

PATCHOGUE-MEDFORD UNION FREE SCHOOL DISTRICT

BOARD OF EDUCATION
241 South Ocean Avenue
Patchogue, New York 11772

Business Meeting
Saxton Middle School Auditorium
February 27, 2023

PRESIDING OFFICER: Kelli Anne Jennings, President

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

MEMBERS OF THE BOARD ABSENT: Bernadette Smith

OFFICIALS OF THE BOARD PRESENT: Lisa Hutchinson, General/Labor Counsel; Gregory Gillen, General/Labor Counsel; Christopher Shishko, 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 5:30 p.m.

2. APPOINTMENT OF DISTRICT CLERK PRO-TEM

Motion offered by Marc Negrin, seconded by Diana Andrade to wit:
RESOLVED, that in the absence of the District Clerk, the Board of Education hereby appoints Joey Cohen to serve as District Clerk pro tem for this evening's meeting.

Motion carried: 5 - Yes; 0 – No; 2 – Absent (J. Krieger, B. Smith)

3. EXECUTIVE SESSION

Motion offered by Marc Negrin, seconded by Francis Salazar to wit:
RESOLVED, that the Board of Education enters Executive Session in order to discuss employee discipline matters, agreements with employees, pending litigation and collective bargaining negotiations at 5:30 p.m.

Motion carried: 5 - Yes; 0 – No; 2 – Absent (J. Krieger, B. Smith)

4. ARRIVAL OF BOARD MEMBER

Jennifer Krieger arrived and joined Executive Session at 5:38 p.m.

5. 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 7:48 p.m.

School Attorney Lisa Hutchinson departed the meeting at this point.

6. PLEDGE OF ALLEGIANCE

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

7. SAFETY MESSAGE

District Clerk Pro Tem Joey Cohen explained the Emergency Evacuation Procedure, the prohibition of smoking on school property and the ground rules for the meeting.

8. EMPLOYEES OF THE MONTH

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

- Lori Cannetti, Assistant Superintendent for Curriculum and Instruction
- Jorge Ayala, Driver, District-Wide
- Catherine Carella-Dean, Director of Secondary Humanities

9. REPORT BY EX-OFFICIO STUDENT MEMBER

Ex-Officio Student Member Ohm Patel provided his monthly report to those present.

10. BUDGET WORKSHOP #2

The members of the Board of Education and district administrators conducted a discussion regarding the formulation of the 2023-2024 Fiscal Year Budget Proposal.

11. PUBLIC COMMENTS ON PRESENTATIONS AND AGENDA ITEMS

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

12. CONSENT AGENDA

Motion offered by Thomas Donofrio; seconded by Marc Negrin to approve the Consent Agenda (Items A through V with the exception of item T, which was pulled for separate consideration) as follows:

A. Approval of Minutes

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

- January 23, 2023 – 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
- B1. Operational Staff
- B2. Operational Staff Leaves of Absence/Returns
- B3. Operational Staff Payouts

C. 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

D. Acceptance of Financial Reports

RESOLVED, that the Board of Education hereby accepts the following financial reports for the periods specified for the December 2022 period:

- 1. Treasurer's Report
- 2. Claims Auditor Letter

12. CONSENT AGENDA – (continued)

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

E. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the January 13, 2023, through February 10, 2023, will total \$703,893.00, as provided to the Board of Education.

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

F. Approval of Contracts

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

<i>#</i>	<i>Contract</i>	<i>Description</i>	<i>Rate</i>	<i>Atty. Reviewed</i>	<i>Reason</i>	<i>Renewal</i>
1.	Jericho UFSD	Health Services	Per pupil rate is \$1,310.21 for 2022-2023; Per pupil rate has increased by \$319.66 from 2014-2015	No	Attorney Approved Template	No

12. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
2.	L.I. Nights Entertainment	DJ for PMHS Dance on 3/3/2023	\$1,350.00 for 3 hours. Overtime Rate is \$225 per half hour or \$450.00 per hour	Yes	Vendor Template	No
3.	Middle Country CSD	Health Services	Per pupil rate is \$1,092.77 for 2022-2023; Per pupil rate has decreased by \$3.56 from 2021-2022	No	Attorney Approved Template	Yes
4.	Patchogue Lioness-Lions Club	Consultant Services – Vision Screening	No fee associated with this agreement	No	Attorney Approved District Template	Yes
5.	Sayville UFSD	Special Education Services – District of Residence – July 1, 2021 through June 30, 2022	In accordance with Educ. Law 3602-c and related provisions of the Educ. Law and Regulations of the Comm. of Educ.	No	Attorney Approved Template	Yes
6.	Smithtown CSD	Health Services	Per pupil rate is \$1,248.44 for 2022-2023; Per pupil rate has increased by \$69.08 over 2021-2022	No	Attorney Approved Template	Yes
7.	The Commencement Group	Graduation Fundraiser	District will receive 25% of the pre-order proceeds and 15% of on-site proceeds	Yes	Vendor Template	Yes
8.	Uniondale UFSD	Health Services	Per pupil rate is \$968.39 for 2022-2023; Per pupil rate has increased by \$34.12 from 2021-2022	No	Attorney Approved Template	Yes

G. Disposition of Obsolete Items

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

- One Beverage Air Chest Freezer, Model # SMF49, Serial # 5510046 (located at Canaan Elementary School)

12. CONSENT AGENDA – (continued)

- One Meisel Bass, Serial # 804659 (*located at Oregon Middle School*)

H. Acknowledgment of Single Audit Report

RESOLVED, that the Board of Education acknowledges receipt of the Single Audit Report (A-133 Report) for the District for the Fiscal Year Ended June 30, 2022 and directs the School Business Administrator to file the report with the New York State Education Department as is required.

