

MILLER PLACE UNION FREE SCHOOL DISTRICT  
MILLER PLACE, NEW YORK  
MINUTES  
JANUARY 31, 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
Deputy Superintendent:	Mr. Seth Lipshie
Assistant Superintendent:	Mrs. Susan Hodun
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 FEBRUARY 28, 2018 BUSINESS MEETING.**

Mrs. Testa called the meeting to order at 8:00 P.M. Mrs. Testa acknowledged the veterans that were in the audience. There was no media in the audience. Everyone rose to say the Pledge of Allegiance then Mrs. Testa introduced Dr. Cartisano, Superintendent of Schools, to present her message.

**I. SUPERINTENDENT'S MESSAGE**

Since this is the first time we are meeting publicly since the holidays, I would like to wish everyone a Happy New Year.

On behalf of the Board of Education and the Administrative staff, we congratulate all of our students and faculty who participated in our Districtwide winter concert series. It is exciting to watch our youngest 5<sup>th</sup> grade musicians performing in their first public concert, and just as exciting to watch our select High School groups perform.

Thank you to all our students, staff and community organizations who supported our community during the holiday season with various food, clothing and toy donations. Our collective efforts improved the lives of many families in our school district.

As you are aware, January 2018 has been designated STEAM month in our District. Later in the evening, Mrs. Hodun will report to the Board the amazing events that our K - 12 students had the opportunity to participate in with and without their parents.

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Miller Place High School offered two parent workshops over the past month:

- ✓ 11<sup>th</sup> Grade College and Post High School Planning
- ✓ 2018 Incoming 9<sup>th</sup> Grade Orientation

There have been several Character Education and family events at Laddie A. Decker Sound Beach School including:

- a. Service Club is sponsoring a collection of goods and materials for the Long Island Chapter of Habitat for Humanity
- b. Family Fun Night was held on Friday, January 12, 2018 for our 4<sup>th</sup> graders and their families.
- c. The Blue Project features Jared Campbell who uses song and music to combat bullying, and focuses on the power of positive relationships.
- d. The “Jackie Robinson” student assembly was held on Tuesday, January 16, 2018, which offered as part of our Character Education Program discussing diversity, acceptance and kindness.
- e. The HUGS stuffed toy collection began this week and will continue through Valentine’s Day to benefit the Pediatric Unit at St. Charles Hospital.
- f. The planning of “Start with Hello” week has been completed and is scheduled for February 5 – 9, 2018.

At the High School, the spring 2018 Driver’s Education Program has begun and continues to have the maximum number of students registered and 32 students are currently attending.

Information regarding the spring 2018 The I-STEM Collaborative with Stony Brook University and Rocky Point School District is now available.

Andrew Muller Primary School and Laddie A. Decker Sound Beach School student clubs have begun. Information is available by contacting each school’s Main Office.

Next week is the High School Foreign Language National Honor Society Induction Ceremony. We always look forward to this award ceremony which is coordinated by our LOTE students.

For those that are already making plans for summer, the Miller Place Friends of the Arts 2018 Fine Arts Camp schedule is available.

**II. BOARD OF EDUCATION MEMBERS MESSAGE – No Public Comment**

**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.

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**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 December 13, 2017 Executive Session – Early; December 13, 2017 Business Meeting; December 13, 2017 Executive Session – Late.”

**B. FINANCE/FACILITIES:**

**1. Treasurers Reports:**

Enclosed are the Treasurers reports as submitted by Mr. Donald Pearce for the periods ending November 30, 2017 and December 31, 2017.

**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 periods ending November 30, 2017 and December 31, 2017.”

**2. Financial Reports:**

Enclosed are the Financial Reports as submitted by Mrs. Darlene Levi for the periods ending November 30, 2017 and December 31, 2017.

**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 periods ending November 30, 2017 and December 31, 2017.”

**3. Extra Classroom Activity Reports:**

Enclosed are the Extra Classroom Activity Reports as submitted by Mrs. Carrie Sandt for the periods ending November 30, 2017 and December 31, 2017.

**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 periods ending November 30, 2017 and December 31, 2017.”

**4. Claims Auditor Reports:**

Enclosed are the Claims Auditor Reports as submitted by Mr. Richard Seidell, CPA for the periods ending November 30, 2017 and December 31, 2017.

**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 Reports for the periods ending November 30, 2017 and December 31, 2017.”

