

MILLER PLACE UNION FREE SCHOOL DISTRICT
MILLER PLACE, NEW YORK
MINUTES
APRIL 25, 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 (Arrived at 8:09 P.M.)
Board Trustee:	Mrs. Lisa Reitan
Superintendent of Schools:	Dr. Marianne Cartisano (Left at 8:30 P.M.; Returned at 8:30 P.M.)
Deputy Superintendent:	Mr. Seth Lipshie
District Clerk:	Mrs. Patricia Morbillo

Those Absent:

Assistant Superintendent:	Mrs. Susan Hodun
School Business Official:	Mrs. Colleen Card
Executive Director for Educational Services:	Mrs. Sandra Wojnowski

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 30, 2018 BUSINESS MEETING.

Mrs. Testa called the meeting to order at 8:04 P.M. Mrs. Testa acknowledged the veterans that were in the audience, there was no media present. Mrs. Testa introduced Dr. Cartisano, Superintendent of Schools, to present 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 as our:

- Robotics Team completed at Hofstra
- District wide STEAM nights
- Andrew Muller Primary School celebrated PARP Week
- Laddie A. Decker School Beach School events included:
 - Science Fair
 - Art Show
 - Spring into Reading
- North Country Road Middle School included:
 - Parent Washington DC Trip Information Meeting

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Miller Place High School events included:

- Spring Musical All Shook Up
- Sophomore Ring Day
- Variety Show
- Spring Sports are in mid-season heading for playoffs
- Tri-M Music Honor Society Induction

The District-wide spring music concert season has begun

Events coming up – please check the schools and District calendar for specifics regarding the:

- Miller Place High School Junior Prom this Friday night
- AP Exams are in two weeks
- North Country Road Middle School Art Show
- Academic Award Nights
- Parent Orientations
- North Country Road Middle School Junior Panther Players drama production

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
- Annual Joe Keany Memorial Run

Summer Camp Programs and Schedules are available for our:

- Drivers Education Program
- Friend of the Arts Fine Arts Camps
- MPAA Athletic Camps

This is the time of year when our educational community celebrates various staff appreciation weeks. It gives the Board of Education and me the opportunity to express our sincere gratitude to the entire Miller Place School District staff – faculty, clerical, teacher aides and assistants, operations, nurses, and administrators. Never has their work been more challenging, or more vital. They each contribute, in one way or another, to enhancing students' lives and providing our students opportunities to succeed in the areas of academics, the arts, athletics, and community service.

I would like to take this opportunity to remind the community that the 2018-19 budget hearing will be on Tuesday, May 8, 2018 at 8:00pm, at Miller Place High School and the budget vote date is May 15, 2018, 6am – 9pm, North Country Road Middle School gymnasium.

Finally, I would like to thank Mr. Frank who has 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.

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II. BOARD MEMBERS MESSAGE

Mrs. Testa welcomed everyone to the meeting. She thanked the Miller Place PTO for a great, fun Lady's Night Out that raised \$20,000. Mr. Panico stated that the Miller Place Panthers musical All Shook Up was a great performance.

III. RECOGNITION

Dr. Cartisano it is an honor to recognize two staff member who go above and beyond for the students and community. She introduced Mrs. Gewurz to recognized Mrs. Curti and Mr. Lipshie to recognize Mr. Petrie.

A. Mrs. Gewurz, Principal Andrew Muller Primary School, recognized and congratulated Mrs. Staci Curti, School Psychologist. Mrs. Curti has met the requirements to advance to the Senior Level of a Nonviolent Crisis Intervention Certified Instructor (CPI). This certification demonstrates a commitment to ongoing training, professional growth and providing the best possible care, welfare, safety and security for the District's community. Mrs. Gewurz stated it is an honor to let people know about the outstanding work Mrs. Curti does for the AMPS family and the Miller Place Community. The Board of Education and Administration congratulated Mrs. Curti and presented her with a certificate.

