

**PATCHOGUE-MEDFORD UNION FREE SCHOOL DISTRICT**  
**BOARD OF EDUCATION**  
241 South Ocean Avenue  
Patchogue, New York 11772

Business Meeting  
Saxton Middle School Auditorium  
December 19, 2022

**PRESIDING OFFICER:** Kelli Anne Jennings, President

**MEMBERS OF THE BOARD PRESENT AND VOTING:** Diana Andrade, Thomas Donofrio, Jennifer Krieger, Marc Negrin, Francis Salazar, Bernadette Smith

**OFFICIALS OF THE BOARD PRESENT:** Dennis M. Logan, District Clerk; Lisa Hutchinson, General/Labor Counsel; Gregory Gillen, General/Labor Counsel; Christopher Shishko, General/Labor Counsel; Matthew Mehnert, General/Labor Counsel

**ADMINISTRATIVE STAFF PRESENT AND REPORTING:** Donna Jones, Superintendent of Schools; Lori Cannetti, Assistant Superintendent for Instruction; Joey Cohen, Assistant Superintendent for Instruction, Jessica Lukas, Assistant Superintendent for Pupil Services; Frank Mazzie, School Business Administrator

**1. CALL TO ORDER**

Board of Education President Kelli Anne Jennings called the meeting to order in the Room 124 of Saxton Middle School at 6:00 p.m.

**2. EXECUTIVE SESSION**

Motion offered by Diana Andrade, seconded by Marc Negrin to wit:  
RESOLVED, that the Board of Education enters Executive Session in order to discuss employee discipline matters, agreements with employees and the appeal of a student suspension at 6:01 p.m.

Motion carried: 7 - Yes; 0 – No

**3. RESUME PUBLIC SESSION AND DEPARTURE OF ATTORNEY**

Board of Education President Kelli Anne Jennings called the meeting to order in Public Session in the Saxton Middle School Auditorium at 7:54 p.m..

School Attorney Matthew Mehnert departed the meeting at this point.

**4. PLEDGE OF ALLEGIANCE**

Ms. Jennings led those present in the Salute to the Flag.

**5. MOMENT OF REMEMBRANCE**

Dr. Jones asked for a moment of remembrance for recently deceased teacher Rebecca Hughes.

**6. SAFETY MESSAGE**

District Clerk Dennis Logan explained the Emergency Evacuation Procedure, the prohibition of smoking on school property and the ground rules for the meeting.

**7. PRESENTATIONS AND REPORTS**

A. Employees of the Month

The Board of Education recognized the following as Employees of the Month:

- Lori Stratton, Teacher at Canaan Elementary School
- Chris Kelly, Assistant Principal at Saxton Middle School
- Sandra Lopez, Food Service Worker at the High School

B. Special Recognition of Employee

Tressa Greco, a special education aide at River Elementary School received a Citation for rendering live-saving first aid to a River Elementary Student.

**8. REPORT BY EX-OFFICIO STUDENT MEMBER**

Student Ex-Officio Member Ohm Patel provided his monthly report for those present,

**9. STATEMENT REGARDING SECURITY INCIDENT AT THE HIGH SCHOOL**

Dr. Jones provided information regarding a security incident at Patchogue-Medford High School on Friday, December 16, 2023.

**10. PUBLIC COMMENTS ON PRESENTATIONS AND AGENDA ITEMS**

Members of the audience were given an opportunity to comment on the presentations and Consent Agenda items.

**11. CONSENT AGENDA**

**Motion offered by Thomas Donofrio seconded by Francis Salazar to approve the Consent Agenda (Items A through P) as follows:**

A. Approval of Minutes

RESOLVED, that the Board of Education hereby approves the Meeting Minutes for the following Board of Education meetings:

- November 21, 2022 – Business Meeting Minutes

B. Approval of Personnel

WHEREAS, the Board of Education recognizes that in order to be eligible for tenure, an individual receiving a probationary appointment as a classroom teacher or building principal must receive annual composite or overall APPR ratings of H or E in at least three (3) of the four (4) preceding years, and if the individual receives a rating of I in the final year of the probationary period, he or she will not be eligible for tenure at that time, be it

RESOLVED, that the Board of Education hereby approves the following personnel Reports. (see Schedule #1 - Attached)

- A1. Instructional Staff
- A2. Instructional Staff Leaves of Absence/Returns
- A3. Instructional Staff Payouts
- B1. Operational Staff
- B2. Operational Staff Leaves of Absence/Returns
- B3. Operational Staff Payouts

C. Approval of Collective Bargaining Agreement

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Collective Bargaining Agreement with the Patchogue-Medford Congress of Teachers for the period from July 1, 2021, through June 30, 2022, and authorizes the President of the Board of Education to execute said Agreement on behalf of the District.

