

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

Business Meeting  
Saxton Middle School Auditorium  
April 20, 2023

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

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

**MEMBERS OF THE BOARD ABSENT:** Diana Andrade

**OFFICIALS OF THE BOARD PRESENT:** Dennis Logan, District Clerk; Lisa  
Hutchinson, 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 6:06 p.m.

**2. 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 employee  
tenure evaluations and pending litigation at 6:07 p.m.

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

**3. ARRIVAL OF BOARD MEMBER**

Bernadette Smith arrived and joined Executive Session at 6:11 p.m.

**4. 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 8:17  
p.m.

School attorney Matthew Mehnert departed the meeting at this point.

**5. PLEDGE OF ALLEGIANCE**

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

**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. EMPLOYEES OF THE MONTH**

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

- Kathleen Jordan, Lavatory Aide at Oregon Middle School
- Debra Hemmerly, Senior Office Assistant in Pupil Services
- Daniella Lorentsen, Office Assistant in the Guidance Office at the High School

**8. PRESENTATION**

The District's Directors for English Language Learners, Silvia Giminez, Michelle Marone and Kathyryne Morales presented information on the ELL Action Plan.

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

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

**10. CONSENT AGENDA**

**Motion offered by Thomas Donofrio; seconded by Marc Negrin to approve the Consent Agenda, Items A through R, as follows:**

- A. Approval of Minutes

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

- March 20, 2023 – Business Meeting
- March 27, 2023 – Special Meeting/Budget Workshop #3
- April 3, 2023 – Work Session/Special Meeting

**10. CONSENT AGENDA – (continued)**

**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 February 1, 2023 to February 28, 2023 period:

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

**10. CONSENT AGENDA – (continued)**

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 March 10, 2023 through March 30, 2023, will total \$1,180,519.63, as provided to the Board of Education.

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

10. CONSENT AGENDA – (continued)

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.	Brookhaven Science Associates, LLC	Technical Services Agreement and Agreement to Terms	BSA will provide STEM-based educational field trip programs that are developed and based upon Brookhaven National Laboratory and Department of Energy research to ESBOCES member school districts with agreed upon hourly rates developed for full cost recovery.	Yes	Vendor Template	No
2.	Center Moriches UFSD	Health Services	Per pupil rate has increased by \$66.71 over 2017-2018	No	Attorney Approved Template	Yes
3.	Comsewogue	Health Services ( <i>REVENUE</i> )	\$1,198.83 per pupil for 2022-2023	No	Attorney Approved District Template	Yes
4.	Hicksville UFSD	Health Services	Per pupil rate has increased by \$132.95 over 2021-2022	No	Attorney Approved Template	Yes
5.	HomeTown Ticketing	Digital Ticketing System	Digital ticketing system for 2023 Senior Prom	Yes	Vendor Template	Yes

**10. CONSENT AGENDA – (continued)**

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
6.	Jo-Art Photographers	Photographer for Junior Prom	\$150 location fee that covers time and postage	Yes	Vendor Template	No
7.	LI Lights	Lighting for 2023 Senior Prom	\$4,950.00	Yes	Vendor Template	No
8.	L.I. Nights Entertainment	DJ Services for Junior Prom on May 12, 2023	\$2,395 for 4 hours	No	Attorney Approved Template	Yes
9.	Longwood	Health Services ( <b>REVENUE</b> )	\$1,198.83 per pupil for 2022-2023	No	Attorney Approved District Template	Yes
10.	Middle Country CSD	Health Services ( <b>REVENUE</b> )	\$1,198.83 per pupil for 2022-2023	No	Attorney Approved District Template	Yes
11.	Mid-Island Party Plus	Rental of tables and chairs for 2023 Senior Prom	\$4,076.30	Yes	Vendor Template	No
12.	New York University Steinhardt School of Culture, Education, and Human Development	Affiliation Agreement	No cost associated with this agreement	No	Attorney Approved District Template	Yes
13.	Riverhead CSD	Health Services ( <b>REVENUE</b> )	\$1,198.83 per pupil for 2022-2023	No	Attorney Approved District Template	Yes
14.	Sachem CSD	Health Services ( <b>REVENUE</b> )	\$1,198.83 per pupil for 2022-2023	No	Attorney Approved District Template	Yes
15.	Seneca Risk Consulting Group, LLC	Affordable Care Act Consultant	\$12,500	Yes	Vendor Template	Yes

10. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
16.	South Country CSD	Health Services <b>(REVENUE)</b>	\$1,198.83 per pupil for 2022-2023	No	Attorney Approved District Template	Yes
17.	South Huntington UFSD	Health Services	Per pupil rate has increased by \$31.30 over 2021-2022	No	Attorney Approved Template	Yes
18.	Stereo Garden	Venue for Junior Prom	\$50.00 per person + \$375.00 for lighting and sound package; Per person rate is up \$5.00 and lighting and sound package is up \$75.00 from last year	No	Vendor Template	Yes
19.	SUNY College at Old Westbury	Affiliation Agreement	No cost associated with this agreement	No	Attorney Approved District Template	Yes
20.	SUNY Cortland	Affiliation Agreement	No cost associated with this agreement	No	Attorney Approved District Template	Yes
21.	SUNY Potsdam, Crane School of Music	Affiliation Agreement	No cost associated with this agreement	No	Attorney Approved District Template	Yes
22.	State University of New York at Stony Brook for its School of Professional Development	Affiliation Agreement	No cost associated with this agreement	No	Attorney Approved District Template	Yes
23.	William Floyd UFSD	Health Services <b>(REVENUE)</b>	\$1,198.83 per pupil for 2022-2023	No	Attorney Approved District Template	Yes

**10. CONSENT AGENDA – (continued)**

G. Bid Awards

RESOLVED, that the Board of Education hereby approves the following Bid Awards:

- #2013-15 Pupil Transportation: Montauk Bus Service, Inc.
- #2021-01 Universal Pre-Kindergarten Services:
  - Just Kids Early Learning Center
  - New Interdisciplinary School
- #2021-06 Summer Transportation RFP: Montauk Bus Service, Inc.
- #2022-07 Assistive Technology: Michelle Tor, Inc.
- #2022-08 School Physician RFP: One on One Medical, P.C. (Anthony N. Donatelli, Jr.)
- #2022-11 Pouring Rights RFP: Compass Group USA’s Canteen Division
- #2022-14 Mini Bus & Wheelchair Transportation RFP: Towne Bus, LLC
- #2022-16 Outsourced Universal Pre-Kindergarten Services
  - YMCA of Long Island
- #2022-26 Architectural Services RFP: BBS Architects, Landscape Architects & Engineers, P.C.
- #2022-27 Construction Manager RFP: Park East Construction Corp.
- #2023-04 Special Education RFP for Behavioral Intervention Consultation:
  - All About Kids
  - Blue Sea Educational Consulting, Inc.
  - DaVinci Collaborative
  - Helping Hands Children’s Services
  - Little Angels Center Pediatric & Adult Therapy Services
  - Metro Therapy
  - Nassau Suffolk Services for Autism
  - New York Therapy Placement Services
  - Out East Therapy of New York

H. Acceptance of Donations

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

- \$3,000.00 to River Elementary School on behalf of Subaru of America and AdoptAClassroom.org.
- \$1,500.00 to the 5<sup>th</sup> Grade classroom of Ms. Morabito at Medford Elementary School from Burlington Stores and Subaru Loves Learning via AdoptAClassroom.org.



**10. CONSENT AGENDA – (continued)**

- 10 new hockey kits consisting of 30 ball hockey sticks, 2 nets, 30 balls and 30 Junior Rangers Pinnies each, valued at approximately \$13,000, from the New York Rangers to assist the physical education department to grow the sport of hockey within our community.

I. Approval of Scholarship

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

- “THE TOM JULIAN MEMORIAL SCHOLARSHIP” in the amount of \$500.00 will be awarded to two students who have played a Varsity sport for at least two years and showed good sportsmanship, are pursuing a career in education and have done some form of community service.

J. Approval of Property Tax Report Card

RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education hereby adopts the Property Tax Report Card for the 2022/2023 school year.

K. Approval of Funding for the “Capital Reserve – 2022”

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education of the Patchogue-Medford Union Free School District authorizes to transfer Five Million (\$5,000,000) Dollars from the available fund balance from the 2022-2023 school year to the Capital Reserve Fund – 2022.