I. Acknowledgement of Receipt of Risk Assessment Report from Internal Auditor

RESOLVED, that the Board of Education acknowledges receipt of the Updated Risk Assessment Report for the 2022-2023 Fiscal Year, prepared by Cerini and Associates, as presented to the Board.

J. Acknowledgement of Receipt of Follow-Up Reports from Internal Auditor

RESOLVED, that the Board of Education acknowledges receipt of the June 2022 Review of Benefits submitted by Cerini and Associates, the district's Internal Auditor as presented to the Board.

K. Approval of Continuation of Senior Citizens' and Persons with Disabilities Tax Exemptions

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the continuation of the Senior Citizens and Persons with Disabilities Exemptions, as per Chapters 186, 187 and 252 of the Laws of 2006, effective March 1, 2022:

<u>Annual Income</u>	<u>Percentage of Assessed Valuation Exempt From Taxation</u>
\$29,000 or less	50%
More than \$29,000, but less than \$30,000	45%
\$30,000 or more, but less than \$31,000	40%
\$31,000 or more, but less than \$32,000	35%
\$32,000 or more, but less than \$32,900	30%
\$32,900 or more, but less than \$33,800	25%
\$33,800 or more, but less than \$34,700	20%
\$34,700 or more, but less than \$35,600	15%
\$35,600 or more, but less than \$36,500	10%
\$36,500 or more, but less than \$37,400	5%

12. CONSENT AGENDA – (continued)

L. Approval of Continuation of Volunteer Firefighters and Ambulance Workers Tax Exemptions

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the continuation of the Volunteer Firefighters’ and surviving spouse and Ambulance Workers’ and surviving spouse Tax Exemption for the Town of Brookhaven, effective March 1, 2022.

M. Recommended Continuation of Veterans’ Tax Exemption

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the continuation of the Veterans’ Tax Exemption, pursuant to Real Property Tax Law 458-a, subdivision 2, paragraphs (a), (b), and (c), effective March 1, 2022.

N. Approval of Attendance at Conferences

RESOLVED, that the Board of Education hereby approves attendance by the following staff members at the conferences specified:

#	Staff Member(s)	Name of Conference and Location (City, State)	Date(s)	Professional Organization Sponsoring Conference	Cost	District or Grant Funded
1.	Michael Rudnicki	2023 NYSBDA Symposium	March 3, 2023, through March 5, 2023	New York State Band Directors Association	\$896.81	District
2.	Scott Zarchy	NAFME Eastern Division Conference	April 13, 2023, through April 16, 2023	National Association for Music Education	\$1,119.97	District
3.	Zack Petker	National High School Model UN	March 10, 2023, through March 13, 2023	IMUNA – Educational Organization	\$1,113.00	District
4.	Anthony Cracco	2023 NYSAAA Annual Conference	March 15, 2023 through March 17, 2023	NYSAAA	1,108.69	District

12. CONSENT AGENDA – (continued)

O. Authorization of Student Trips

RESOLVED, that the Board of Education hereby authorizes the following student field trips:

TRIP #R501858: Approximately 10 High School Key Club students accompanied by Nadine Scalzo will travel to the Desmond Hotel and Conference Center in Albany, NY on Friday, March 31, 2023, and return Sunday, April 2, 2023. The cost to the students is approximately \$350.00. Transportation will be via LIRR (Ronkonkoma Station). The cost to the district is \$145.00 for one substitute teacher needed on March 31, 2023.

TRIP #R501903: One High School student accompanied by Scott Zarchy will travel to the Holiday Inn Downtown in Rochester, NY on Thursday April 13, 2023, and return Sunday, April 16, 2023, to attend the NAFME Eastern Division Conference. There is no cost to the student (all costs paid by the Art & Music Dept.). Transportation to festival will be via coach bus (pick-up at LIE exit 52 Park & Ride). Parents to transport student back home at end of festival. There is no cost to the district as a substitute teacher is not needed.

P. Change of Date for April Board of Education Business Meeting

RESOLVED, that the Board of Education hereby changes the date of the April Board of Education Business Meeting from April 24, 2023, to April 17, 2023.