D. Approval for Provision of Educational Opportunities to Resident Pupils with Disabilities

RESOLVED, that the Board of Education approves the provision of educational opportunities to resident pupils as listed, in date order, shown on the following rosters provided:

- 1. Committee for Pre-School Special Education
- 2. Committee for Special Education
- 3. Section 504 Committee

E. Acceptance of Financial Reports

RESOLVED, that the Board of Education hereby accepts the following financial reports for the periods specified:

**11. CONSENT AGENDA – (continued)**

1. Treasurer’s Report - October
2. Claims Auditor Letter - October
3. Claims Auditor Reports - October
  - Payroll Schedule Audit Report
  - Payroll Adjustments Report
  - Custodial Overtime Report
  - Cash Disbursement Report
  - Workers’ Compensation Cash Disbursement
  - Wire Reconciliation Report
  - nVision Audit Reports
4. Cash Flow Projection - October
5. Extra Classroom Activity Fund - October
6. Scholarship Activity Fund - October
7. General Fund Financial Reports - October
8. School Lunch Fund Financial Reports – September and October
9. Special Aid Fund Financial Reports - October
10. Capital Projects Fund Financial Reports - October
11. Miscellaneous Special Revenue Funds Reports - October
12. Debt Service Fund Financial Reports - October
13. Workers’ Comp. Reserve Financial Reports - October
14. Budget Transfer Query - October
15. Capital Project Report (7/01/99 – Present)
16. Warrants - October

F. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period November 11, 2022 through December 8, 2022 in the amount of \$1,128,933.72, as provided to the Board of Education.

1. Budget Transfers in Excess of \$5,000

G. Approval of Contracts

RESOLVED, that the Board of Education hereby accepts the following contracts:

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	Borrelli, Anthony	Adult Ed Instruction	\$25.00 per hour for a maximum of 40 hours per winter 2023 semester; Rate is unchanged from 2021-2022	No	Attorney Approved District Template	Yes

11. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
2.	Choice Plans, Inc.	Business Associate Agreement	In conjunction with the established Customer Agreement	Yes	Attorney Prepared Agreement	No
3.	County of Suffolk (through its Office of Central Procurement within the Office of the County Executive)	Intermunicipal Agreement for Turf	No cost for the District to participate	Yes	Attorney Approved Template	No
4.	Dancer, Daniel	Consultant Services (Eagle Elementary)	\$3,777.00	No	Attorney Approved District Template	Yes
5.	Frey, Laurel	Adult Ed Instruction	\$25.00 per hour for a maximum of 20 hours per winter 2023 semester; Rate is unchanged from 2021-2022	No	Attorney Approved District Template	Yes
6.	King, Margaret	Consultant Services	\$500/day	No	Attorney Approved District Template	No
7.	Lopez, Alma	Adult Ed Instruction	\$25.00 per hour for a maximum of 40 hours per winter 2023 semester; Rate is unchanged from 2021-2022	No	Attorney Approved District Template	Yes
8.	New York Institute of Technology Education Programs, College of Arts & Sciences	Affiliation Agreement – <b>RESCIND</b>	No cost associated with this agreement	Yes	Attorney Approved Template	No

11. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
9.	New York Institute of Technology Education Programs, College of Arts & Sciences	Affiliation Agreement	No cost associated with this agreement	Yes	Attorney Approved Template	No
10.	New York University, on behalf of Steinhardt School of Culture, Education, and Human Development	Affiliation Agreement	No cost associated with this agreement	Yes	Attorney Approved Template	Yes
11.	Smith, Steven	Adult Ed Instruction	\$25.00 per hour for a maximum of 25 hours per winter 2023 semester	No	Attorney Approved District Template	No
12.	South Huntington UFSD	Special Education Services - District of Residence	In accordance with NYS Law and procedures established by NYSED	No	Attorney Approved Template	Yes
13.	Sunshine Alternative Education and Prevention Center	Consultant Services	See attached fee schedule	Yes	Attorney Approved District Template	Yes
14.	William Floyd UFSD	Special Education Services – District of Location <b>2021-2022</b>	In accordance with Education Law Section 3602-c and the Regulations or Rules of the Comm. of Education	No	Attorney Approved District Template	Yes
15.	William Floyd UFSD	Special Education Services – District of Location <b>2022-2023</b>	In accordance with Education Law Section 3602-c and the Regulations or Rules of the Comm. of Education	No	Attorney Approved District Template	Yes

