

MILLER PLACE UNION FREE SCHOOL DISTRICT
MILLER PLACE, NEW YORK
MINUTES
AUGUST 28, 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
Board Trustee:	Mrs. Noelle Dunlop
Board Trustee:	Mr. Keith Frank
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
Executive Director for Educational Services:	Mrs. Sandra Wojnowski
District Clerk:	Mrs. Patricia Morbillo

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 25, 2019 BUSINESS MEETING.

Mrs. Testa called the meeting to order at 8:15 P.M. Mrs. Testa acknowledged the veterans that were in the audience. Mrs. Testa introduced Dr. Cartisano, Superintendent of Schools, to present her message.

I. SUPERINTENDENT'S MESSAGE

Dr. Cartisano stated that the District is prepared for the official opening of the 2019-20 school year. The summer graduation newsletter and district calendar have been posted on the District website. School summer mailing containing various building level information have been mailed and student orientations have taken place over the past two weeks within our schools. The student schedules, teacher assignments and bus schedules have been issued via School Tool. Several capital projects have been completed including the High School asbestos abatement and fuel tank replacement, Laddie A. Decker Sound Beach School hallway ceiling and lighting replacement, and at Andrew Muller Primary School the two-classroom addition for our new SCOPE parent paid Pre-K program. Building maintenance and technology projects are ongoing with the major projects expected to be done within the next few days and, tomorrow is the return of staff for our Superintendent's Conference Day. Earlier today, Board of Education members toured our District facilities and were able to see first-hand the success of many of our facilities maintenance and capital projects. She reminded the audience that the first day of school for students is Tuesday, September 3rd. She wished everyone a restful upcoming Labor Day holiday weekend, and a healthy and smooth start to the new school year.

II. BOARD MEMBERS MESSAGE - None

III. RECOGNITION – None

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IV. PUBLIC BE HEARD

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 July 2, 2019 Executive Session – Early; July 2, 2019 Organizational Meeting; July 2, 2019 Business Meeting; July 2, 2019 Executive Session – Late; July 24, 2019 Executive/Business Meeting; July 29, 2019 Executive/Business Meeting; August 12, 2019 Executive/Business Meeting.”

B. FINANCE/FACILITIES:

1. 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 \$43,000. These funds would be used in support of the students in the District as follows:

- Andrew Muller Primary School \$ 10,000.00
- Laddie A. Decker Sound Beach School \$ 10,000.00
- North Country Road Middle School \$ 10,000.00
- Miller Place High School \$ 10,000.00
- Special Education Department \$ 3,000.00.”

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 Miller Place PTO donation in the amount of \$43,000.00 for the 2019-20 school year.”

2. Acceptance of Donation and Increasing the 2019-20 Expenditure/ Revenue Budgets:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept the donations of:

- Tri-M Music Honor Society - \$1,683.45 donated from the Tri-M Club Account
- Driver’s Education - \$4,393.13 donated from the Driver’s Education Account.

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 donation of \$6,076.58 from above listed group’s accounts; and

WHEREAS; that upon the recommendation of the Superintendent of Schools the Board of Education of the Miller Place Union Free School District hereby accepts the donations which will fund the expenditures for the above listed groups in the General Fund; and

WHEREAS, the 2019-20 budget of \$73,958,607.00 did not make provisions for the District to meet certain unanticipated expenses and provide a revenue source in the amount of \$6,076.58 for the above accepted donations; and

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THEREFORE, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Miller Place Union Free School District approves increasing the 2019-20 expenditure budget of \$73,958,607.00 by \$6,076.58 for these unanticipated obligations, thereby totaling the 2019-20 budget at \$73,964,683.58; and

FURTHERMORE, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Miller Place Union Free School District approves increasing the 2019-20 miscellaneous revenue section of the overall revenue budget of \$73,958,607.00 by \$6,076.58 for these unanticipated revenues, thereby totaling the 2019-20 revenue budget at \$73,964,683.58; and

FINALLY, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, 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 \$6,076.58 to meet these certain unanticipated obligations.”

3. Shared Services Contract, Eastern Suffolk BOCES 2018-19:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept the final Eastern Suffolk BOCES Shared Services Contract for the 2018-19 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 final Eastern Suffolk BOCES Shared Services Contract for the 2018-19 school year.”

