

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
MINUTES  
JULY 2, 2019

**Time of Meeting:** 6:30 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:	Mr. Keith Frank
Board Trustee:	Mrs. Lisa Reitan
Superintendent of Schools:	Dr. Marianne Cartisano
Deputy Superintendent:	Mr. Seth Lipshie
School Business Official:	Mrs. Colleen Card
Executive Director for Educational Services:	Mrs. Sandra Wojnowski
District Clerk:	Mrs. Patricia Morbillo

**Those Absent:**

Board Trustee:	Mrs. Noelle Dunlop
Assistant Superintendent:	Ms. Susan Craddock

**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 AUGUST 28, 2019 BUSINESS MEETING.**

Mrs. Testa called the meeting to order at 6:30 P.M. She thanked the Board of Education members for nominating her as President of the Board of Education.

- I. SUPERINTENDENT’S MESSAGE – None**
- II. BOARD MEMBERS MESSAGE – None**
- III. RECOGNITION – None**
- IV. PUBLIC BE HEARD – None**
- 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 June 12, 2019 Executive Session-Early; June 12, 2019 Business Meeting; June 12, 2019 Executive Session-Late.”

**B. FINANCE/FACILITIES:**

**1. Treasurers Report:**

Enclosed is the Treasurers Reports as submitted by Mr. Donald Pearce for the period ending May 31, 2019.

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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, as presented, the Treasurers Reports for the period ending May 31, 2019.”

**2. Financial Reports:**

Enclosed are the Financial Reports as submitted by Mrs. Darlene Levi for the period ending May 31, 2019.

**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 May 31, 2019.”

**3. Extra Classroom Activity Reports:**

Enclosed are the Extra Classroom Activity Reports as submitted by Mrs. Carrie Sandt for the period ending May 31, 2019.

**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 Reports for the period ending May 31, 2019.”

**4. Claims Auditor Report:**

Enclosed is the Claims Auditor Report as submitted by Mr. Richard Seidell, CPA for the period ending May 31, 2019.

**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 May 31, 2019.”

**5. Stony Brook University Facilities Use Contract: :**

Dr. Cartisano and Mrs. Card are requesting your acceptance of the following resolution to acknowledge the Stony Brook University Facilities Use Contract for the Miller Place High School 2019 Graduation Ceremony.

**RECOMMENDED MOTION: “BE IT RESOLVED,** that upon the recommendation of the Superintendent of Schools, that the Miller Place Board of Education hereby acknowledges the Stony Brook University Facilities Use Contract for the Miller Place High School 2019 Graduation Ceremony that the Board of Education President previously signed.”

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6. **District Transportation Contract Extension 2019-20:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to approve the transportation contract extension for small buses and matrons with First Student for the 2019-2020 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 hereby approves the First Student contract for transportation for small buses and matrons for 2019-20 school year and furthermore authorizes the President of the Board of Education and Superintendent of Schools to sign such agreement.”

7. **District Transportation Contract Extension 2019-20 Field Trips:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to approve transportation for field trips for the 2019-20 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 hereby approves the First Student contract for transportation for field trips for the 2019-20 school year, and furthermore authorizes the President of the Board of Education to sign such agreement.”

8. **Transportation - 2019-20 Performance Bond:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept the First Student request to waive the submission of a performance bond for the 2019-20 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 hereby approves the First Student request to waive the submission of a performance bond for the 2019-20 school year, with the condition that at any time during the year the District may reverse such decision and First Student will need to submit a performance bond to the District within ten days.”

9. **Contract – D.J. Tommy’s Tunes, Inc.:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following contract with D.J. Tommy’s Tunes, Inc. for the Miller Place High School Senior Prom on Thursday, June 25, 2020.

**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 D.J. Tommy’s Tunes, Inc. for the Miller Place High School Senior Prom on Thursday, June 25, 2020 and furthermore authorizes the President of the Board of Education to sign such agreement.”

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10. **Donations – Senior Scholarships and Awards:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept donations for the Senior Scholarships and Awards Fund:

**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 \$500.00 for the Miller Place School District Senior Scholarships and Awards Fund:

- Sound Beach Music Inc. \$500.00

C. **PERSONNEL:**

1. **Personnel List:**

Dr. Cartisano and Mr. Lipshie recommend and request your approval of the attached personnel list of July 2, 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 July 2, 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.”

2. **Authorization – Superintendent of Schools to Change Part-time Clerical Rate:**

Dr. Cartisano and Mr. Lipshie are requesting your acceptance of the following resolution to change the pay rate for starting part-time secretarial and clerical union employees from \$12.77 per hour to \$13.00 per hour to meet the required NYS minimum wage regulations effective December 31, 2019.

**RECOMMENDED MOTION: "BE IT RESOLVED,** that the Board of Education of the Miller Place Union Free School District hereby authorizes the Superintendent to change pay rate for starting part-time secretarial and clerical union employees from \$12.77 per hour to \$13.00 per hour to meet the required NYS minimum wage regulations effective December 31, 2019.”