**11. CONSENT AGENDA – (continued)**

H. Bid Awards

RESOLVED, that, upon the recommendation of the Superintendent, the Board of Education hereby approves the following Bid Award:

- #2022-25 Food Service Equipment Bid: Chef Depot

I. Disposition of Obsolete Items

RESOLVED, that the Board of Education hereby authorizes disposition of the following books and equipment listed on the schedules provided:

- One Pfretzschner viola, Serial #881551 (located at Saxton Middle School)
- One Signet clarinet, Serial #250424 (located at Eagle Elementary School)
- One Cremona bass, Serial #1508269 (located at River Elementary School)
- Assorted ENL books (located at PMHS)
- Ninety Introduction to Technology textbooks, ISBN #0-02-831275-9 (located at Oregon Middle School)

J. Acceptance of Donations

RESOLVED, that the Board of Education hereby accepts the donations of:

- \$500.00 from the Parent Teachers Association Council to the Family Center to purchase food and holiday items for the food pantry/Family Center.
- \$500.00 from Island Outreach, Inc. to Medford Elementary School to assist families in need during the holiday season.
- Approximately 100 articles of clothing (i.e., dresses and men’s attire) from the Hampton Bays Library to Patchogue-Medford UFSD’s CTE program to be either given to students in need or used in the Fashion Design and Merchandising classes, valued at approximately \$600.00.
- One Cricut Joy Machine, two Ultimate Accessories Bundle for Cricut, one T-shirt ruler guide for Vinyl Alignment, one Cricut Joy Smart Vinyl Removable, one Cricut Joy Starter Tool Kit, one Cricut Explore 3, one CAREGY HTV heat transfer vinyl bundle and some additional resources through [www.donorschoose.org](http://www.donorschoose.org) to Ms. McCue’s Cricut Club for the “Career Readiness with Cricuting” project, valued at approximately \$550.00.

11. **CONSENT AGENDA** – (continued)

K. Approval of Scholarships

RESOLVED, that the Board of Education hereby accepts the following Scholarship(s):

- Name change from “THE CORPORATE RAIDERS INTERNSHIP AWARD – SPONSORED BY GIORDANO’S COLLISION” to “THE CORPORATE RAIDERS INTERNSHIP AWARD – SPONSORED BY THE GIORDANO FAMILY”
- Name change from “GIORDANO’S COLLISION INC. AWARD” to the “GIORDANO FAMILY AWARD”

L. Approval of Additions and Deletions to and from the Program of Studies

RESOLVED, that the Board of Education hereby approves the addition/deletion of the following courses. The courses will be added/deleted to the program of studies manual that will be given to students and parents as they begin selecting courses for the 2022-2023 school year:

**BUSINESS DEPARTMENT (Middle School)**

**ADDITON: Career and Financial Management (Half Year Semester Course)**

**Prerequisite:** None

**Reason:** The course is currently offered at the high school as a .5 elective in the business department. CFM is a required course for students who are pursuing a pathway towards a CTE endorsed diploma. Having students take the course prior to high school offers a larger population of students the opportunity to receive the endorsement.

**CAREER AND TECHNICAL EDUCATION DEPARTMENT**

**ADDITION: Cosmetology (Full Year)**

**Prerequisite:** None

**Reason:** Data from student surveys, ES BOCES enrollment and local employment outlooks have been analyzed to determine this program to be beneficial for our students to have offered. The program will allow students to receive a NYS recognized license upon completion of the course.

**ENL DEPARTMENT**

**ADDITION: Unified Science (Full Year)**

**Prerequisite:** None

**Reason:** We would like to bring back this course to assist in satisfying the physical science credit for our ELLs, especially our SIFE students.



11. CONSENT AGENDA – (continued)

**MATHEMATICS DEPARTMENT**

**ADDITION: Discovering Geometry (Full Year)**

**Prerequisite:** Final average below 70 in Algebra 1 with Lab and teacher recommendation and Director approved.

**Reason:** Many of our most struggling students receive little exposure to Geometry in HS. This course would provide them the opportunity to learn this valuable content.

**SCIENCE DEPARTMENT (Grade 8)**

**ADDITION: Understanding Disasters (Full Year-Alternating Day)**

**Prerequisite:** None

**Reason:** *Student Success Indicators: An interest in both natural and unnatural disasters.*

In this course students will study and analyze both natural and man-made disasters that occur throughout our planet. Causes, environmental effects, clean-ups, possible prevention methods, ways to prepare, and any myths surrounding disasters will be discussed. Disasters include, but are not limited to, earthquakes, tornados, tsunamis, oil spills, global warming, and nuclear meltdowns.