B. Mr. Lipshie, Deputy Superintendent, recognized and congratulated Mr. Ron Petrie, Miller Place School District's Administrator for Physical Education, Health, Athletics and Intramurals for receiving his national certification from the National Interscholastic Athletic Administrators Association (NIAAA) as a Certified Athletic Administrator. Mr. Petrie took and passed the National CAA exam. Mr. Petrie is one of an elite group of interscholastic athletic administrators nationwide to attain this level of professional certification which is not required by Section XI or New York State. The Board of Education and Administration congratulated Mr. Petrie and presented him with a certificate.

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 March 23, 2018 Executive Session/Business Meeting; March 28, 2018 Executive Session – Early; March 28, 2018 Business Meeting; April 18, 2018 Business Meeting."

B. FINANCE/FACILITIES:

1. 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 7, 2018.

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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 following contract with Old Field Club, East Setauket, for the Thespian Dinner on June 7, 2018, and furthermore authorizes the President of the Board of Education to sign such agreement.”

2. Internal Auditors Reports:

Dr. Cartisano and Mrs. Card are requesting your acceptance of the following resolution to approve the 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 25, 2018
- Driver’s Education Program
- Journal Entries
- Superintendent’s Attendance
- Superintendent’s Expense Reimbursement
- Vendor Database Analysis
- Report on the Internal Controls of the Payroll Cycle

3. Bid - #16-1 (B) Driver and Traffic Safety Education In-Car-Extension #19-1:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution for the Driver and Traffic Safety Education Bid #19-1 (B) for the 2018-2019 fiscal 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 award extension bid #19-1 (B) Driver and Traffic Safety Education In-Car, to All Suffolk Driving School, Inc. as the lowest responsible bidder meeting bid specifications for the 2018-19 fiscal year; and hereby approves the contract with All-Suffolk Driving School, Inc. and furthermore authorizes the President of the Board of Education to sign such agreement.”

4. All Suffolk Auto School Contract:

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following resolution to approve the All Suffolk Auto School Contract for the 2018-2019 Summer, Fall, and Spring Program from June 25, 2018 through June 30, 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 approves the All Suffolk Auto School Contract for the 2018-2019 Summer, Fall, and Spring Program from June 25, 2018 through June 30, 2019, and furthermore authorizes the President of the Board of Education to sign such agreement.”

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5. **Donation – Patricia Latham Memorial Scholarship:**

Nancy DeFranco would like to establish a scholarship in memory of Patricia Latham. We are requesting your approval of the following resolution to create a new scholarship called the “Latham Memorial Scholarship” and accept the following monetary donation of \$100 for the Latham Memorial 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 the “Latham Memorial Scholarship” and accepts the following monetary donation of \$100 from Nancy DeFranco for the Latham Memorial Scholarship.”

6. **Donation – Sean King Memorial Scholarship:**

IGHL Foundation would like to establish a scholarship in memory of Sean King (Class of 1984). We are requesting your approval of the following resolution to create a new scholarship called the “Sean King Memorial Scholarship” and accept the following monetary donation of \$1,000 for the Sean King Memorial 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 “Sean King Memorial Scholarship” and accepts the following monetary donation of \$1,000.00 from The IGHL Foundation for the Sean King Memorial Scholarship.”

7. **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.

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 \$1500.00 for the Miller Place School District 2018 Senior Scholarships and Awards Fund:

- | | |
|---|------------|
| • Mary Ellen and Nancy Sanders | \$1,000.00 |
| • Miller Place Secretarial & Clerical Association | 500.00 |

8. **July 2018 Organizational Meeting Date Change:**

Dr. Cartisano is requesting your approval of the following resolution to change the 2018-19 Organization Meeting date from July 10, 2018 to July 2, 2018 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 2018-19 Organization Meeting date from July 10, 2018 to July 2, 2018 at 6:00 p.m.”

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C. PERSONNEL:

1. Personnel List:

Dr. Cartisano and Mr. Lipshie recommend and request your approval of the attached personnel list of April 25, 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 April 25, 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. Stipulation of Settlement – The Miller Place Operations Unit, CSEA, Inc.:

Dr. Cartisano and Mr. Lipshie are requesting your approval of the Stipulation of Settlement with the Miller Place Operations Unit, CSEA, Inc. Local 1000.