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5. **Absolute Auctions & Realty, Inc. Contract:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following contract with Absolute Auctions & Realty, Inc. for auction services to dispose of excessed equipment as another alternative to eBay.

**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 contract with Absolute Auctions & Realty, Inc. for auction services to dispose of excessed equipment and furthermore, authorizes the Board President to sign such agreement.”

6. **Music Theatre International’s Musical Contract:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to approve the Music Theatre International’s Musical Contract for the North Country Road Middle School Drama Club production.

**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 Music Theatre International’s Musical Contract for the North Country Road Middle School Drama Club performance - Spring 2018, and furthermore authorizes the President of the Board of Education to sign such agreement.”

7. **Donation – General Mills Box Tops for Education:**

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to accept a donation of \$282.50 from General Mills, through its Box Tops for Education Program. These funds will be used in support of the students in the Andrew Muller Primary School.

**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 monetary donation of \$282.50 from General Mills Box Tops for Education.”

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

Dr. Cartisano and Mr. White are requesting your approval of the following resolution to accept donations for the 2018 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 monetary donation of \$250.00 for the Miller Place School District Senior Scholarships and Awards Fund.”

- Munistat Services, Inc. \$ 250.00

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**9. Donation – Faithfull Family Scholarship:**

Mr. and Mrs. Faithfull would like to establish a scholarship in memory of their son, Joshua. We are requesting your approval of the following resolution to create a new scholarship “Faithfull Family Scholarship” and accept the following monetary donation of \$400 for the Faithfull Family Scholarship.

**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 creates a new scholarship “Joshua Faithfull Memorial Scholarship” and accepts the monetary donation of \$400 from Joseph and Gabrielle Faithfull for the Joshua Faithfull Memorial Scholarship.”

**10. Apportionment of Building Aid Applications:**

Dr. Cartisano and Mrs. Card are requesting approval of the following resolution to approve the apportionment of Building Aid Applications.

**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 and approves the following:

1. The enclosed Application for Apportionment of Building Aid Summary
2. The Applications for Apportionment of Building Aid, and
3. For the District Architect to file such documents with the State Education Department allowing for the Commissioner’s issuance of Certificates of Apportionment.”

**C. PERSONNEL:**

**1. Personnel List:**

Dr. Cartisano and Mr. Lipshie recommend and request your approval of the attached personnel list of January 31, 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 January 31, 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.”

**2. Memorandum of Agreement with The Miller Place Teachers’ Association – Class Coverage:**

Dr. Cartisano and Mr. Lipshie are requesting your approval of The Miller Place Teachers’ Association Memorandum of Agreement – Class Coverage amending the rate of pay from \$.70 per minute to \$.95 per minute.

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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 approves The Miller Place Teachers’ Association Memorandum of Agreement – Class Coverage amending the rate of pay from \$ .70 per minute to \$ .95 per minute.”

**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: CSE MPHS 11-29-17; CSE DO 12-01-17; CSE LADSBS 12-12-17; CSE MPHS 12-12-17; CSE DO 12-13-17; CSE LADSBS 12-14-17; CPSE DO 12-15-17; CSE DO 12-15-17 CSE NCRMS 1-8-18; CSE LADSBS 1-16-18; CSE MPHS 11-16-17 CSE AMPS 12-20-17 CSE LADSBS 12-21-17;”

**2. Contract with Comsewogue School District:**

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following Special Education Instructional Services Contract with Comsewogue School District from November 13, 2017 through June 30, 2018 for student identification number 600041281.

**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 Comsewogue School District for Special Educational Services from November 13, 2017 through June 30, 2018 for student identification number 600041281 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 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**

Jake Angelo gave the following overview for the High School events as follows:

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The Foreign Language Honor Society will be holding their induction ceremony on February 6, 2018. The Drama Club held their 2<sup>nd</sup> Annual Chili Cook-off. A large crowd attended the Suicide awareness Basketball game on January 18<sup>th</sup>. He stated it was a lot of fun with Mr. Sztabnik leading the students to do Duke cheers; unfortunately, Miller Place lost the game. The Student Government is having variety show auditions on from March 26<sup>th</sup> through March 28<sup>th</sup> and they are selling Valentine's Day chocolates and cards while the FBLA is selling flowers. The students are planning a fundraiser for St. Patrick's Day.

