

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

Business Meeting  
Saxton Middle School Auditorium  
August 29, 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; Christopher Shishko, General/Labor Counsel; Gregory Gillen, General/Labor Counsel; Reese Miles, General/Labor Counsel

**ADMINISTRATIVE STAFF PRESENT AND REPORTING:** Donna Jones, Superintendent of Schools; Lori Cannetti, Assistant Superintendent for Instruction; Joey Cohen, Assistant Superintendent for Human Resources; 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 6:02 p.m.

**2. EXECUTIVE SESSION**

Motion offered by Marc Negrin, seconded by Diana Andrade to wit:  
RESOLVED, that the Board of Education enters Executive Session in order to discuss proposed Memoranda of Agreement with teachers and administrators, confidential employee discipline matters and legal matters pertaining to an ongoing capital improvement project.

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

**3. ARRIVAL OF BOARD MEMBER**

Board of Education Member Bernadette Smith arrived and joined Executive Session at 6:25 p.m.

**4. RESUME PUBLIC SESSION**

Board of Education President Kelli Anne Jennings called the meeting to order in Public Session in the Saxton Middle School Auditorium at 7:45 p.m.

**5. PLEDGE OF ALLEGIANCE**

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

**6. REMEMBERING A DISTRICT EMPLOYEE**

Dr. Jones asked for a moment of silence in remembrance of Gary Overholser a district employee who recently passed away.

**7. 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.

**8. PUBLIC HEARING REGARDING REVISIONS TO THE  
PATCHOGUE-MEDFORD SCHOOL DISTRICT CODE OF  
CONDUCT**

The Board of Education conducted a Public Hearing in order to update the community on recommended changes to the Patchogue-Medford School District Code of Conduct. After a presentation, members of the Board of Education and those in attendance were afforded the opportunity to ask questions and make comments regarding the plan.

**9. PUBLIC HEARING REGARDING REVISIONS TO THE  
DISTRICT-WIDE SCHOOL SAFETY PLAN**

The Board of Education conducted a Public Hearing in order to update the community on recommended changes to the District-Wide School Safety Plan. After a presentation, members of the Board of Education and those in attendance were afforded the opportunity to ask questions and make comments regarding the plan. The proposed revisions to the plan were posted beginning on July 29, 2022 for a thirty-day public comment period.

**10. APPROVAL OF REVISIONS TO DISTRICT-WIDE SCHOOL  
SAFETY PLAN**

Motion offered by Marc Negrin, seconded by Bernadette Smith to wit:

WHEREAS, the district's District-Wide School Safety Plan has been reviewed and revised by the district's administration and School Safety Committee and the Board of Education held a Public Hearing on the proposed plan on August 29, 2022, and completed the required 30-day public comment period, therefore, be it

RESOLVED, that the Board of Education hereby approves the revised District-Wide School Safety Plan for the 2022-2023 school year and authorizes the district administration to submit it to the New York State Education Department.

A roll-call vote was taken:

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

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

The resolution was approved.

**11. PRESENTATIONS AND REPORTS**

- Girl Scout Troop 1014 comprised of rising Patchogue-Medford 6th Graders made a short presentation of their work on a recycling project (in and out of their classrooms) as a final step to earn their Bronze Award.
- Director of Security, John Ahern, made a presentation regarding enhanced security measures and protocols that are being implemented to protect our students and secure their safety
- Assistant Superintendent for Instruction, Lori Cannetti, provided the Board with information regarding the District's response to New York State on the District Improvement Plan along with the School Comprehensive Education Plans for Barton, Bay, Canaan, Eagle, Medford and Tremont Elementary Schools and Saxton Middle School and the district's summer programs and curriculum writing.

**12. ADMINISTRATION OF OATH OF OFFICE TO STUDENT EX-OFFICIO MEMBER**

District Clerk, Dennis Logan, administered the Oath of Office to this year's Ex-Officio Student Board Member Ohm Patel.

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

Student Ex-Officio Member Ohm Patel introduced himself to those present and as part of his first monthly report.

