

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
MINUTES  
APRIL 17, 2019

**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 (Left at 8:09 P.M.; Returned 8:12 P.M.)
Board Trustee:	Mrs. Noelle Dunlop
Board Trustee:	Mr. Keith Frank (Arrived 8:56 P.M.)
Board Trustee:	Mrs. Lisa Reitan
Superintendent of Schools:	Dr. Marianne Cartisano
Deputy Superintendent:	Mr. Seth Lipshie
Assistant Superintendent:	Ms. Susan Craddock
School Business Official:	Mrs. Colleen Card
District Clerk:	Mrs. Patricia Morbillo

**Those Absent:**

Executive Director for Educational Services:	Mrs. Sandra Wojnowski
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**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 MAY 29, 2019 BUSINESS MEETING.**

Mrs. Testa called the meeting to order at 8:05 P.M. Mrs. Testa acknowledged the veterans that were in the audience. Mrs. Testa introduced Dr. Cartisano, Superintendent of Schools, to give her message.

**I. SUPERINTENDENT'S MESSAGE**

Over the past several months, there have been many student, parent and community events celebrating our school community.

On behalf of the Board and Administrative Staff, we would like to thank those involved in the success of our student events: Robotics Team completed in Troy and at Hofstra; District wide STEAM nights; Andrew Muller Primary School events including PARP Week, Art Show, PTO Peter Rabbit Event; Laddie A. Decker School Beach School events included Science Fair, Art Show, Spring into Reading for 3<sup>rd</sup> Graders; North Country Road Middle School events including Incoming 6<sup>th</sup> Grade Parent Meeting, Parent Washington DC Trip Information Meeting; and Miller Place High School events including Spring Musical Newsies, Sophomore Ring Day, Variety Show, Senior Prom Fashion Show, and the Junior Prom.

The District-wide spring athletic program is well into practice and game schedules and the spring music concert season has begun.

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On Monday night, SCOPE held a parent presentation introducing our new parent paid pre-school program for 4 year olds. Approximately 40 adults attended and as of last night, 23 students are registered for the program.

Upcoming events, once we return from spring break, please check the schools and District calendar for specifics, include: 3-8 Math Assessments, AP Exams, Secondary School's Art Show, Parent Orientations, Academic Award Nights, North Country Road Middle School Junior Panther Players drama production of Beauty and the Beast, and Field Days.

Upcoming Community Events include: Lax Out Cancer Community event is Saturday at Shoreham-Wading River High School, Miller Place PTO Flower Sale and Farmers Market, Friends of the Arts Ice Cream Social, and the Annual Joe Keany Memorial Run

Summer Camp Programs and Schedules have been shared with our community and information is available on the District website regarding: Drivers Education Program, Friend of the Arts Fine Arts Camps, MPAA Athletic Camps, Mad Science Camp, and LOTE Camps – with the support of our Miller Place PTO.

Several student and staff acknowledgments are noteworthy:

The NAMM Foundation has voted our school community, for the 4th year in a row, as one of the best in the nation for music education. We remain grateful to our students, faculty and parents for their continued support of all of our arts programs.

In athletics 56% of our winter varsity athletes earned scholar athlete status while 6 varsity teams earned scholar athlete team status with 75% of their roster averaging a 90% or better GPA.

At Laddie A. Decker Sound Beach School, they participated in the "Kids Heart Challenge". Their goal was to raise \$3,000 for the American Heart Association and we shattered that goal by raising a total of \$6,773.

As part of our commitment to community, the Central Office staff recently restocked the St. Louis De Monforte Food Pantry with over \$1,300 worth of food and sundry items.

I would like to take this opportunity to remind the community that the 2019-20 budget hearing will be on Tuesday, May 8, 2018 at 7:00pm, at the Miller Place High School and the budget vote date is May 21, 2019, 6am – 9pm at the North Country Road Middle School gymnasium.

Please note there have been several changes to our current year school calendar. Due to a public primary election, and our buildings being used as public polling places, for K-8 students, school will not be in session. The last day of school for this year will be Monday, June 24<sup>th</sup>.

As we did not need emergency weather days this year, school will not be in session on May 23<sup>rd</sup>, 24<sup>th</sup> or 28<sup>th</sup> as we will have an extended Memorial Day Holiday weekend.

