

MILLER PLACE UNION FREE SCHOOL DISTRICT
MILLER PLACE, NEW YORK
MINUTES
DECEMBER 12, 2018

Time of Meeting: 8:00 P.M.

Kind of Meeting: Business Meeting

Place of Meeting: Miller Place High School

Those Present:

Board President:	Mrs. Johanna Testa
Board Vice President:	Mr. Richard Panico
Board Trustee:	Mrs. Noelle Dunlop
Board Trustee:	Mr. Keith Frank
Board Trustee:	Mrs. Lisa Reitan
Superintendent of Schools:	Dr. Marianne Cartisano
Assistant Superintendent:	Mrs. Susan Hodun
School Business Official:	Mrs. Colleen Card
Executive Director for Educational Services:	Mrs. Sandra Wojnowski
District Clerk:	Mrs. Patricia Morbillo

Those Absent:

Deputy Superintendent: Mr. Seth Lipshie

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 JANUARY 23, 2019 BUSINESS MEETING.

Mrs. Testa called the meeting to order at 8:29 P.M. Mrs. Testa asked to proceed to the Public Be Heard portion of the meeting since the pledge and other acknowledgments were made prior to the start of the parent meeting to educate the public on the dangers of vaping that was held prior to the Board of Education meeting.

- I. SUPERINTENDENT'S MESSAGE - None**
- II. BOARD OF EDUCATION MEMBERS MESSAGE - None**
- III. RECOGNITION - None**
- IV. PUBLIC BE HEARD**

Miller Place High School Students, Zoe Bussewitz, Lori Beth Sussman, Jack Schiefer, Megan Rowburrey, and Larry Davis spoke and advocated for the District to offer an advance placement music theory class and presented the District Clerk with a petition. Ms. Dunlop and Mrs. Testa agreed that the students were eloquent and passionate about advocating for this music elective. Dr. Cartisano also spoke about the choices that are made by both the students and the District in running classes.

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V. **CONSENT AGENDA**

A. **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; November 14, 2018 Executive Session – Early; November 14, 2018 Business Meeting.”

B. **FINANCE/FACILITIES:**

1. **Treasurers Report:**

Enclosed is the Treasurers reports as submitted by Mr. Donald Pearce for the period ending October 31, 2018.

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 hereby accepts, as presented, the Treasurers Reports for the period ending October 31, 2018.”

2. **Financial Reports:**

Enclosed are the Financial Reports as submitted by Mrs. Darlene Levi for the period ending October 31, 2018.

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 hereby accepts, as presented, the Financial Reports, for the period ending October 31, 2018.”

3. **Extra Classroom Activity Report:**

Enclosed are the Extra Classroom Activity Report as submitted by Mrs. Carrie Sandt for the period ending October 31, 2018.

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 hereby accepts, as presented the Extra Classroom Activity Report for the period ending October 31, 2018.”

4. **Claims Auditor Report:**

Enclosed is the Claims Auditor Report as submitted by Mr. Richard Seidell, CPA for the period ending October 31, 2018.

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 hereby accepts, as presented, the Claims Auditor Report for the period ending October 31, 2018.”

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5. **Carmine's Contract:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following contract with Carmine's Restaurant for the Tri-M Club NYC field trip on April 3, 2019.

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 contract with Carmine's Restaurant for the Tri-M Club NYC field trip and furthermore authorizes the President of the Board of Education to sign such contract."

6. **Town of Brookhaven Regional Agreement for Salt, Sand, General Repairs and Other Services for January 1 to December 31, 2019:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following Regional Agreement with the Town of Brookhaven Highway Department for salt, sand, general repairs and other services on an as needed basis for January 1, 2019 to December 31, 2019.

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 Regional Agreement with the Town of Brookhaven Highway Department for salt, sand, general repairs, and other services on an as needed basis for January 1, 2019 to December 31, 2019 and furthermore authorizes the President of the Board of Education to sign such agreement."

7. **Tax Exemptions - Reaffirm:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to reaffirm that the tax exemptions adopted by prior Board of Educations are still in full force and effect. This resolution has been requested by the Town of Brookhaven as part of their ongoing State Comptroller audit.

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 reaffirms that the previously adopted tax exemptions listed below are still in full force and effect as follows:

- Tax Exemption for Volunteer Firefighters and Ambulance Workers – dated February 9, 2005
- Limited Income Disability Exemption – dated June 13, 2007
- Senior Citizen Exemption for Seniors – dated March 14, 2007
- Alternative Veterans Tax Exemption – dated October 29, 2014
- Gold Star Parents Tax Exemption – dated October 29, 2014."