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

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

**15. CONSENT AGENDA**

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

A. Approval of Minutes

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

- July 7, 2022 – Re-Organization Meeting Minutes
- July 7, 2022 – Business Meeting Minutes
- July 25, 2022 – Special 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

Be it further

RESOLVED, that these appointments and the stipends applicable to same are subject to and contingent upon the reopening of school and/or the further closure thereof related to or emanating from the Covid-19 virus and/or state(s) of emergency and the aforementioned stipends will be paid, prorated, or not paid accordingly.

C. Approval of Memorandum of Agreement with the Patchogue-Medford Administrators' Association regarding a Stipend for District-Wide Secondary Drama Productions

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement with the Patchogue-Medford Administrators Association regarding Stipend for District Wide Secondary Drama Productions Coordinator and authorizes

15. CONSENT AGENDA – continued

the President of the Board of Education to execute said document on behalf of the district.

D. Approval of 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. Approval of Revisions to District Code of Conduct

RESOLVED, the Board of Education hereby temporarily suspends the requirement of having a first reading of a policy revision including but not limited to the requirement contained in Policy 9310, and it further

RESOLVED, the Board of Education hereby adopts the revised Patchogue-Medford School District Code of Conduct as presented.

F. Approval of Superintendent’s Goals for 2022-2023

RESOLVED, that the Board of Education has reviewed the Superintendent’s Goals for the 2022-2023 school year and accepts them.

G. Approval of Targeted Skills Group Pathway for Change Plan (Special Education)

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Targeted Skills Group Pathway for Change Plan (Special Education), as presented, for the 2022-2023 School Year.

H. Acceptance of Financial Reports

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

1. Treasurer’s Report – May, June
2. Claims Auditor Letter - June
3. Claims Auditor Reports - June
  - 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 - June
5. Extra Classroom Activity Fund – May, June
6. Extra Classroom Activity Fund – Annual Report Ending June 30, 2022
7. Addition or Revision of Classroom Activity Account
8. Scholarship Activity Fund – May, June
9. Scholarship Activity Fund – Annual Report Ending June 30, 2022
10. General Fund Financial Reports – May, June
11. School Lunch Fund Financial Reports – May, June
12. Special Aid Fund Financial Reports – May, June
13. Capital Projects Fund Financial Reports – May, June

**15. CONSENT AGENDA – continued**

- 14. Miscellaneous Special Revenue Funds Reports – May, June
- 15. Debt Service Fund Financial Reports – May, June
- 16. Workers’ Comp. Reserve Financial Reports – May, June
- 17. Budget Transfer Query – May, June
- 18. Capital Project Report (7/01/99 – Present) – May, June
- 19. Warrants – May, June

I. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period June 25, 2022 through August 19, 2022 in the amount of \$985,579.55, as provided to the Board of Education.

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

J. Approval of Contracts

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

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	A Plus-All Subjects Tutoring, Inc.	Academic Tutoring	\$65.00 per hour for instructional services, \$75.00 per hour for high management tutoring and \$50.00 per half hour for academic testing services; Rate for instructional services has increased by \$1.00 per hour over 2021-2022, rates for high management tutoring and academic testing are unchanged	No	Attorney Approved District Template	Yes
2.	Adelphi University School of Social Work	Affiliation Agreement	No fee associated with this agreement	Yes	Attorney Approved District Template	No
3.	American Reading Company	Consultant Services	5 sessions at \$3,300.00 each and one session at no charge. Not to exceed \$16,500; Per session rate has increased by \$500.00 over 2021-2022	No	Attorney Approved District Template	Yes
4.	ASA Entertainment Group, LLC	Consultant Services	No fee associated with this agreement	No	Attorney Approved District Template	No
5.	Bennett, Bruce	Adult Ed Instruction	\$25.00 per hour for a maximum of 11 hours per fall 2022-2023 semester; Rate is unchanged from 2019-2020	No	Attorney Approved District Template	Yes
6.	Bennett, Jo	Adult Ed Instruction	No fee associated with this agreement	No	Attorney Approved District Template	Yes