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Finally, I would like to thank Mrs. Testa and Mrs. Dunlop who have submitted all of the required documents to run for reelection to our School Board. We appreciate the time and dedication being a school board trustee takes and are grateful for your service.

**II. BOARD MEMBERS MESSAGE**

Mrs. Testa welcomed the audience in attendance for the Board of Education meeting. Mrs. Testa thanked the Central Office staff for their commitment to the local community with their St. Louis De Monforte Food Pantry donation with over \$1,300 worth of food and sundry items. She noted that the staff does this each year for the community.

**III. RECOGNITION – None**

**IV. PUBLIC BE HEARD**

John Mari, Student

John addressed the Board and Administration on his desire for an AP Italian class to be offered. He has worked very hard on academics throughout his school education and would like to continue to achieve and learn as much as he can at Miller Place. Dr. Cartisano stated that courses are offered according to student interest and actual course requests that are able to be filled. She mentioned that he should speak to Mr. Slavin and Mr. White to discuss his options. Mrs. Dunlop suggested he explore the option of taking a course at Suffolk Community College to further his academics beyond what is offered by the District.

Mr. Shleisner, Resident

Mr. Shleisner asked some questions about the new parent paid SCOPE pre-school program that will begin in September at the Andrew Muller Primary School. He stated disappointment at the out-of-pocket costs and feels it should be funded by the District. Dr. Cartisano stated that the District does not qualify for universal Pre-K and that SCOPE offers assistance for those who have a need. Dr. Cartisano stated that the District focuses on all students, not just a specific segment.

Mrs. Eichler, Resident

Mrs. Eichler had some comments about the second baseball team at NCRMS that is funded by donations. She asked if the second team was in the budget for the 2019-20 school year as she said it was promised by the Board and Administration. Dr. Cartisano stated that no promises were made to fund a second middle school baseball team in the 2019-20 school year. Mrs. Eichler than said she meant was it considered to be added to the budget. Dr. Cartisano stated that the request for a second team was considered but not added to the 2019-20 budget. Mrs. Testa stated that decisions are made each budget year according to the availability of funds and competing priorities. The Board members said that they understand that you are advocating for this activity that you believe in. The Board has many people who request other activities that they believe should be funded each year in the budget and the Board has to balance all these competing requests.

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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 March 27, 2019 Executive Session – Early; March 27, 2019 Business Meeting; March 27, 2019 - Executive Session Late.”

B. **FINANCE/FACILITIES:**

1. **Donation –Rocky Point Lions Club:**

Dr. Cartisano and Mrs. Card are requesting approval of the following resolution accepting the donation of small spruce trees to be given to fourth grade students attending Laddie A. Decker Sound Beach School on April 29, 2019 in observance of National Arbor Day.

**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 donation of small spruce trees from the Rocky Point Lions Club.”

2. **Donation – American Heart Association:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept a donation from the American Heart Association of \$200.00 for the Laddie A. Decker Sound Beach School.

**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 \$200.00 donation from the American Heart Association in support of the students in the Laddie A. Decker Sound Beach School.”

3. **Donation – Senior Scholarships and Awards:**

Dr. Cartisano and Mr. White are requesting your approval of the following resolution to accept donations for the 2019 Senior Scholarships and Awards.

**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 following monetary donation of \$2,350.00 for the Miller Place School District 2019 Senior Scholarships and Awards Fund:

• Port Jefferson Dental Group, P.C.	\$1,000.00
• Miller Place Secretarial & Clerical Association	500.00
• Ralph’s Fishing Station, Inc.	100.00
• Miller Place Civic Association, Inc.	300.00
• Raymond and Mary Ann Sommerstad	100.00
• Miller Place Animal Hospital	200.00
• Manzoni Real Estate	50.00
• Women of the Moose Port Jefferson Chapter 901	50.00
• Times-Beacon-Record Newspapers	50.00.”

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**4. Eastern Suffolk BOCES Contract – Telephone and Internet:**

Dr. Cartisano and Mrs. Card are requesting your approval of the Internet and Phone Service Agreement with Eastern Suffolk BOCES from July 1, 2019 through June 30, 2022. This agreement provides internet and phone service for the District.