3. **Memorandum of Agreement with The Miller Place Teachers’ Association for Employee No. 1657 :**

Dr. Cartisano and Mr. Lipshie are requesting your approval of the Memorandum of Agreement with the Miller Place Teachers’ Association for Employee No. 1657.

**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 with the Miller Place Teachers’

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Association for Employee No. 1657 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.

**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 3-1-19; CSE AMPS 3-6-19; CSE AMPS 3-7-19; CSE AMPS 3-8-19; CSE AMPS 3-11-19; CSE AMPS 3-12-19; CSE AMPS 3-13-19; CSE AMPS 3-15-19; CSE AMPS 3-21-19; CSE AMPS 3-27-19; CSE AMPS 3-28-19; CSE AMPS 4-29-19; CSE AMPS 5-7-19; CSE Center Moriches 5-13-19; CSE DO 2-4-19; CSE DO 2-5-19; CSE DO 2-6-19; CSE DO 2-7-19; CSE DO 2-12-19; CSE DO 2-13-19; CSE DO 3-18-19; CSE DO 3-25-19; CSE DO 3-26-19; CSE DO 3-27-19 (1); CSE DO 4-1-19(2); CSE DO 4-1-19; CSE DO 4-17-19; CSE DO 4-18-19; CSE DO 5-2-19; CSE DO 5-3-19; CSE DO 5-13-19; CSE DO 5-15-19; CSE DO 5-16-19; CSE DO 5-17-19; CSE DO 5-29-19; CSE MPHS 6-12-19; CSE LADSBS 3-19-19 ; CSE LADSBS 5-17-19; CSE LADSBS 5-30-19(2); CSE LADSBS 2-11-19; CSE LADSBS 2-12-19(2); CSE LADSBS 2-12-19; CSE LADSBS 2-13-19; CSE LADSBS 2-14-19(2); CSE LADSBS 2-14-19; CSE LADSBS 2-15-19(2); CSE LADSBS 2-15-19; CSE LADSBS 2-26-19; CSE LADSBS 2-27-19; CSE LADSBS 2-28-19; CSE LADSBS 3-1-19; CSE LADSBS 3-18-19; CSE LADSBS 3-25-19; CSE LADSBS 4-5-19; CSE LADSBS 4-17-19; CSE LADSBS 5-9-19(2); CSE LADSBS 5-9-19; CSE LADSBS 5-10-19; CSE LADSBS 5-14-19; CSE LADSBS 5-22-19; CSE LADSBS 5-30-19(1); CSE LADSBS 6-5-19; CSE LADSBS 6-10-19; CSE MPHS 2-13-19; CSE MPHS 2-25-19; CSE MPHS 2-26-19; CSE MPHS 2-27-19; CSE MPHS 2-28-19; CSE LADSBS 6-5-19; CSE LADSBS 6-10-19; CSE MPHS 2-13-19; CSE MPHS 2-25-19; CSE MPHS 2-26-19; CSE MPHS 2-27-19; CSE MPHS 2-28-19; CSE MPHS 3-4-19(2); CSE MPHS 3-4-19; CSE MPHS 3-5-19; CSE MPHS 3-8-19; CSE MPHS 3-20-19; CSE MPHS 3-22-19; CSE MPHS 4-10-19; CSE MPHS 4-16-19; CSE MPHS 5-7-19; CSE MPHS 5-9-19; CSE MPHS 5-17-19; CSE MPHS 5-31-19(2); CSE MPHS 5-31-19; CSE MPHS 6-14-19; CSE NCR 2-4-19; CSE NCR 2-5-19; CSE NCR 2-6-19; CSE NCR 2-7-19; CSE NCR 2-8-19; CSE NCR 2-11-19; CSE NCR 2-13-19; CSE NCR 2-14-19; CSE NCR 2-15-19; CSE NCR 3-11-19; CSE NCR 3-12-19; CSE NCR 4-2-19; CSE NCR 5-22-19; CSE NCR 6-7-19.”

**2. Approval-Miller Place Special Education Two Year District Plan for Years 2019-2021:**

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following resolution to accept the Miller Place Special Education Two Year District Plan for the years 2019-2021.

**RECOMMENDED MOTION: “BE IT RESOLVED,** that the Board of Education of the Miller Place Union Free School District hereby approve the Miller Place Special Education Two Year District Plan and authorizes the Board President to sign the attached plan.”

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3. **Contract – Anderson Center for Autism 2018-19:**

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following resolution to approve the attached contract with Anderson Center for Autism for special education services for student identification number 100858 for the school year from March 26, 2019 through June 30, 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 accepts the attached contract for special education services with Anderson Center for Autism for special education services for student identification number 100858 for the school year from March 26, 2019 through June 30, 2019 and furthermore authorizes the President of the Miller Place Union Free School District Board of Education to sign such agreement and Superintendent of Schools to sign such agreement.”

4. **Contract – Anderson Center for Autism 2019-20:**

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following resolution to approve the attached contract with Anderson Center for Autism for special education services for student identification number 100858 for the school year from July 1, 2019 through 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 accepts the attached contract for special education services with Anderson Center for Autism for special education services for student identification number 100858 for the school year 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 and Superintendent of Schools to sign such agreement.”

