

MILLER PLACE UNION FREE SCHOOL DISTRICT
MILLER PLACE, NEW YORK
MINUTES
JULY 7, 2021

Kind of Meeting: Business Meeting (Immediately following the organizational meeting)
Place of Meeting: Miller Place High School
Time: 6:38 P.M.

Those Present:

Board President:	Mrs. Johanna Testa
Board Vice President:	Mrs. Lisa Reitan
Board Trustee:	Mr. Bryan Makarius
Board Trustee :	Mr. Richard Panico
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

Those Absent:

Board Trustee: Mr. Keith Frank

Invitees:

School Attorney: Mr. Eric Levine

- I. SUPERINTENDENT'S MESSAGE – None
- II. BOARD MEMBERS MESSAGE – None
- III. PUBLIC BE HEARD (FOR AGENDA ITEMS ONLY) – None
- IV. 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 16, 2021 Executive Session and June 16, 2021 Business Meeting.”

B. FINANCE/FACILITIES:

1. Treasurers Reports:

Enclosed are the Treasurers Reports as submitted by Mr. Donald Pearce for the period ending May 31, 2021.

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, 2021.”

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2. Financial Reports:

Enclosed are the Financial Reports as submitted by Mrs. Darlene Levi for the period ending May 31, 2021.

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, 2021.”

3. Extra Classroom Activity Reports:

Enclosed are the Extra Classroom Activity Reports as submitted by Mrs. Carrie Sandt for the period ending May 31, 2021.

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, 2021.”

4. Claims Auditor Report:

Enclosed is the Claims Auditor Report as submitted by MacDonald & Rand LLP - Certified Public Accountants for the period ending May 31, 2021.

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, 2021.”

5. District Transportation Contract Extension 2021-22 Large Buses:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to approve the transportation contract extension for large bus services with First Student for the 2021-2022 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 large bus services for 2021-22 school year and furthermore authorizes the President of the Board of Education and Superintendent of Schools to sign such agreement.”

6. District Transportation Contract Extension 2021-22 Small Buses & Matrons:

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 2021-2022 school year.

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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 approves the First Student contract for transportation for small buses and matrons for 2021-22 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 2021-22 Field Trips:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to approve transportation for field trips for the 2021-22 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 2021-22 school year, and furthermore authorizes the President of the Board of Education to sign such agreement.”

8. District Transportation Performance Bond 2021-22:

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 2021-22 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 2021-22 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. School Lunch Prices – Food Service:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to establish the adult meal prices for Food Service as per the attached memorandum as required by NYSED Child Nutrition for the 2021-2022 school year and future years.

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 establishes the adult meal prices for Food Service per the attached memorandum as required by NYSED Child Nutrition for the 2021-2022 school and future years.”

10. Donation – Ahold Delhaize USA (Stop & Shop A+ School Rewards Program):

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept the monetary donation of \$3,482.01 from Ahold Delhaize USA to the Miller Place Union Free School District to be used in support of the students in the District.

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

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District hereby accepts the following monetary donation of \$3,482.01 from Ahold Delhaize USA to be used in support of the students in the District as follows:

• Andrew Muller Primary School	\$1,204.93
• Laddie A. Decker Sound Beach School	1,243.02
• North Country Road Middle School	1,231.70
• Miller Place High School	2,277.08.”

11. Donation – Senior Scholarships and Awards:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept donations for 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 scholarship donation of \$1,500.00 for the MPHS Senior Scholarships and Awards Accounts from the Miller Place High School Student Government account.”

12. Contract – Food Service Management Contract:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept the attached emergency food service management contract for the 2021-2022 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 approves the attached emergency Food Service Management Contract with Aramark Educational Services, LLC and furthermore authorizes the President of the Miller Place Union Free School District Board of Education to sign such agreement.”

C. PERSONNEL:

1. Personnel List:

Dr. Cartisano and Mr. Lipshie recommend and request your approval of the attached personnel list of July 1, 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 attached Personnel List of July 1, 2020, 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. **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 \$14.00 per hour to \$15.00 per hour to meet the required NYS minimum wage regulations effective December 31, 2021.

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 \$14.00 per hour to \$15.00 per hour to meet the required NYS minimum wage regulations effective December 31, 2021."