**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 Internet and Phone Service Agreement and furthermore authorizes the Board President and the Superintendent of Schools to sign such Agreement.”

**5. SCOPE Behavior Counselor License and Operating Agreement**

Dr. Cartisano and Mrs. Card are requesting your approval of the following SCOPE Education Services for Behavior Counselors Independent Consulting Agreement from July 1, 2019 to June 30, 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 SCOPE Education Independent Consulting agreement for Behavior Counselors and furthermore, authorizes the Board President to sign such agreement.”

**6. SCOPE Before and After School Services License and Operating Agreement:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following SCOPE Education Services License and Operating Agreement for Before and After School Care Services from July 1, 2019 to June 30, 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 SCOPE Education Services License and Operating Agreement for Before and After School Care services and furthermore, authorizes the Board President to sign such agreement.”

**7. SCOPE Pre-School Services License and Operating Agreement:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following SCOPE Education Services License and Operating Agreement for a Pre-school Program for pre-school age children from July 1, 2019 to June 30, 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 SCOPE Education Services License and Operating Agreement for Preschool services and furthermore, authorizes the Board President to sign such agreement.”

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**8. The Miller Place Drama Club Thespian Dinner Contract:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following contract with Old Field Club, East Setauket, for the Thespian Dinner on June 13, 2019.

**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 following contract with Old Field Club, East Setauket, for the Thespian Dinner on June 13, 2019, and furthermore authorizes the President of the Board of Education to sign such agreement.”

**9. Internal Auditors Reports for 2018-19:**

Dr. Cartisano and Mrs. Card are requesting your acceptance of the following resolution to approve the 2018-19 Internal Audit Reports from our internal auditors, Nawrocki Smith, LLP.

**RECOMMENDED MOTION:** “**BE IT RESOLVED**, that the Board of Education of the Miller Place Union Free School District hereby approves the following Internal Audit Reports:

- Internal Audit Status Report – April 10, 2019
- Report on the Internal Controls of the Grants Cycle
- District Response for the Report on the Internal Controls of the Grants Cycle
- Key Control – Bank Reconciliations and Treasurer’s Reports
- Key Control – Cash Receipts
- Key Control – Superintendent’s Attendance
- Key Control – Superintendent’s Expense Reimbursements.”

**10. Budget Vote Workers:**

Dr. Cartisano and Mrs. Card recommends and requests your approval of the following additional budget vote workers for the Miller Place Union Free School Budget Vote & Trustee Election on Tuesday, May 21, 2019.

**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: Mary Lou Cash, Myriam Crino, and Rosario Barry as budget vote workers.”

**11. July 2019 Organizational Meeting Date Change:**

Dr. Cartisano is requesting your approval of the following resolution to change the 2019-20 Organization Meeting date from July 9, 2019 at 8:00 p.m. to July 2, 2019 at 6:00 P.M.

**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 change the 2019-20 Organization Meeting date from July 9, 2019 at 8:00 p.m. to July 2, 2019 at 6:00 P.M.”

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**12. Property Tax Report Card:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to be in compliance with Educational Law section 2023, which references the budget process, and requires the Board of Education to develop a Property Tax Report Card form. The forms are now required to be translated into English and Spanish.

**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 Property Tax Report Card (English and Spanish) associated with the adopted 2019-20 fiscal year budget which may be amended if necessary. The Board further directs the School Business Official to transmit the approved Property Tax Report Card to the New York State Education Department on April 18, 2019 and to the District’s official newspapers by April 22, 2019.”

**13. Agreement – Munistat Services, Inc.:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to utilize the services of Munistat Services Inc. for the re-financing process for the Bond Refunding of the 2010 Space Bond Project

**RECOMMENDED MOTION: “BE IT RESOLVED,** that the Board of Education of the Miller Place Union Free School District hereby approves the agreement with Munistat Services, Inc. for the Bond Refunding of the 2010 Space Bond Project and furthermore authorizes the President of the Board of Education to sign the enclosed agreement.”

**C. PERSONNEL:**

**1. Personnel List:**

Dr. Cartisano and Mr. Lipshie recommend and request your approval of the attached personnel list of April 17, 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 attached Personnel List of April 17, 2019, 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.”