8. **Donation – Miller Place PTO:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept a monetary donation from the Miller Place PTO in the amount of \$200.00 to contribute to the Miller Place Union Free School District Scholarship and Award fund.

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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 with gratitude the Miller Place PTO donation in the amount of \$200.00 to contribute to the Miller Place Union Free School District Scholarship and Award fund.”

9. Donation – Sean King Memorial :

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept a donation of \$10,000 for the Sean King Memorial Scholarship from money that was collected in a fundraiser held in his memory over the summer of 2018 by Jennifer Pawliczak and other alumni.

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 monetary donation of \$10,000 for the Sean King Memorial Scholarship from Jennifer Pawliczak.”

10. Obsolete Assets:

Dr. Cartisano and Mrs. Card are requesting your approval of the following 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.”

C. PERSONNEL:

1. Personnel List:

Dr. Cartisano and Mr. Lipshie recommend and request your approval of the attached personnel list of December 12, 2018.

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 December 12, 2018, 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.”

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2. **Stony Brook University Athletics Training Agreement:**

Dr. Cartisano and Mr. Lipshie are requesting your approval of the attached addendum to agreement for contract # HS-2517 to extend the agreement with Stony Brook University Athletics for student trainers for the time period of January 2, 2019 through January 2, 2020.

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 Addendum to Affiliation Agreement #HS-2517 with Stony Brook University Athletics, and furthermore authorizes the Board President to sign such agreement.”

3. **Employee Examination for Employee #2713:**

Dr. Cartisano and Mr. Lipshie are requesting your approval of the following resolution for employee #2713 named in Executive Session in the Section 913 Resolution.

RECOMMENDED MOTION: “BE IT RESOLVED that the Board of Education hereby appoints Dr. Randall Solomon as School Medical Inspector pursuant to Section 913 of the New York State Education Law in order to evaluate the fitness of the employee named in the attached confidential Schedule “A” to perform his/her duties; and

BE IT FURTHER RESOLVED that pursuant to Section 913 of the New York State Education Law, the Board of Education directs the employee named in the attached confidential Schedule “A” to appear for examination in the office of Dr. Randall Solomon at the dates and times to be scheduled.”

4. **Memorandum of Agreement with the Miller Place Teachers’ Association – Sick Bank for Employee No. 1291**

Dr. Cartisano and Mr. Lipshie are requesting your approval of the Memorandum of Agreement with the Miller Place Teachers’ Association for a sick bank for Employee No. 1291.

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. 1291 with The Miller Place Teachers’ Association, and furthermore authorizes the President of the Board of Education and the Superintendent of Schools to sign such agreement.”

D. **SPECIAL EDUCATION RECOMMENDATIONS:**

1. **CSE Recommendations:**

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following CSE recommendations.

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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 hereby accepts the following recommendations of the CSE’s dated:
CSE 10-9-18 MPHS; CSE 10-30-18 DO; CSE 11-9-18 DO; CSE 11-13-18 LADSBS; CSE 11-14-18 LADSBS; CSE 11-16-18 MPHS; CSE 11-19-18 LADSBS; CSE 11-23-18 MPHS; CSE 11-26-18 DO; CSE 11-26-18 LADSBS; CSE 11-27-18 MPHS; CSE 11-28-18 MPHS; CSE 12-3-18 DO; CSE 11-8-18 NCR; CSE 11-14-18 NCR.”

E. CURRICULUM AND INSTRUCTION - None

F. OTHER - None

Mrs. Testa thanked the organizations for their generous donations.

Mrs. Testa asked for a motion to accept the Consent Agenda as presented
Mr. Panico moved, seconded by Mrs. Reitan to accept the Consent Agenda as presented.

Yes 5; No 0; Motion Carried

VI. REPORTS AND PRESENTATIONS

A. MPHS Executive Council Student Representative Comments

Ms. Sarah Shaljian, Student Representative, Comments
Sarah gave an overview of the happenings at Miller Place High School. She stated that the winter concerts were being performed and the Tri-M music honor society induction was held. She also spoke regarding a student survey about other possible electives that the District may offer in future school years.