4. Agreement – Matrix Entertainment:

Dr. Cartisano and Mrs. Card are requesting your approval of the following Agreement with Matrix Entertainment for the Save-A-Life Tour on Thursday, October 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 Agreement with Matrix Entertainment for the Save-A-Life Tour distracted driver presentation on Thursday, October 3, 2019 and furthermore authorizes the President of the Board of Education to sign such agreement.”

5. Appointment – Claims Auditor:

Dr. Cartisano and Mrs. Card are requesting your approval of the following agreement with Macdonald & Rand, LLP to appoint as the new claims audit firm.

RECOMMENDED MOTION: “**BE IT RESOLVED**, that the Board of Education of the Miller Place Union Free School District hereby appoints the firm of Macdonald & Rand, LLP as the District Claims Auditor for the period of September 1, 2019 through June 30, 2020 at a prorated fee of \$16,000.”

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6. Establish – Food Service Cash Draw Accounts:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to establish the petty cash account for the food service program.

RECOMMENDED MOTION: "BE IT RESOLVED, that the Board of Education of the Miller Place Union Free School District hereby establishes and directs the School Business Official, Mrs. Colleen V. Card to arrange for the food service cash draw accounts for the 2019-20 fiscal year to issue to the Food Service Coordinator \$400."

C. PERSONNEL:

1. Personnel List:

Dr. Cartisano and Mr. Lipshie recommend and request your approval of the attached personnel list of August 28, 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 August 28, 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. Amendment - Superintendent of Schools to Pay for Physical Examinations:

Dr. Cartisano and Mr. Lipshie recommend and request your approval to amend the 2019-20 Authorization of Superintendent of Schools to Pay for Physical Examinations Resolution to read "a minimum of \$200 per hour (unless the number of physicals at \$7 per physical exceeds the \$200, they would be paid the higher amount)."

RECOMMENDED MOTION: "BE IT RESOLVED, that the Board of Education of the Miller Place Union Free School District hereby authorizes the Superintendent of Schools, Dr. Marianne F. Cartisano, or her designee to pay a minimum of \$200 per hour (unless the number of physicals at \$7 per physical exceeds the \$200, they would be paid the higher amount), for physical examinations required by State Law and Board Policy and sports physicals performed on school campuses for the 2019-20 fiscal year."

3. Amend Appointment – Dignity for All Students Act (DASA) Coordinator:

Dr. Cartisano and Mr. Lipshie recommend and request your approval to amend the DASA appointment for the LADSBS school due to a staffing change.

RECOMMENDED MOTION: "BE IT RESOLVED, that the Board of Education of the Miller Place Union Free School District hereby appoints the following employee as Dignity for All Students Act Coordinator for the 2019-20 school year:

Grades 3-5 Mr. Christopher Herrschaft."

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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 AMPS 6-11-19; CSE AMPS 6-19-19; CSE DO 6-12-19; CSE DO 7-8-19; CSE LADSBS 6-24-19; CSE MPHS 5-16-19; CSE-504 DO 7-9-19; CSE-504 DO 7-18-19."

2. Appointment – Committee on Special Education:

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following individuals to the Committee on Special Education for the 2019-20 school year.

RECOMMENDED MOTION: "BE IT RESOLVED, that the Board of Education of the Miller Place Union Free School District hereby appoints the following individuals to the Committee on Special Education for the 2019-20 school year:

Chairperson: Jamie Mistretta

Sub-Chairperson: Jamie Mistretta

504 Committee Chairperson: Liz Giblin."

3. Cross Contract with East Moriches Union Free School District 2019-20:

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following resolution to approve the attached Cross Contract with East Moriches Union Free School District for Special Educational Services for school year 2019-20 for student identification number 600040411.

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 East Moriches School District for Special Educational Services for the 2019-20 school year September 1, 2019 through June 30, 2020 for student identification number 600040411 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

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Mrs. Testa thanked the Miller Place PTO for their generous donation to the Miller Place School District.

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

The new Student Representative, Andrew Friedman was present and gave his thoughts on being the new Student Representative. Andrew stated that he spoke at orientation to the incoming freshman and welcomed them to the High School. He stated it was nice to help them navigate through the High School and answer their questions to make their first day of high school successful and memorable.