15. CONSENT AGENDA – continued

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
7.	Black, George	Adult Ed Instruction	\$25.00 per hour for a maximum of 20 hours per fall 2022-2023 semester; Rate is unchanged from 2021-2022	No	Attorney Approved District Template	Yes
8.	Borrelli, Anthony	Adult Ed Instruction	\$25.00 per hour for a maximum of 40 hours per fall 2022-2023 semester; Rate is unchanged from 2021-2022	No	Attorney Approved District Template	Yes
9.	Cam-Held Enterprises, Inc. d/b/a Just Kids Early Childhood Learning Center	Universal Pre-Kindergarten Services	Monthly rate of \$5,386.46 per child not to exceed 12 general education students for a total of 180 days; Rate is unchanged from 2021-2022	No	Attorney Approved District Template	Yes RFP #2021-01
10.	Eastern Suffolk BOCES	Revised Shared Services for <b>2021-2022</b> to reflect actual services	2021-2022 Initial Contract to PM: \$16,443,180.71 Actual Services Final Billing to PM: \$14,827,073.54	No	Attorney Approved District Template	Yes
11.	Edgewater Consulting	Consultant Services	\$12,000.00 for 2022-2023; Rate is unchanged from 2021-2022	Yes	Attorney Approved District Template	Yes
12.	Education at Mather	Academic Tutoring	\$52.00 per hour; Rate is unchanged from 2020-2021	No	Attorney Approved District Template	Yes
13.	Erate Compliance (GTA, LLC)	Erate Consulting & Applications Process Services	The Category One application process and fixed annual fee is \$5,400.00; Any Category Two work would be done on a mutually agreeable fee based on complexity and size of application	No	Vendor Template	Yes
14.	Fairway Golf Mgmt., LLC d/b/a Mill Pond Golf Course	Consultant Services	\$2,800.00 for each semester for 2021-2022; Rate is unchanged from 2020-2021	No	Attorney Approved District Template	Yes
15.	Federation of Organizations	Foster Grandparent Program (Bay, Canaan, Medford, River, and Tremont)	School lunch to be provided to each volunteer	No	Attorney Approved District Template	Yes
16.	Frey, Laurel	Adult Ed Instruction	\$25.00 per hour for a maximum of 20 hours per fall 2022-2023 semester; Rate is unchanged from 2021-2022	No	Attorney Approved District Template	Yes

15. CONSENT AGENDA – continued

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
17.	Frost Valley YMCA	Oregon MS Grade 8 Field Trip (April 26-28, 2023)	Estimated cost of \$41,250.00	No	Vendor Template	Yes
18.	Gunderson, Brian	Adult Ed Instruction	\$25.00 per hour for a maximum of 25 hours per fall 2022-2023 semester; Rate is unchanged from 2019-2020	No	Attorney Approved District Template	Yes
19.	Holbrook Country Club	Venue for ROTC Annual Awards Dinner	See contract for specific rates	No	Not Necessary	No
20.	Hope for Youth, Inc.	Academic Tutoring	\$57.00 per hour for 2022-2023; Rate has increase \$6.00 per hour over 2021-2022	No	Attorney Approved District Template	Yes
21.	Innovative Tutoring, Inc.	Academic Tutoring	\$50.00 per hour; Rate is unchanged from 2020-2021	No	Attorney Approved District Template	Yes
22.	LI Tutorial Services, Inc.	Academic Tutoring	\$51.00 per hour; Rate has increased by \$1.00 an hour over 2020-2021	No	Attorney Approved District Template	Yes
23.	Little Flower UFSD	Special Education Services	In accordance with the tuition rate established by the Commissioner of Education and the maintenance rate established by the Comm. of Social Services	No	Attorney Approved District Template	Yes
24.	Longwood UFSD	JROTC Contract	See contract for cost information	Yes	Attorney Approved Template	No
25.	Lopez, Alma Lynn	Adult Ed Instruction	\$25.00 per hour for a maximum of 40 hours per fall 2022-2023 semester; Rate is unchanged from 2021-2022	No	Attorney Approved District Template	Yes
26.	New York State Office of General Services	Direct Distribution of USDA Foods	See contract for rate information	Yes	Vendor Template	Yes
27.	NYSARC, Inc.-Suffolk Chapter	Special Education Services	In accordance with the tuition rate established by the Commissioner of Education	No	Attorney Approved District Template	Yes
28.	Our Lady of Peace Academy at Montfort Therapeutic Residence Ministry for Hope, Inc.	Academic Tutoring	\$175.00 per day for 2022-2023; Rate has increased by \$7.00 per day over 2021-2022	No	Attorney Approved District Template	Yes