L. Ratification of Agreement with the United States Air Force

RESOLVED, that the Board of Education hereby ratifies an agreement with the United States Air Force dated February 14, 2022 and accepts a donation of computer equipment as described in the agreement pursuant to District Policy 1313.

M. Authorization of Student Trip

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

TRIP #R502002: Approximately 7 High School students accompanied by Damian Walsh and Paul Pizzuto will travel to the Milliken Tech Center where they will take a different bus to Syracuse, NY for the SkillsUSA State Competition on Wednesday, April 26, 2023, and return Friday, April

**10. CONSENT AGENDA – (continued)**

28, 2023. There is no cost to the students. A District bus will transport students to Milliken Tech Center where a BOCES charter bus will transport everyone to Syracuse. (The same for the return trip.) The cost to the district is approximately \$145 for one substitute teacher needed on April 26, 2023.

N. Cancellation of Classes

RESOLVED, that, upon the recommendation of the Superintendent of Schools, the following changes to High School and Middle School student schedules will take place during the final examination period in June of 2023:

- High School students will be excused Wednesday, June 14, 2023, through Friday, June 23, 2023.
- The New Framework Exam in US History will be administered on Thursday, June 1, 2023, for High School students only. High School students not taking the exam will need to participate in a synchronous remote day of learning.
- Middle School Students in grades 7 and 8 will be excused from daily instruction on Friday, June 16, 2023, through Friday, June 23, 2023 to participate in Final Exams.
- Grade 6 students will be on a modified school schedule from Friday, June 16, 2023, through Friday, June 23, 2023 and have an early dismissal.
- Regents examination days will count toward fulfilling the 180 required days of instruction.

O. Approval of Attendance at New York State School Boards Live Policy Workshop

RESOLVED, that Board of Education member Bernadette Smith is authorized to attend the New York State School Boards Association Live Policy Workshop which will be held virtually on April 26, 2023 at a cost of \$130 to the district.

P. Approval of Attendance at the Nassau-Suffolk School Boards Live Policy Workshop

RESOLVED, that Board of Education President Kelli Anne Jennings is authorized to attend the Nassau-Suffolk School Boards Association's Annual Business Meeting on May 30, 2023 at the Fox Hollow Country Club in Woodbury, New York at a cost of \$100 to the district.

**10. CONSENT AGENDA – (continued)**

Q. Approval of Permission to Attend Recognition Ceremony

RESOLVED, that Board of Education President Kelli Anne Jennings is hereby granted permission to attend the Our Community Salutes Enlisted Recognition Ceremony at Sunset Harbour in East Patchogue on May 17, 2023 at a cost of \$60 to the district.

R. Policy Adoption

RESOLVED, that the Board of Education adopts the following policy(s) which were circulated for a first reading:

- 4120 Evaluation of Professional Staff (for removal)
- 6165 Admission of Non-English Language Learners to District Bilingual Education Program(s)

**A roll-call vote was taken on the Consent Agenda, Items A through R, above:**

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

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

**The Consent Agenda was approved.**

**11. INFORMATION ITEMS**

A. Policy First Reading

The following policy will be circulated for a first reading. If there are no changes, the policy will be included on the May 24, 2023, Board of Education agenda:

- 5127-A High School Diploma - Admin Regs - Criteria for Grade Level Designation

B. Policy Second Reading

Due to recommended changes, this policy is being presented for a second reading. If no other changes are made, it will be presented at the May 24, 2023, Board of Education meeting:

- 2410 Table of Administrative Organization

**12. SUPERINTENDENT'S REPORT**

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

**13. COMMITTEE REPORTS**

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

**14. COMMENTS AND QUESTIONS**

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

**15. BOARD COMMENTS**

Members of the Board of Education provided comments.

**16. ADJOURNMENT**

Motion offered by Bernadette Smith, seconded by Francis Salazar to wit: RESOLVED, that there being no further items for discussion, the meeting is adjourned at 10:07 p.m.

Motion carried: 6 - Yes; 0 – No; 1 – Absent (D. Andrade)

Respectfully submitted,

Dennis M. Logan  
District Clerk