B. Board of Education Committees - None

VII. DISCUSSION AND ACTION

VIII. DISCUSSION

IX. BOARD POLICIES

A. First Time Reading:

Policy #5285	Concussion Management
Policy #5310.4	Public Conduct on School Property
Policy #5320	Student Conduct on School Buses
Policy #5320.R	Student Conduct on School Buses Regulation
Policy #6235	Use of District Funds for Political Expenditures
Policy #6236	Use of Federal Funds for Political Expenditures
Policy #6700	Purchasing
Policy #6700.R	Purchasing Regulation
Policy #6710	Principles of Purchasing
Policy #6720	Competitive Bids and Quotations

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Policy #6730 Contracts for Services Equipment and Materials
Policy #8410 Student Transportation
Policy #8411 School Bus Scheduling and Routing
Policy #8411.E Agreement to Provide Transportation on Private Roads
Policy #8411.R School Bus Scheduling and Routing Regulation
Policy #8413 Transportation for Non-Public School Students
Policy #8414.5 Alcohol and Drug Testing for Bus Drivers

Policy #8415 Idling of School Buses and Private Vehicles on School Grounds
Policy #8415.R Idling of School Buses and Private Vehicles on School Grounds Regulation
Policy #9120.1 Staff Conflict of Interest
Policy #9140.1 Employee Complaint Procedure
Policy #9140.1.R Employee Complaint Procedure Regulation

B. Review:

Policy #5020.3 Students with Disabilities Pursuant to Section 504

Policy to be Reviewed at a Future Board Meeting

Policy #2160 Code of Ethics

C. Action:

Policy #1050 Annual District Meeting
Policy #1120 School District Records
Policy #1120 F Application for Public Access to School District Records
Policy #1511 Posting or Distributing Flyers
Policy #1521/9600 Campaigning in Schools
Policy #1530/9530 No Smoking, Vaping, or Other Tobacco Use on School Premises (formerly: No Smoking on School Premises)
Policy #1800 Donations, Gifts and Grants to the District (formerly Gifts From The Public)
Policy #2120.1 Candidates and Campaigning
Policy #2120.2 Voting Procedures
Policy #2130 Poll Watchers Guide for the Annual Meeting
Policy #2170 Board Member Conflict of Interest
Policy #2360 Minutes
Policy #2410 Formulation, Adoption, and Amendment of Policies
Policy #2450 Policy Dissemination
Policy # 2451 Service of Process Upon the District for Subpoenas Duces Tecum Other Subpoenas and Legal Documents in General
Policy #2550 Compensation and Expenses-Board Members
Policy #4321 Programs for Students with Disabilities
Policy #4321.1 Allocation of Space for Special Education Programs and Services
Policy #4321.2 Preschool Special Education

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Policy #4321.4	Impartial Hearing Officer Appointment and Compensation
Policy #4321.5	Individualized Education Program Distribution
Policy #4773.2	Credentials for Students with Disabilities
Policy #5150	School Admissions
Policy #5150.E	School Admissions-Landlord's Affidavit of Occupancy
Policy #5150.E	School Admissions-Custodial Affidavit
Policy #5150.E	School Admissions-Parent Affidavit
Policy #5150.E	School Admissions-Affidavit of Emancipation
Policy #5150.E	School Admissions Affidavit to Substantiate Residency
Policy #9010.2	Sexual Harassment (formerly: Sexual Harassment of Employees)
Policy #9010.2 E1	Complaint Form for Reporting Sexual Harassment (formerly: Sexual Harassment of Employees Formal Complaint Form)
Policy #9010.2 E2	Sexual Harassment of Employees Complaint Appeal Form (policy will be deleted)
Policy #9010.2 R	Sexual Harassment Regulation (formerly: Sexual Harassment of Employees Regulation)

Discussion: Mrs. Dunlop had some questions about Policy #5020.3. This policy will remain in review and be discussed at the next Board meeting.

Mrs. Testa asked for a motion to approve the policies in action as presented.

Mr. Panico moved, seconded by Mr. Frank to approve the policies in action as presented.

Yes 5; No 0; Motion Carried

X. OTHER - None

XI. PUBLIC BE HEARD - None

XII. ADJOURNMENT OF MEETING

Mrs. Testa asked for a motion to adjourn the meeting to executive session to discuss a specific student and specific safety.

Mr. Panico moved, seconded by Mr. Frank to adjourn the meeting at 9:11 P.M. to go into executive session to discuss a specific student and specific safety.

Yes 5; No 0; Motion Carried

Respectively submitted by: Mrs. Patricia A. Morbillo, District Clerk