**B. Board of Education Committees**

**Health and Safety Committee**

Mr. Panico gave an overview of the Health and Safety Committee meeting. He stated the solar panels were the main subject of the meeting. The MPHS is running live on solar power. The AMPS solar panel shutdown and hookup to PSEG was delayed due to cold weather and snow. This was rescheduled and the service testing is expected to take approximately two weeks. NCRMS and LADSBS wiring is being completed. Some other areas of discussion: student drop off by the MPHS gym in the morning; the updated LADSBS PA system; early dismissal drills for students; snow removal procedures and broken branches removal at NCRMS. Mrs. Testa asked if the lighting by the NCRMS gymnasium entrance could be updated to provide more general lighting.

**Research Committee**

Mrs. Reitan gave an overview of the Research Committee meeting. She stated that there were different things going on in each building and how they connect to each other. She stated that Mrs. Hodun gave links to various websites so that the committee members can review what other organizations are undertaking in relation to research skills. Research is about the different information available and ways to present this information. The importance of research activities being age and grade appropriate.

**VII. DISCUSSION AND ACTION**

**A. Memorandum of Agreement with The Miller Place Administrators' Association- July 1, 2018 to June 30, 2021:**

Dr. Cartisano and Mr. Lipshie are requesting your approval of the following resolution to approve the Miller Place Administrators' Association Agreement.

**RECOMMENDED MOTION:** "BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education approves the Memorandum of Agreement with the Miller Place Administrators' Association for July 1, 2018 to June 30, 2021, and furthermore authorizes the Board President of the Miller Place Union Free School District and the Superintendent of Schools to sign such agreement."

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:

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	Yes	No
Johanna Testa, President	<u>  X  </u>	_____
Richard Panico, Vice President	<u>  X  </u>	_____
Noelle Dunlop, Trustee	<u>  X  </u>	_____
Keith Frank, Trustee	<u>  X  </u>	_____
Lisa Reitan, Trustee	<u>  X  </u>	_____

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

**B. SEQRA Resolution – Proposed for Building and Site Improvements at the Miller Place High School:**

State Environment Quality Review  
Notice of Determination of Non-Significance

**RECOMMENDED MOTION:** “WHEREAS, the Board of Education of the **Miller Place Union Free School District** is the lead agency under the State Environmental Quality Review Process for the purpose of required determinations respecting the proposed Capital Improvement Projects as follows:

**Miller Place High School: Asbestos abatement and U/G fuel tank reconstruction**

**WHEREAS**, in 1995, amendments were made to the SEQRA Regulation (Part 617) to classify projects, which will be excluded from the requirements for the preparation of an Environmental Impact Statement (Type II Actions). The project mentioned above is now classified as Type II Actions as determined by 6NYCRR§617.5 and

**WHEREAS**, the project falls under the following categories:

- A. Routine Maintenance and Repair 6NYCRR§617.5 (c)(1): Maintenance or repair involving no substantial change in an existing facility.
- B. Replace or Rehabilitation 6NYCRR§617.5 (c)(2): replacement or rehabilitation or reconstruction of a structure of facility, in kind, on the same site, unless the work excess a threshold for a Type I action in 6NYCRR§617.4.

**THEREFORE**, as the lead agency for the SEQRA determination, the above referenced project falls under Categories “A” or “B” above. The procedure for Type II Actions, with regard to the SEQRA Process for Capital Projects noted above is “**No Additional Required Action under 6NYCRR§617.5(a)**”.



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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>Yes</u>	<u>No</u>
Johanna Testa, President	<u>  X  </u>	<u>      </u>
Richard Panico, Vice President	<u>  X  </u>	<u>      </u>
Noelle Dunlop, Trustee	<u>  X  </u>	<u>      </u>
Keith Frank, Trustee	<u>  X  </u>	<u>      </u>
Lisa Reitan, Trustee	<u>  X  </u>	<u>      </u>

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

**C. SEQRA Resolution – Proposed for Building and Site Improvements at the Laddie A. Decker Sound Beach School:**

State Environment Quality Review  
Notice of Determination of Non-Significance

**RECOMMENDED MOTION:** “WHEREAS, the Board of Education of the **Miller Place Union Free School District** is the lead agency under the State Environmental Quality Review Process for the purpose of required determinations respecting the proposed Capital Improvement Projects as follows:

**Laddie A. Decker Sound Beach School: Corridor Ceiling and Lighting reconstruction**

**WHEREAS**, in 1995, amendments were made to the SEQRA Regulation (Part 617) to classify projects, which will be excluded from the requirements for the preparation of an Environmental Impact Statement (Type II Actions). The project mentioned above is now classified as Type II Actions as determined by 6NYCRR§617.5 and

**WHEREAS**, the project falls under the following categories:

- B. Routine Maintenance and Repair 6NYCRR§617.5 (c)(1): Maintenance or repair involving no substantial change in an existing facility.
- B. Replace or Rehabilitation 6NYCRR§617.5 (c)(2): replacement or rehabilitation or reconstruction of a structure of facility, in kind, on the same site, unless the work excess a threshold for a Type I action in 6NYCRR§617.4.