VII. DISCUSSION AND ACTION

A. Assessed Value & Tax Levy:

Dr. Cartisano and Mrs. Card are requesting that the following resolution be adopted to accept the assessed valuation, establish the tax levy and proposed revenue plan for the 2019-20 school year.

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 \$17,209,970 to establish the tax levy and the proposed revenue plan for the 2019-20 school year and;

BE IT FURTHER RESOLVED, that the tax levy for school purposes for 2019-20 will be established at \$46,928,588.”

Mrs. Testa asked for a motion to approve the resolution as presented.
Mr. Panico moved, seconded by Mr. Frank to approve the resolution as presented.

Yes 5; No 0; Motion Carried

B. Funding of Reserve Funds Resolutions 2018-19:

Dr. Cartisano and Mrs. Card are requesting that the following resolutions be adopted regarding the funding of reserve funds from within the existing 2018-19 general fund budgetary appropriations for the fiscal year, ending June 30, 2019 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:

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1. **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 from within the existing 2018-19 general fund budgetary appropriations.

Ms. Testa requested that the **Reserve for Unemployment** motion be removed from the agenda.

2. **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 from within the existing 2018-19 general fund budgetary appropriations.

Ms. Testa requested that **Reserve for Workers' Compensation** motion be removed from the agenda.

3. **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 within the existing 2018-19 general fund budgetary appropriations.

Ms. Testa requested that Reserve for **Reserve for Employee Retirement Contribution** motion be removed from the agenda.

4. **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 \$300,000 from within the existing 2018-19 general fund budgetary appropriations.

Mrs. Testa asked for a motion to approve the resolution as presented.

Mr. Panico moved, seconded by Mr. Frank and duly put to a roll call vote which resulted as follows:

<u>Roll Call Vote:</u>	<u>Yes</u>	<u>No</u>
Mrs. Johanna Testa, President	<u>X</u>	<u> </u>
Mr. Richard Panico, Vice President	<u>X</u>	<u> </u>
Mrs. Noelle Dunlop, Trustee	<u>X</u>	<u> </u>
Mr. Keith J. Frank, Trustee	<u>X</u>	<u> </u>
Mrs. Lisa Reitan, Trustee	<u>X</u>	<u> </u>

Yes 5; No 0; Motion Carried

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5. **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 \$500,000 from within the existing 2018-19 general fund budgetary appropriations.”

Mrs. Testa asked for a motion to approve the resolution as presented.

Mr. Panico moved, seconded by Mrs. Reitan and duly put to a roll call vote which resulted as follows:

<u>Roll Call Vote:</u>	<u>Yes</u>	<u>No</u>
Mrs. Johanna Testa, President	X	
Mr. Richard Panico, Vice President	X	
Mrs. Noelle Dunlop, Trustee	X	
Mr. Keith J. Frank, Trustee	X	
Mrs. Lisa Reitan, Trustee	X	

Yes 5; No 0; Motion Carried

VIII. DISCUSSION

A. Use of Vaping Devices

The Board of Education discussed the use of vaping devices and the impact on students in our school. The Board requested the Health and Safety Committee and the Wellness Committee add this to the Committee agendas for further discussion. The discussion was related to the prevention and education of the dangers and health risks of the vaping devices and the possibility of installing sensors in school bathrooms.

IX. BOARD POLICIES

A. First Time Reading: None

B. Review: None

C. Action:

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

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

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

Yes 5; No 0; Motion Carried

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X. OTHER

A. Cloud Based Learning Environment

Ms. Craddock reviewed the 2019-20 Cloud-based Learning Environment pilot program at the Miller Place High School and handed out a draft memo for the Board's review and further discussion. The program will be run in the teacher's classrooms who volunteered for the pilot program in the 2019-20 school year.

XI. PUBLIC BE HEARD - None

XII. ADJOURNMENT OF MEETING

Mrs. Testa asked for a motion to adjourn the meeting at 8:33 P.M.

Mr. Panico moved, seconded by Mrs. Reitan to adjourn the meeting at 8:33 P.M.

Yes 5; No 0; Motion Carried

Respectively submitted by: Patricia A. Morbillo, District Clerk