D. **SPECIAL EDUCATION RECOMMENDATIONS:**

1. **CSE and CPSE Recommendations:**

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following CSE and CPSE 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 and CPSE's dated: CPSE 4-12-21 DO; CSE 3-15-2 AMPS; CPSE 4-13-21 DO; CSE 3-16-21 OOD; CPSE 4-14-21 DO; CSE 3-18-21 LADDIE; CPSE 4-16-21 AMPS; CSE 3-19-21 AMPS; CPSE 5-6-21 AMPS; CSE 3-22-21 LADDIE; CPSE 6-2-21 DO; CSE 3-23-21 AMPS; CPSE-CSE 4-15-21 AMPS; CSE 3-25-21 LADDIE; CPSE-CSE 5-3-21 AMPS; CSE 4-7-21 LADDIE; CPSE-CSE 5-4-21 AMPS; CSE 4-8-21 AMPS; CPSE-CSE 5-5-21 AMPS (2); CSE 4-16-21 AMPS (2); CPSE-CSE 5-5-21 AMPS; CSE 4-16-21 AMPS; CPSE-CSE 6-7-21 AMPS; CSE 4-19-21 NCR; CSE 2-4-21 AMPS; CSE 4-26-21 AMPS; CSE 2-23-21 AMPS; CSE 5-14-21 AMPS; CSE 2-24-21 AMPS; CSE 5-21-21 AMPS; CSE 2-25-21 AMPS; CSE 6-1-21 LADDIE; CSE 2-26-21 AMPS; CSE 6-11-21 AMPS; CSE 3-2-21 LADDIE; CSE 6-11-21 MPHS; CSE 3-2-21 MPHS; CSE 6-16-21 OOD; CSE 3-3-21 MPHS; CSE 6-17-21 OOD (1); CSE 3-5-21 MPHS; CSE 6-17-21 OOD."

2. **Approval – Miller Place Special Education Two Year District Plan-Years 2021-2023:**

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 2021-2023.

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."

3. **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 6, 2021 to August 13, 2021 for student identification numbers 102617 and 600040460.

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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 authorizes the contracts with Center Moriches UFSD for Special Educational Services from July 6, 2021 to August 13, 2021 for student identification numbers 102617 and 600040460 and furthermore authorizes the President of the Miller Place Union Free School District Board of Education and Superintendent of Schools to sign such agreements.”

4. Contract – Three Village CSD Summer Program:

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following Special Education Instructional Services Summer Contracts with Three Village CSD, for the dates of service July 6, 2021 to August 13, 2021 for student identification numbers 102233 and 101714.

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 Three Village CSD for Special Educational Services from July 6, 2021 to August 13, 2021 for student identification numbers 102233 and 101714 and furthermore authorizes the President of the Miller Place Union Free School District Board of Education and Superintendent of Schools to sign such agreements.”

5. Contracts – East Moriches UFSD Summer Program:

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following Special Education Instructional Services Summer Contracts with East Moriches UFSD, for the dates of service July 1, 2021 to August 31, 2021 for student identification numbers 102903, 600041592, and 600041731.

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 East Moriches UFSD for Special Educational Services from July 1, 2021 to August 31, 2021 for student identification numbers 102903, 600041592, and 600041731 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. Contracts – East Moriches UFSD School Year Program:

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following Special Education Instructional Services School Year Contracts with East Moriches UFSD, for the dates of service September 1, 2021 to June 30, 2022 for student identification numbers 102903, 600041592, and 600041731.

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 East Moriches UFSD for Special Educational Services the School Year from September 1, 2021 to June 30, 2022 for student identification numbers 102903, 600041592, and 600041731 and furthermore authorizes the President of the Miller Place Union Free School District Board of Education and Superintendent of Schools to sign such agreements.”

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E. CURRICULUM AND INSTRUCTION:

1. Textbook Obsolescence:

Dr. Cartisano and Ms. Craddock are requesting your approval of the following resolution to declare the attached list 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 list of textbooks as obsolete and for its possible sale, and/or disposal.”

2. Professional Development Plan (PDP):

Dr. Cartisano and Ms. Craddock recommends and requests your approval of the enclosed Professional Development Plan for the 2021-22 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 2021-20 school year as presented and furthermore authorizes the President of the Miller Place Union Free School District Board of Education to sign such plan.”