**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 MPHS 3-4-19; CSE DO 3-18-19; CSE DO 3-18-19(2); CSE LADSBS 3-20-19; CSE LADSBS 3-20-19 (2); CSE DO 3-26-19; CSE MPHS 4-3-19; CSE NCR 4-2-19.”

**2. Contract with Da Vinci Education Center:**

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following resolution to approve the attached contract with the Da Vinci Education Center for Special Educational Services for student identification numbers 600040345; 102525; 600040281 from July 1, 2019 through June 30, 2020.

**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 authorizes the contract with the Da Vinci Education Center for Special Educational Services for student identification numbers 600040345; 102525; 600040281; 101245 from July 1, 2019 through June 30, 2020, and furthermore authorizes the President of the Miller Place Union Free School District Board of Education to sign such agreement.”

**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 Mr. Frank to accept the Consent Agenda as presented.

**Yes 5; No 0; Motion Carried**

**VI. REPORTS AND PRESENTATIONS**

**A. MPHS Executive Council Student Representative Comments**

Sarah Shaljian, Student Representative, was not present due to other commitments.

**B. Board of Education Committees**

Mrs. Testa gave an overview of the Health and Safety Committee Meeting held on April 9, 2019. She stated that Mr. Warsaw updated the Committee on the arrival procedures of students at NCRMS which has received favorable feedback from the staff. Some of the other subjects that were discussed were the replacement of the MPHS fuel tank and the MPHS back asphalt parking lot. The replacement of the LADSBS hallway and cafeteria ceilings and lights. The replacement of tiles in two classrooms over spring vacation break and the installation of additional playground equipment on the upper playground at AMPS.

**VII. DISCUSSION AND ACTION - None**



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**VIII. DISCUSSION – None**

**IX. BOARD POLICIES**

**A. First Time Reading:**

Policy 1420	Public Complaints about Curricula or Instructional Material –
Policy 1420.F	Request for Reconsideration of a Work
Policy 1420.R	Public Complaints about Curricula or Instructional Material Regulation

**B. Review:**

Policy #2160	Code of Ethics
Policy #3000	Administrative Goals
Policy #3120	Duties of the Superintendent
Policy #3121	Evaluation of Superintendent
Policy #4334.2	Course Credit by Examination
Policy #4513	Library Materials Selection
Policy #4526	Computer Network Acceptable Use & Internet Safety
Policy #4526.1	Employee Computer Network Acceptable Use Internet Safety
Policy #4526.1.F	Employee Computer Network Acceptable Use Internet Safety Form
Policy #4526.E.1	Computer Network for Education Exhibit Sample Parent Letter
Policy #4526.E.2	Computer Network for Education Exhibit Student Agreement
Policy #4526.R	Computer Network for Education Regulation
Policy #5030	Prayer in the Schools
Policy #5500	Student Records
Policy #5500.R	Student Records Regulation
Policy #5520	Student Privacy
Policy #7000	Public Use of School Facilities
Policy #7000.E.1	Public Use of Facilities Agreement
Policy #7000.E.2.	Application for Public Use of School Facilities
Policy #8417	Copyright Law Compliance
Policy #8417.F	Copyright Law Publication Release Form
Policy #TBD	Family and Medical Leave
Policy #TBD	Family and Medical Leave Regulation

**C. Action:**

Policy #5280.2	Student Athletics – Head Trauma (policy being deleted)
Policy #6700	Purchasing
Policy #6700.R	Purchasing Regulation
Policy #6710	Principles of Purchasing
Policy #6720	Competitive Bids and Quotations
Policy #6730	Contracts for Services Equipment and Materials

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**Discussion:** Mrs. Testa asked about Policy #5280.2 that was being deleted. Mr. Lipshie stated that all of the information is covered under Policy #5285 Concussion Management.

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. OLD BUSINESS – None**

**XI. NEW BUSINESS – None**

**XII. OTHER – None**

**XIII. PUBLIC BE HEARD – None**

**XIV. ADJOURNMENT OF MEETING**

Mrs. Testa asked for a motion to adjourn the meeting to executive session for matters concerning specific staff and specific legal.

Mr. Panico moved, seconded by Mr. Frank to adjourn the meeting at 9:06 P.M. to go into executive session for matters concerning specific staff and specific legal.

**Yes 5; No 0; Motion Carried**

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