RECOMMENDED MOTION: “BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education approves the Stipulation of Settlement with the Miller Place Operations Unit, CSEA, Inc. Local 1000, and furthermore authorizes the Board President 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 3-12-18; CSE LADSBS 3-15-18; CSE DO 3-27-18; CSE MPHS 3-27-18.”

2. Cross Contract with Center Moriches Union Free School District Summer 2018:

Dr. Cartisano and Mrs. Wojnowski are requesting your approval of the following resolution to approve the attached Cross Contract with Center Moriches Union Free School District for Special Educational Services for July 2, 2018 through August 10, 2018 for student identification number 102903.

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 Center Moriches School District for Special Educational

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Services for July 2, 2018 through August 10, 2018 for student identification number 102903 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 everyone for their generous donations including the Nancy DeFranco, The IGHL Fund, Mary Ellen and Nancy Sanders and the Miller Place Secretarial & Clerical Association.

Mrs. Testa asked for a motion to accept the consent agenda as presented.

Mr. Panico moved, seconded by Mr. Keith 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, Student Representative

Jake gave the following overview of the Miller Place High School events. He said the proceeds from the recent Variety Show were being donated to the Patricia Latham and Joshua Faithful memorial scholarship funds. The Tri-M Honor Society and Foreign Language went on a field trip to the New York Philharmonic, watched a film on Amadeus and enjoyed lunch at the Sugar Factory. The spring concert season has begun and he is looking forward to all of the concerts. Mathletes had Pro week and AP test week will be coming up.

B. Board of Education Committees

Curriculum Committee

Mrs. Dunlop gave an overview of the Curriculum Committee meeting. Some of the items that were discussed were District Wide STEAM nights; PARP night which had an Olympic theme; hit show bingo; Read Across America where LADSBS students read to AMPS students; Sandy Hook Promises Program; Mathcon and Math Olympians.

Legislative Committee

Mr. Frank gave an overview of the Legislative Breakfast meeting held on February 3, 2018 at the Longwood School District. He stated that there were interesting presentations were focused on the District and the students. The meeting was attended by representatives of all branches of government, school boards, community representatives and administrators. Some of the topics discussed were Presidential 2018 budget cuts, passing school buses with lights on, using School Resource Officers (SRO), passing a resolution to waive limited pension for retired SRO, changes in Special Education and various proposed amendments to Education Law.

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Research Committee

Mrs. Reitan gave an overview of the new Research Committee meeting. Some of the topics discussed were research and writing, research frame work, making the Science Fair more exciting, and K-12 portfolios using a multi-disciplined approach.

Wellness Committee

Mrs. Dunlop gave an overview of the Wellness Committee meeting. She stated that some of the subjects discussed were adding professional development to AMPS elementary mindful yoga so teachers can speak the same language as the students and possibly expand the yoga program to LADSBS in the future. Other subjects included the Athletic Trainer piloting an injury prevention program that is specific to each sport; voluntary Narcon training; Food Service at MPHS introducing a mobile breakfast cart for students and staff and the addition of weekly fresh fruits and vegetables. Mrs. Dunlop passed around pictures of the fresh fruits and vegetables.

Audit Committee

Mrs. Testa gave an update on the Internal Audit Committee Meeting that was held earlier in the evening. She stated that the internal audit reports were presented by the audit firm on various audit matters and that the audits did not find any specific issues. As a result there were no recommendations contained in the audit reports.

VII. DISCUSSION AND ACTION

A. Summit Security Services, Inc. Agreement:

Dr. Cartisano and Mrs. Card are requesting your approval of the following resolution to approve the agreement with Summit Security Services, Inc. for Armed Guard Services from April 9, 2018 through June 22, 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 agreement with Summit Security Services, Inc. for Armed Guard Services from April 9, 2018 through June 22, 2018.”

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

Mr. Panico moved, seconded by Mr. Keith 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> </u>	<u>X</u>
Mr. Keith J. Frank, Trustee	<u>X</u>	<u> </u>
Mrs. Lisa Reitan, Trustee	<u>X</u>	<u> </u>

Yes 4; No 1; Motion Carried

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VIII. DISCUSSION

A. Kick Line Dance at MPHS and NCRMS

Dr. Cartisano explained the District ran a test pilot of the Kick Line Program this year at NCRMS. The Kick Line Club pilot was for 6th & 7th graders who met once a week for 10 weeks with 13 steady participants. Three clubs did not run this school year so those available funds were used to fund this pilot club.