3. 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 2021-22 school years as presented and furthermore authorizes the President of the Miller Place Union Free School District Board of Education to sign such plan, if necessary.”

4. Annual Professional Performance Review Plan:

Dr. Cartisano and Mrs. Craddock are requesting your approval of the following resolution to approve the Annual Professional Performance Review Plan.

RECOMMENDED MOTION: “BE IT RESOLVED, that it is the Board of Education of the Miller Place Union Free School District hereby approves the Annual Professional Performance Review for the 2021-22 school year as presented.”

5. Comprehensive School Counseling Plan:

Dr. Cartisano and Mrs. Craddock are requesting your approval of the following resolution to approve the School Counseling Plan.

RECOMMENDED MOTION: “BE IT RESOLVED, that it is the Board of Education of the Miller Place Union Free School District hereby approves the School Counseling Plan for the 2021-22 school year as presented.”

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6. Physical Education Plan:

Dr. Cartisano and Mrs. Craddock are requesting your approval of the following resolution to approve the Physical Education Plan.

RECOMMENDED MOTION: “BE IT RESOLVED, that it is the Board of Education of the Miller Place Union Free School District hereby approves the Physical Education Plan for the 2021-22 school year as presented.”

7. 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 2021-22 school year as presented.”

8. Shared Decision Making Plan:

Dr. Cartisano and Mrs. 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 the 2021-23 school years as presented.”

Mrs. Testa read the donor’s 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 Mrs. Reitan to accept the Consent Agenda as presented.

Yes 4; No 0; Motion Carried

V. REPORTS AND PRESENTATIONS

A. District-Wide Comprehensive School Safety Plan Public Hearing

The District is required each year to review the District-wide Comprehensive School Safety Plan at a Public Hearing and this meeting will fulfill this requirement. Mrs. Testa asked Mrs. Card to give an overview of the plan.

Mrs. Card stated that 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. This plan also facilitates the coordination of the District with local, county, state, and federal agencies in the event that an incident or emergency does occur. She noted that the draft plan is posted on the district's website under the Facilities Department tab.

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Mrs. Card reminded the Board that the District-Wide Comprehensive School Safety Plan would be presented to the Board of Education for their approval at the August board meeting.

VI. DISCUSSION AND ACTION

A. Miller Place Federal Grants Funding Plan:

Dr. Cartisano is requesting your approval of the Miller Place UFSD Federal Grants Plan for the 2021-23 school years.

RECOMMENDED MOTION: “**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves Miller Place UFSD Federal Grants Funding Plan for the 2021-23 school years.”

Mrs. Testa stated this plan is for the additional federal grant money that the District received and the plan is posted on the District website under the Business Office Department – school funding section.

Mrs. Testa asked for a motion to approve the Miller Place Federal Grants Funding Plan. Mr. Panico moved, seconded by Mr. Makarius to approve the resolution as presented.

Yes 4; No 0; Motion Carried

B. Request for Proposal Award #22-18-Universal Pre-K Program and Contract:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to award the Request for Proposal (RFP) for a Universal Pre-K Program #22-18 for the 2021-22 school year as per the proposal and approve the related agreement.

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 awards the Universal Pre-K Program Request for Proposal (RFP) #22-18 as per the proposal results for the 2021-22 school year, approved the related agreement, and hereby authorizes the Board of Education President to sign the agreement.”

Mrs. Testa asked for more detailed information about the Universal Pre-K (UPK) contract. Dr. Cartisano and Mrs. Craddock both discussed the UPK program. They noted that this is currently a one-year pilot program as the District received funding this year for the first time. **This federal funding of \$243,000 can only be used for the UPK program and is for one year only.** The District does not know if we will again receive funding in future years. There are 45 free UPK spots which will be assigned via a lottery system to students who enter the lottery. The current half day program will not be running now in order to offer this program to District four-year students. Some costs that are not covered by the federal grant are nursing, custodial, security, food, and space. The District will absorb these costs as we already have these services during the time the program will be offered. The program will not have transportation provided and parents will be expected to pick-up and drop-off students for this program. Dr. Cartisano stated there are many caveats with the 21-22 UPK program and that parents need to understand this is for one year only.

