESOLVED,** that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby accepts the recommendations of the CSE’s and CPSE’s dated: CSE 5-04-22 OOD, CSE 6-21-22 OOD, CSE 6-23-22 OOD, CSE 7-6-22 DO, CSE 7-13-22, CSE 7-21-22, CSE 7-25-22 OOD, CSE 7-26-22 DO, CSE 8-9-22 DO, CSE 8-9-22 DO (2), CSE 8-9-22 DO (3), CS-CPSE 8-15-22 DO.”

**2. Contract – Parental Transportation Agreement/District Parent 2022-23:**

Mr. Lipshie and Mrs. Wojnowski are requesting your approval of the resolution to approve the attached contract with a district parent for transportation for the school year 2022-23 for student identification number 102465.

**RECOMMENDED MOTION: “BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District authorizes the transportation contract with a district parent from July 1, 2022 through June 30, 2023 for student identification number 102465 and furthermore authorizes the President of the Miller Place Union Free School District Board of Education to sign such agreement.”

**I. CONSENT AGENDA - CURRICULUM AND INSTRUCTION:**

**1. Textbook Obsolescence:**

Mr. Lipshie and Ms. Craddock are requesting your approval of the resolution to declare the attached lists of textbooks as obsolete and for its possible sale, and/or disposal.

**RECOMMENDED MOTION: “BE IT RESOLVED,** that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the attached lists of textbooks as obsolete and for its possible sale, and/or disposal.”

**J. CONSENT AGENDA – OTHER – None**

**K. CONSENT AGENDA - APPROVAL**

Ms. Reitan asked for a motion to accept the Consent Agenda as presented.

Mr. Frank moved, seconded by Mrs. Testa to accept the Consent Agenda as presented.

**Yes 4; No 0; Motion Carried**

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
BOARD MINUTES  
AUGUST 24, 2022

**L. REPORTS AND PRESENTATIONS** – None

**M. DISCUSSION**

Mr. Lipshie gave an update on the New York State Department of Health opening of schools guidelines for the 2022-2023 school year that were released on Monday, August 22, 2022. He noted that there will be no universal mask wearing, no covid testing of non-vaccinated staff, no contact tracing, and no reporting of positive cases to the state. He said that the letter with this information is posted on the District website.

**N. DISCUSSION AND ACTION**

**1. Miller Place District-Wide Comprehensive School Safety Plan:**

Mr. Lipshie and Mrs. Card are requesting your approval of the resolution to approve the District-Wide Comprehensive School Safety Plan for the 2022-23 school year. This plan is mandated by the NYSED in accordance with the Safe Schools Against Violence in Education (SAVE) legislation. This plan shows general procedures, programs, and curricula that the District has implemented to prevent or minimize the effects of serious incidents or emergencies.

**RECOMMENDED MOTION: “BE IT RESOLVED,** that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the 2022-23 District-Wide Comprehensive School Safety Plan.”

Mrs. Reitan asked for a motion to approve the District-Wide Comprehensive School Safety Plan as presented.

Mr. Frank moved, seconded by Ms. Testa to approve the District-Wide Comprehensive School Safety Plan as presented.

**Yes 4; No 0; Motion Carried**

**2. Assessed Value & Tax Levy:**

**RECOMMENDED MOTION: “BE IT RESOLVED,** that upon recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby accepts the assessed valuation of \$17,129,503 to establish the tax levy and the proposed revenue plan for the 2022-23 school year and;

**BE IT FURTHER RESOLVED,** that the tax levy for school purposes for 2022-23 will be established at \$49,852,450.”

Mrs. Reitan asked for a motion to approve the Assessed Value & Tax Levy as presented.

Mr. Frank moved, seconded by Ms. Testa to approve the Assessed Value & Tax Levy as presented.

**Yes 4; No 0; Motion Carried**

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
BOARD MINUTES  
AUGUST 24, 2022

**3. Funding of Reserve Funds Resolutions 2021-22:**

Mr. Lipshie and Mrs. Card are requesting that the resolutions be adopted regarding the funding of reserve funds from within the existing 2021-22 general fund budgetary appropriations for the fiscal year, ending June 30, 2022 and are requesting roll call votes:

**RECOMMENDED MOTION: “BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the funding of reserve funds as follows:

**Reserve for Unemployment**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the appropriation of funds of \$130,000 from within the existing 2021-22 general fund budgetary appropriations.

Mrs. Reitan noted that this resolution requires a roll call vote. She asked for a motion. Mr. Frank moved, seconded by Mrs. Testa. The resolution was duly put to a roll vote which resulted as follows:

<b>Roll Call Vote:</b>	<b>Yes</b>	<b>No</b>
Ms. Lisa Reitan, President	<u>  X  </u>	<u>      </u>
Mr. Bryan Makarius, Vice President	<u>  X  </u>	<u>      </u>
Mr. Keith Frank, Trustee	<u>  X  </u>	<u>      </u>
Mr. Andrea Spaniolas, Trustee	<u>  ABSENT  </u>	
Ms. Johanna Testa, Trustee	<u>  X  </u>	<u>      </u>

**Yes 4; No 0; Motion Carried**

**Reserve for Workers’ Compensation**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the appropriation of funds of \$250,000 from within the existing 2021-22 general fund budgetary appropriations.