Dr. Cartisano explained that the pilot Kick Line Dance Club that supporters are proposing for the MPHS is a club and not a sport. The advisor would be a Miller Place Teachers Union position and the advisor would need to be AED and CPR trained. The club would practice in the lobby or hallway at the MPHS as there is limited space available. The club would not compete at competitions. Performances for the club would be at home events and scheduled in co-ordination with other groups performing at the game half times which would not be extended in length. The funding for the Kick Line Dance Club would come from fundraising and not the District Budget. Since this would be a club there is no Section XI deadline to meet to have the funds raised by. The pilot of this club would be for one year and there is no guarantee that it will run in the 2019-2020 school year. The continuation of the club will depend on participation of students and further fundraising. Mrs. Testa stated that the audience would be able to share their views at the 2nd Public Be Heard segment of this meeting.

IX. BOARD POLICIES

A. First Time Reading:

Policy # 5140	Student Wellness
Policy # 5140.1.R	Student Wellness – Administrative Guidelines
Policy # 5140.R	Student Wellness Regulation
Policy # 5146	Food Allergy Policy
Policy # 8500	School Lunch and Breakfast Program
Policy # 8505	Meal Charges

B. Review:

Policy # 5020.5	Student Harassment & Bullying Prevention & Intervention
Policy # 5020.5.E.1	Dignity Act Complaint Form
Policy # 5020.5.E.2	Student Harassment & Bullying Prevention & Intervention Complaint Appeal Form
Policy # 5020.5R	Student Harassment & Bullying Prevention & Intervention

C. Action: None

X. OTHER

Dr. Cartisano discussed the rumor that the District was funding a golf team at the cost of \$20,000. She explained that the golf team going to cost the District \$143.00. The original golf team was funded by a resident which has not been run in several years. Mr. Petrie was asked by the Comsewogue School District to partner on a golf team since they did not have enough athletes to run a team. There are no equipment costs and half the cost of the Section XI fee comes to \$143.

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XI. PUBLIC BE HEARD

Ms. Jeanette Gross, Parent

Ms. Gross gave her comments and concerns about the Kick Line Dance Club that is be proposed at the MPHS. Her comments included but were not limited to that she would like a more competitive program for more experienced dancers, competitors, to have coach that is experienced in dance. Dr. Cartisano stated that the advisor would be a union position/faculty member.

Ms. Jennifer Martin, Parent

Ms. Martin gave her comments and concerns about the Kick Line Dance Club that is be proposed at the MPHS. Her comments included but were not limited to that it is hard to practice one time a week and asked if it was possible for the program to begin in the summer to have more time to practice before the fall. Mrs. Testa stated that she was not sure the District can put forth the program that the parents or students want. Dr. Cartisano stated her concern that the parents will want to fundraise within the framework of what the District is offering. Mrs. Testa thanked Ms. Martin for her input.

Ms. Nicole Prevete, Parent

Ms. Prevete stated that she thinks the girls will be excited that there will be a pilot Kick Line Dance Club at the high school.

Mr. Chet Eichler, Parent

Mr. Eichler asked who was paying for the transportation for the Golf Team. Dr. Cartisano replied that the parents are transporting the team to the golf club. Mr. Eichler asked what is in surplus in reserves. Dr. Cartisano stated that the unapplied fund balance reserve is 4% of the budget or approximately two million dollars. The security funds for next year will probably come from unapplied fund balance reserve. Specific reserve revenues are put in reserve accounts by Board of Education resolution. The Board will probably discuss reserves at the June meeting.

XII. ADJOURNMENT OF MEETING

Mrs. Testa asked for a motion to adjourn the meeting to move into Executive Session for matters concerning specific personnel and public safety and security.

Mr. Panico moved, seconded by Mr. Keith to move into Executive Session for matters concerning specific personnel and public safety and security.at 9:38 P.M.

Yes 5; No 0; Motion Carried

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