15. CONSENT AGENDA – continued

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
29.	Out East Therapy of NY	Behavioral Services – AMENDMENT to add Related Services	See attached rate sheets	No	Attorney Approved District Template	Yes
30.	Quest Diagnostics	Drug Testing Services & Employee Screening	\$37.74 per person, per test; Rate is unchanged from 2021-2022	No	Attorney Approved District Template	Yes
31.	SchFront LLC	Licensing Agreement for Student, Content and Employee Management Systems	See contract for rate information	Yes	Vendor Template	No
32.	SCOPE Education Services	Universal Pre-Kindergarten Services	Annual rate of \$5,400.00 per child not to exceed 180 students for a total of 180 days	No	Attorney Approved Template	Yes RFP #2021-01
33.	St. James Tutoring, Inc.	Academic Tutoring	\$52.00 per hour; Rate is unchanged from 2020-2021	No	Attorney Approved District Template	Yes
34.	Suffolk County Police Department & Suffolk County Department of Fire, Rescue and Emergency Services (FRES)	Consent for Remote Electronic Device Access	No fee associated with this agreement	Yes	Vendor Template	No
35.	SUNY College at Old Westbury	Affiliation Agreement	No fee associated with this agreement	Yes	Attorney Approved District Template	No
36.	SUNY Cortland	Affiliation Agreement	No fee associated with this agreement	Yes	Attorney Approved District Template	No
37.	SUNY Potsdam Crane School of Music	Affiliation Agreement	No fee associated with this agreement	Yes	Attorney Approved District Template	No
38.	SWANK Motion Pictures	Public Performance Site License	\$5,302.00; Rate is \$2,573.00 less than 2021-2022	No	Attorney Approved District Template	Yes
39.	Taylor Publishing d/b/a Balfour	Yearbook for South Ocean MS	Base price has increased by \$2.00 per yearbook, based on 120 yearbooks ordered	No	Vendor Template	Yes



15. CONSENT AGENDA – continued

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
40.	The New Interdisciplinary School	Universal Pre-Kindergarten Services	Annual rate of \$6,100.00 per child, not to exceed 28 students; Per student rate is unchanged from last year	No	Attorney Approved District Template	Yes RFP #2021-01
41.	The YMCA of Long Island, Inc.	Universal Pre-Kindergarten Services	Annual rate of \$6,832.95 per child not to exceed 36 students for a total of 180 days	No	Attorney Approved District Template	No RFP #2022-16
42.	TK Tours Inc.	Saxton MS Grade 8 Field Trip (June 1-2, 2023)	See contract for specific rates	Yes	Attorney Prepared Rider	Yes
43.	TK Tours Inc.	South Ocean MS Grade 8 Field Trip (May 18-19, 2023)	See contract for specific rates	Yes	Attorney Prepared Rider	Yes
44.	WISE Professional Development LLC	Consultant Services	\$1,100.00 per full day for 6-hours of on-site professional development, \$550.00 per half day for 3-hours of on-site professional development, or \$300.00 for on-site professional development at after school faculty meetings (Not to exceed \$24,000.00); Rate is unchanged from 2021-2022	No	Attorney Approved District Template	Yes

K. Bid Awards

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

- #2022-20 Sanitary System Maintenance Bid: RESCIND
- #2022-21 iMac Recycling Bid: Cornerstone Technologies, Inc.
- #2022-22 iPad Recycling Bid: Cornerstone Technologies, Inc.
- #2022-23 Macbook Pro Recycling Bid: Cornerstone Technologies, Inc.