**THEREFORE**, as the lead agency for the SEQRA determination, the above referenced project falls under Categories “A” or “B” above. The procedure for Type II Actions, with regard to the

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SEQRA Process for Capital Projects noted above is “**No Additional Required Action under 6NYCRR§617.5(a)**”.

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>Yes</u>	<u>No</u>
Johanna Testa, President	<u>  X  </u>	_____
Richard Panico, Vice President	<u>  X  </u>	_____
Noelle Dunlop, Trustee	<u>  X  </u>	_____
Keith Frank, Trustee	<u>  X  </u>	_____
Lisa Reitan, Trustee	<u>  X  </u>	_____

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

**D. Extend the Existing Contract of the Superintendent of Schools-July 1, 2017 to June 30, 2022:**

It is the desire of the Miller Place Union Free School District Board of Education to extend the existing contract for Dr. Marianne F. Cartisano, as the Superintendent of Schools’ for the period of July 1, 2017 through June 30, 2022. Therefore, the following resolution is presented for approval by the Miller Place Board of Education.

**RECOMMENDED MOTION: “BE IT RESOLVED,** that the Board of Education of the Miller Place Union Free School District approves the contract for Dr. Marianne F. Cartisano, as Superintendent of Schools, effective July 1, 2017 through June 30, 2022 contingent upon and subject to the enclosed written agreement approved and executed by Dr. Marianne F. Cartisano and Mrs. Johanna Testa on behalf of the Board of Education.”

Mrs. Testa asked for a motion to approve extending the Superintendent of School’s Existing Contract as stated in the resolution.

Mr. Panico moved, seconded by Mr. Frank to approve the resolution as presented.

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

Mrs. Testa stated that the extension of the Superintendent’s contract was beneficial and provides continuity to the District. Dr. Cartisano stated that the Board and Administrators are a good team.

**VIII. DISCUSSION**

**A. North Country Road Middle School Recess and Inside Activities**

Dr. Cartisano discussed some of the options for recess period at NCRMS lunchtime. She stated that the students will be given a survey to see what activities are of student interest in order to create appropriate activities for the students. Space available for recess is limited due to the current scheduling of Physical Education classes. AMPS construction is projected to be

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continuing in September which will impact the availability of alternate recess locations for the fall. Students already utilize the library at lunch time for Makerspaces. Alternate recess locations for the 6<sup>th</sup> grade class will be researched since it is a large class. The 7<sup>th</sup> and 8<sup>th</sup> grades are smaller and can use part of the cafeteria during their lunch period for recess activities

**B. District-Wide STEAM Events**

Mrs. Hodun gave an overview of the District-wide STEAM Nights that were held in January at each building. She stated that she hopes to continue the STEAM Nights as an annual January event. The planning for these events began in June. A separate adhoc committee was formed from the SIT Committee. Every student along with their family was invited and welcomed to attend by ConnectEd and email. These events promote family involvement in activities related to Science, Technology, Engineering, Arts and Mathematics. There will be a survey for student and parent feedback through SurveyMonkey. Video highlights of the STEAM activities are posted on each building's website for community members to view.

**IX. BOARD POLICIES**

**A. First Time Reading:** None

**B. Review:** None

**C. Action:**  
Policy #6410 Authorized Signatures

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

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

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

**X. OTHER - None**

**XI. PUBLIC BE HEARD - None**

**XII. ADJOURNMENT OF MEETING TO EXECUTIVE SESSION**

Mrs. Testa asked for a motion to adjourn the meeting to executive session for matters concerning specific personnel, specific student and specific contractual matters.

Mr. Panico moved, seconded by Mr. Frank to adjourn the meeting at 8:35 P.M to executive session for matters concerning specific personnel, specific student and specific contractual matters.

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

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