Q. Approval of Special Board of Education Meeting to Participate in the Annual Eastern Suffolk BOCES Budget Vote and Trustee Election

RESOLVED, that the Board of Education hereby approves a Special Meeting to participate in the annual Eastern Suffolk BOCES Budget Vote and Trustee Election on Wednesday, April 19, 2023 at 6:00 p.m.

R. Approval of Board of Education Member Activity

RESOLVED, that the Board of Education approves the attendance of the following Board of Education members and the Superintendent of Schools at the Nassau-Suffolk School Boards Association “Know Your Story, Tell Your Story, Sell Your Story” Part 4 “Marketing Matters, Who Speaks for Your Brand?” on Thursday, March 9, 2023 at Heritage Club at Bethpage State Park at a cost of \$100 each: Marc Negrin, Bernadette Smith.

12. CONSENT AGENDA – (continued)

S. Approval of Board of Education Member Attendance at Commissioner's Roundtable

RESOLVED, that the Board of Education approves the attendance of the following Board of Education members and the Superintendent of Schools and District Clerk at the Nassau-Suffolk School Boards Association “A Night with the Commissioner” on Monday, April 24, 2023, at Heritage Club at a cost of \$125 each: Kelli Anne Jennings, Marc Negrin, Diana Andrade, Jennifer Krieger, Bernadette Smith.

T. PULLED BY DIANA ANDRADE FOR SEPARATE CONSIDERATION AND VOTE

U. Approval of Memorandum of Agreement with the CSEA Full-Time Operations Unit

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves a Memorandum of Agreement with the CSEA Full-Time Operation Unit regarding a leave of absence for the employee named in Confidential Schedule A and authorizes the President of the Board of Education to execute said Agreement on behalf of the district.

V. Approval of Memorandum of Agreement with the CSEA Full-Time Clerical/Aides Unit

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves a Memorandum of Agreement with the CSEA Full-Time Clerical/Aides Unit regarding qualifying for leave under the Family Medical Leave Act 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 V, excluding T, above):

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

**Francis Salazar – Y
Bernadette Smith - A
Kelli Anne Jennings - Y**

The Consent Agenda was approved.

13. ITEMS PULLED FROM THE CONSENT AGENDA FOR SEPARATE CONSIDERATION AND VOTE

A. Approval of American Rescue Plan Expenditures

Pulled from the Consent Agenda by Trustee Diana Andrade

Motion offered by Diana Andrade seconded by Marc Negrin to wit:

WHEREAS, the Patchogue-Medford Union Free School District is entitled to receive funds under the American Rescue Plan which are to be targeted for specific types of expenses and

WHEREAS, the School Business Administrator presented a revised plan to the Board of Education at the January 23, 2023 Board of Education Business Meeting regarding the expenditure of said funds and

WHEREAS, the revised Plan was posted for a Public Comment Period beginning on January 24, 2023 until today and received no public comment which would alter the district's plan, therefore, be it

RESOLVED, that the Board of Education approves the Revised American Rescue Plan Spending Plan, as presented at the January 23, 2023 Board of Education Business Meeting.

Motion offered by Diana Andrade seconded by Marc Negrin to wit:

RESOLVED, that the Board of Education tables consideration of the resolution until a Special Meeting on March 13, 2023.

A roll-call vote was taken on the motion to table:

Diana Andrade – Y
Thomas Donofrio – Y
Jennifer Krieger – Y
Marc Negrin – Y

Francis Salazar – Y
Bernadette Smith - A
Kelli Anne Jennings - Y

The resolution was tabled until Monday, March 13, 2023.

14. INFORMATION ITEMS

A. Policy Second Reading

Due to a recommended change, this policy WAS presented for a second reading. If no other changes are made, it will be presented at the April 17, 2023 Board of Education meeting:

- 6165 Admission of Non-English Language Learners to District Bilingual Education Program(s)

15. SUPERINTENDENT'S REPORT

Dr. Jones provided comment and information regarding her activities and happenings in the district.

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 Diana Andrade seconded by Marc Negrin to wit:
RESOLVED, that the Board of Education enters Executive Session in order to discuss confidential personnel matters at 10:22 p.m.

Motion carried: 6 - Yes; 0 – No; 1 - Absent

20. RESUME PUBLIC SESSION

Ms. Jennings called the meeting to order in Public Session at 11:50 p.m.

21. ACTIONS ARISING OUT OF SECOND EXECUTIVE SESSION

Motion offered by Jennifer Krieger seconded by Francis Salazar to wit:
RESOLVED, the Board of Education hereby authorizes then Superintendent of Schools to revise the District's table of organization to abolish 34 part time aide positions which are currently vacant and establish 17 full time aide positions.

Motion carried: 6 - Yes; 0 – No; 1 – Absent (B. Smith)

22. ADJOURNMENT

Motion offered by Jennifer Krieger, seconded by Francis Salazar to wit:
RESOLVED, that there being no further items for discussion, the meeting is adjourned at 11:55 p.m.

Motion carried: 6 - Yes; 0 – No; 1 – Absent (B. Smith)

February 27, 2023
Business Meeting

Respectfully submitted,

Joey Cohen
District Clerk Pro Tem