L. Disposal of Obsolete Items and Books

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

- Ninety McGraw Hill *Introduction to Technology* textbooks (1998), ISBN #0-02-831275-9 (located at the High School)
- One S&R violin, Serial #7 and one Yamaha clarinet, Serial #3875 (located at the High School)
- One Viotoni cello, Serial #V-11 (located at Medford Elementary School)
- One viola, Serial #88155, brand unknown (located at Tremont Elementary School)
- One Meisel bass, Serial #804776 (located at Oregon Middle School)

15. CONSENT AGENDA – continued

- One Pfretzschner bass, Serial #871048 (*located at Saxton Middle School*)
- One Bellafina cello, Serial #031721-601 (*located at South Ocean Middle School*)
- One Black Desk Chair, Reg #CA37902CN – 23099/80002556 (*located in Pupil Services*)

M. Acceptance of Donations

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

- The Fordham University CARES Team would like to donate three (3) kits, valued at \$212.40 each, that will contain a total of 72 pre-assembled backpacks filled with school materials to the Family Center.

N. Acceptance of Scholarships

RESOLVED that the Board of Education hereby accepts the following Scholarships:

- The “JOSEPH WOLFF MEMORIAL SCHOLARSHIP”, in the amount of \$1,000.00 and presented by the Wolff family and the North Patchogue Fire Department Volunteer Firemen’s Benevolent Association, will be awarded yearly to a graduating senior who has either a parent or grandparent who is a member of the North Patchogue Fire Department, or a member of the North Patchogue Fire Department Explorer Post who plans on attending an institution of higher education in the field of either Firematic Technology or Business.
- The “SPECIALIST MATTHEW E. BAYLIS MEMORIAL SCHOLARSHIP” will award two \$500.00 scholarships annually to help veterans and their families pay for either trade school or college. Applicants must be a child, grandchild or sibling of a veteran who will submit a copy of the veteran’s DD-214 discharge papers in addition to a 150-word essay describing how that veteran has impacted the applicant’s life.
- “THE IRENE BRADLEY MEMORIAL SCHOLARSHIP” in the amount of \$1,000.00 will be awarded to a graduating senior. Any senior applying will need to write an essay to show how their qualities and experience embody what Irene’s life was like. Applicants should answer these three questions in any order in one essay, titled Irene Bradley Scholarship Essay: 1) Why do you think it will be important for you to go to your 10-year reunion?; 2) How have you demonstrated an ability to include other people in your school and life experience?; and 3) In what ways has your Pat-Med School experience helped shape your values? Using examples, explain how you have developed values to not only make you a better person but have a positive influence on those around you?

O. Approval of Amendment to Transportation Contract

RESOLVED, that the Board of Education hereby amends Resolution H approved on May 23, 2022 with regard to RFP #2022-14 to add the following language:

RESOLVED, that in accordance with the requirements for a multi-year contract, a separate line item will be included in the annual budget and budget brochures with an appropriate footnote to indicate the specific year of the multi-year contract; and be it further

**15. CONSENT AGENDA – continued**

RESOLVED, that the Board of Education authorizes the Superintendent of Schools and the President of the Board of Education to sign and execute the New York State Transportation Contracts with Towne Bus, LLC, a subsidiary of We Transport, Inc. on behalf of the Board in conformance with this Resolution.