**SOCIAL STUDIES DEPARTMENT**

**CHANGE IN COURSE TITLE:**

**Old Course Name:** Celebrating the American Story (Course #2920)

**New Course Name:** The American Story: Civics in Action

M. Policy Adoption

RESOLVED, that the Board of Education adopts the following policies which were circulated for a first reading:

3350	Travel and Conference Expense Reimbursement
3350-R	Travel and Conference Expense Reimbursement Regulation
4410	Technology Acceptable Use Policy
4410-R	Technology Acceptable Use Policy Regulation
5118	Non-Resident Students – Tuition Charge

N. Approval of Agreements with the Patchogue-Medford Congress of Teachers

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement with the

**11. CONSENT AGENDA – (continued)**

member of the Patchogue-Medford Congress of Teachers, named in Confidential Schedule A, and withdraws the disciplinary charges brought against the employee pursuant to Education Law section 3020-a with prejudice and authorizes the President of the Board of Education to execute said Memorandum of Agreement on behalf of the district, and be it further

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves an Agreement for the transfer of the employee to another school and authorizes the President of the Board of Education to execute that Agreement as well.

O. Approval of Settlement Agreement with Part Time CSEA Unit Employee

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Settlement Agreement with the Patchogue-Medford Civil Service Employees Association Part-Time Unit and the employee named in Confidential Schedule A, in regard to snow days and authorizes the President of the Board of Education to execute said Agreement on behalf of the district.

P. Approval of Memorandum of Agreement

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement with the Patchogue-Medford Congress of Teachers regarding the establishment of coaching positions and the appropriate stipends for girls' flag football and authorizes the President of the Board of Education to execute said Agreement on behalf of the district.

**A roll-call vote was taken on the Consent Agenda (Items A through P above)**

**Diana Andrade – Yes  
Thomas Donofrio – Yes  
Jennifer Krieger – Yes  
Marc Negrin – Yes**

**Francis Salazar - Yes  
Bernadette Smith - Yes  
Kelli Anne Jennings - Yes**

**The Consent Agenda was approved.**

**12. INFORMATION ITEMS**

Policy First Reading

The following policies will be circulated for a first reading. If there are no changes, these policies will be included on the January 23, 2023, Board of Education agenda:

4411	Remote Access to Computer Network
4420	Computer Controls Policy for Financial Software
5118.1	Non-Resident Students - Special Education Services

**13. DEPARTURE OF EX-OFFICIO STUDENT MEMBER**

Ex-Officio Student Member Ohm Patel departed the meeting at 8:58 p.m.

**14. ACTIONS ARISING OUT OF EXECUTIVE SESSION**

- A. Determination in the Appeal by the Parent of a Student regarding the Determination of the Superintendent of Schools in a Discipline Matter

Motion offered by Thomas Donofrio, seconded by Marc Negrin to wit:  
RESOLVED, that the Board of Education has considered the Appeal of the determination of the Superintendent of Schools in regards to student discipline matter by the parent of the student named in Confidential Schedule B and upholds the decision of the Superintendent of Schools.

A roll call vote was taken:

Diana Andrade – Yes	Francis Salazar - Yes
Thomas Donofrio – Yes	Bernadette Smith - Yes
Jennifer Krieger – Abstain	Kelli Anne Jennings - Yes
Marc Negrin – Yes	

The resolution was approved.

**15. SUPERINTENDENT’S REPORT**

Dr. Jones resumed the discussion regarding school security. Security Director John Ahern and Assistant Director Phillip Panzarella spoke to those who were present, as well.

**16. COMMITTEE REPORTS**

Chair people of the Board of Education Committees reported on the activities of their committees.

**17. COMMENTS AND QUESTIONS**

Members of the community were given the opportunity to ask questions and make comments.

**18. BOARD COMMENTS**

Members of the Board of Education provided comments.

**19. EXECUTIVE SESSION**

Motion offered by Bernadette Smith, seconded by Jennifer Krieger to wit:  
RESOLVED, that the Board of Education enter Executive Session to consult counsel at 9:42 p.m.

Motion carried: 7 – Yes; 0 - No

**20. RESUME PUBLIC SESSION**

Ms. Jennings called the meeting to order in Public Session at 10:50 p.m.

**21. ADJOURNMENT**

Motion offered by Marc Negrin, seconded by Francis Salazar to wit:  
RESOLVED, that there being no further items for discussion, the meeting is adjourned at 10:51 p.m.

Motion carried: 7 - Yes; 0 – No

Respectfully submitted,

Dennis M. Logan  
District Clerk