Mrs. Reitan noted that this resolution requires a roll call vote. She asked for a motion. Mr. Frank moved, seconded by Mrs. Testa. The resolution was duly put to a roll vote which resulted as follows:

<b>Roll Call Vote:</b>	<b>Yes</b>	<b>No</b>
Ms. Lisa Reitan, President	<u>  X  </u>	<u>      </u>
Mr. Bryan Makarius, Vice President	<u>  X  </u>	<u>      </u>
Mr. Keith Frank, Trustee	<u>  X  </u>	<u>      </u>
Mr. Andrea Spaniolas, Trustee	<u>  ABSENT  </u>	
Ms. Johanna Testa, Trustee	<u>  X  </u>	<u>      </u>

**Yes 4; No 0; Motion Carried**



MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
BOARD MINUTES  
AUGUST 24, 2022

**Reserve for Employee Retirement Contribution**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the appropriation of funds of \$710,000 from within the existing 2021-22 general fund budgetary appropriations.

Mrs. Reitan noted that this resolution requires a roll call vote. She asked for a motion. Mr. Frank moved, seconded by Mrs. Testa. The resolution was duly put to a roll vote which resulted as follows:

<b>Roll Call Vote:</b>	<b>Yes</b>	<b>No</b>
Ms. Lisa Reitan, President	<u>X</u>	<u>      </u>
Mr. Bryan Makarius, Vice President	<u>X</u>	<u>      </u>
Mr. Keith Frank, Trustee	<u>X</u>	<u>      </u>
Mr. Andrea Spaniolas, Trustee	<u>ABSENT</u>	
Ms. Johanna Testa, Trustee	<u>X</u>	<u>      </u>

**Yes 4; No 0; Motion Carried**

**Reserve for Employee Benefit Accrued Liability**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the appropriation of funds of \$675,000 from within the existing 2021-22 general fund budgetary appropriations.

Mrs. Reitan noted that this resolution requires a roll call vote. She asked for a motion. Mr. Frank moved, seconded by Mrs. Testa. The resolution was duly put to a roll vote which resulted as follows:

<b>Roll Call Vote:</b>	<b>Yes</b>	<b>No</b>
Ms. Lisa Reitan, President	<u>X</u>	<u>      </u>
Mr. Bryan Makarius, Vice President	<u>X</u>	<u>      </u>
Mr. Keith Frank, Trustee	<u>X</u>	<u>      </u>
Mr. Andrea Spaniolas, Trustee	<u>ABSENT</u>	
Ms. Johanna Testa, Trustee	<u>X</u>	<u>      </u>

**Yes 4; No 0; Motion Carried**

**Reserve for Teachers' Retirement Contribution Reserve Sub-Fund**, that upon the recommendation of the Superintendent of Schools that the Board of Education of the Miller Place Union Free School District hereby approves the appropriation of funds of \$555,000 from within the existing 2021-22 general fund budgetary appropriations.

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
BOARD MINUTES  
AUGUST 24, 2022

Mrs. Reitan noted that this resolution requires a roll call vote. She asked for a motion. Mr. Frank moved, seconded by Mrs. Testa. The resolution was duly put to a roll vote which resulted as follows:

<b>Roll Call Vote:</b>	<b>Yes</b>	<b>No</b>
Ms. Lisa Reitan, President	<u>X</u>	<u>      </u>
Mr. Bryan Makarius, Vice President	<u>X</u>	<u>      </u>
Mr. Keith Frank, Trustee	<u>X</u>	<u>      </u>
Mr. Andrea Spaniolas, Trustee	<u>ABSENT</u>	
Ms. Johanna Testa, Trustee	<u>X</u>	<u>      </u>

**Yes 4; No 0; Motion Carried**

**O. BOARD POLICIES - First Time Reading – None**

**P. BOARD POLICIES – Review**

2341 Agenda Format

Ms. Reitan stated that the agenda format has been updated to reflect proposed changes in the policy and that the updated version will be adopted at next month’s board meeting.

**Q. BOARD POLICIES – Action – None**

**R. OTHER**

**S. PUBLIC BE HEARD**

Comments are limited to 2 minutes per person and a total of 30 minutes; state name, resident, or non-resident. All comments are to be directed to the Board of Education.

The public present addressed the Board of Education regarding the reserve resolutions. Ms. Card answered the question noting that the District utilized approximately \$1.5 million in reserves to fund budgetary costs for the 2021-22 school year and that the District is replenishing these reserve funds as of the 2021-22 school year for future usage.

**T. ADJOURNMENT OF MEETING**

Ms. Reitan asked for a motion to adjourn the meeting.

Mr. Makarius moved, seconded by Ms. Spaniolas to adjourn the meeting at 8:24 P.M.

Yes 4; No 0: Motion Carried

**Respectively submitted by Ms. Patricia A. Morbillo, District Clerk**