5. **Contract – Center Moriches UFSD Summer Program:**

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following Special Education Instructional Services Summer Contracts with Center Moriches UFSD, for the dates of service July 2, 2019 to August 10, 2019 for student identification numbers 102903; 102617; 600040460; 600040362.

**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 contracts with Center Moriches UFSD for Special Educational Services from July 2, 2019 to August 10, 2019 for student identification numbers 102903; 102617; 600040460; 600040362 and furthermore authorizes the President of the Miller Place Union Free School District Board of Education and Superintendent of Schools to sign such agreements.”

6. **Contract – Center Moriches UFSD 2019-20:**

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following Special Education Instructional Services Contracts with Center Moriches UFSD, for the 2019-20

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school year from September 1, 2019 through June 30, 2020 for student identification numbers 102903; 102617; 600040460; 600040362.

**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 contracts with Center Moriches UFSD for Special Educational Services for the 2019-20 school year from September 1, 2019 through June 30, 2020 for student identification numbers 102903; 102617; 600040460; 600040362 and furthermore authorizes the President of the Miller Place Union Free School District Board of Education and Superintendent of Schools to sign such agreements.”

7. **Contract – Three Village Central School District 2019-20 Summer Program:**

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following Special Education Instructional Services Contract with Three Village Central School District for student identification numbers 102746; 101714; for the period July 1, 2019 through August 9, 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 authorizes the contract with Three Village Central School District for Special Educational Services for student identification numbers 102746; 101714; for the period July 1, 2019 through August 9, 2019 and furthermore authorizes the President of the Miller Place Union Free School District Board of Education to sign such agreement.”

**E. CURRICULUM AND INSTRUCTION:**

1. **Elementary Response to Intervention (RtI) Plan:**

Dr. Cartisano and Ms. Craddock are requesting your approval of the following resolution to approve the Response to Intervention (RtI) Plan.

**RECOMMENDED MOTION: “BE IT RESOLVED,** that it is the Board of Education of the Miller Place Union Free School District hereby approves the Response to Intervention (RTI) Plan for 2019-20 school year as presented.”

2. **Professional Development Plan (PDP):**

Dr. Cartisano and Ms. Craddock recommends and requests your approval of the enclosed Professional Development Plan for the 2019-20 school year.

**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 Professional Development Plan for the 2019-20 school year as presented.”

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3. **Annual Professional Performance Review Plan (APPR):**

Dr. Cartisano and Ms. Craddock are requesting your approval of the following resolution to approve the Annual Professional Performance Review Plan for the 2019-20 school year.

**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 Annual Professional Performance Review (APPR) Plan pursuant to Education Law 3012-d and Subpart 30-3 of the Rules of the Board of Regents, and authorizes execution by the Superintendent of Schools and President of the Board of Education of any and all required APPR plan documents and/or certifications for submission to the State Education Department for the 2019-20 school year.”

4. **Chemical Hygiene Plan:**

Dr. Cartisano and Ms. Craddock are requesting your approval of the following resolution to approve the Chemical Hygiene Plan.

**RECOMMENDED MOTION: “BE IT RESOLVED**, that it is the Board of Education of the Miller Place Union Free School District hereby approves the Chemical Hygiene Plan for 2019-20 school year as presented and furthermore authorizes the President of the Miller Place Union Free School District Board of Education to sign such plan, if necessary.”

5. **Shared Decision Making Plan:**

Dr. Cartisano and Ms. Craddock are requesting your approval of the following resolution to approve the Shared Decision Making Plan.

**RECOMMENDED MOTION: “BE IT RESOLVED**, that it is the Board of Education of the Miller Place Union Free School District hereby approves the Shared Decision Making Plan for 2019-2021 years as presented.”

F. **OTHER** - None

Mrs. Testa read the donors names and thanked them for their generous donations to the Miller Place School District.

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 4; No 0; Motion Carried**

VI. **REPORTS AND PRESENTATIONS**

A. **MPHS Student Representative Comments – None**

B. **Board of Education Committees – None**



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**VII. DISCUSSION AND ACTION – None**

**VIII. DISCUSSION**

**A. 2019-21 Board of Education and Superintendent Goals**

The Board discussed and asked several questions regarding the goals for the Board and Superintendent. Dr. Cartisano stated that the goals were for two school years and would be posted on the District website under the Board of Education and Superintendent sections.

**IX. BOARD POLICIES**

**A. First Time Reading: None**

**B. Review:**

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
Policy #4513	Library Materials Selection

**C. Action:**

Policy #3121	Evaluation of Superintendent
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The Board discussed the board policies on the agenda for review and action.

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 4; No 0; Motion Carried**

**X. OTHER - None**

**XI. PUBLIC BE HEARD**

**XII. ADJOURNMENT OF MEETING**

Mrs. Testa asked for a motion to adjourn the meeting to move into Executive Session for matters concerning specific personnel, specific students and specific contractual items.

Mr. Panico moved, seconded by Mr. Frank to move into Executive Session for matters concerning specific personnel, specific students and specific contractual items at 6:40 P.M.

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

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