**P. Approval of Revisions to the District-Wide School Safety Plan and Building-Level Emergency Response Plans and Team Membership**

WHEREAS, pursuant to Education Law § 2801-a and Board Policy 1350, the Board of Education is required to appoint a District-wide School Safety Team which shall include, at a minimum, representatives of the Board, teacher, administrator, and parent organizations, school safety personnel, and other personnel, to develop, review, and update the District-wide school safety plan and building-level emergency response plans required by law; now, therefore, be it

RESOLVED, that the Board of Education hereby creates the District-wide School Safety Team to develop, review, and update the District-wide school safety plan and building-level emergency response plans in accordance with applicable law, regulation, and District policy, to make appropriate recommendations to the Board of Education regarding the same, and to carry out any other purposes for such Team mandated by applicable law, regulation, and District policy; and be it further

RESOLVED, that the Board appoints Dr. Donna Jones, the Superintendent to serve as Chairperson of the District-wide School Safety Team; and be it further

RESOLVED, that the Board of Education appoints the following additional members of the District-wide School Safety Team:

<b>Name</b>	<b>Area of Representation</b>
Donna Jones, Ed.D.	Chairperson
Kelli-Anne Jennings	Board of Education Representative
John Ahern	Security Director
Robert Epstein	Patchogue-Medford Administrators' Association
Tim Ritter	Patchogue-Medford Congress of Teachers
Nicole Ciminiello	Patchogue-Medford Central Office Admin
Daniel Harris	Parent Representative
Jodi Moran	Parent Representative
Suzanne Berenz	Parent Representative

**Q. Approval of SEQRA Resolution for District-Wide Unit Ventilator Upgrade Project**

WHEREAS, the Board of Education desires to embark upon the following capital improvements at the District's facilities as set forth herein and as listed in the working budget: (1) replace univents in approximately 21 classrooms, replace gym AHU's, replace machine roof louvers and AHU's, and expand BMS (Building Management System) to accommodate new items at Barton Elementary School; (2) replace univents in approximately 12 classrooms and expand BMS to accommodate new univents at Bay Elementary School; (3) replace univents in approximately 30 classrooms and expand BMS to accommodate new univents at Canaan Elementary School; (4) replace univents, replace gym café AHU's, and expand BMS to accommodate new items at Eagle Elementary School; (5) install heavy duty grilles in gym, replace univents where applicable, and expand BMS to accommodate new univents at Medford Elementary School; (6) replace univents where applicable, and expand BMS to accommodate new univents at River Elementary School; (7) replace univents where applicable, replace six (6) exhaust fans, and expand BMS to accommodate new univents at Tremont Elementary School; (8) replace univents, replace

15. CONSENT AGENDA – continued

café H&V (heating and ventilation units), replace kitchen make up air unit, and expand BMS to accommodate new items at Oregon Middle School; (9) replace remainder of univents, replace band room and gym AHU's (Air Handling Units), and expand BMS to accommodate new items at Saxton Middle School; (10) replace PTAC (heating/cooling) units in 1967 office areas, replace univents, replace café (AHU) Air Handler, install fan coil units for offices, and expand BMS to accommodate new items at South Ocean Middle School; (11) refit new univents with new motors, replace univents, replace 57 exhaust fans, replace shop unit area HVAC units, replace four (4) louvered relief hoods, and expand BMS to accommodate new items at Patchogue-Medford High School (hereinafter collectively referred to as the "Projects"); and

WHEREAS, said capital improvements are subject to classification under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, maintenance or repair involving no substantial changes in an existing structure or facility are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(1)); and

WHEREAS, replacement, rehabilitation or reconstruction of a structure or a facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5(c)(2)); and

WHEREAS, routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(10)); and

WHEREAS, the purchase or sale of furnishings, equipment or supplies...other than the following: land, radioactive material, pesticides, herbicides, or other hazardous materials are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5(c)(31)); and

WHEREAS, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQR; and

WHEREAS, the Board of Education, as the only involved agency, has examined all information related to the capital improvement projects and has determined that the Projects are classified as Type II Actions pursuant to Section 617.5(c)(1), (2), (10 and (31) of the SEQR Regulations; now, therefore, be it

RESOLVED, that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and be it further

RESOLVED, that the Board of Education hereby declares that the Projects are Type II Actions, which require no further review under SEQR; and be it further

RESOLVED, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed Projects from the New York State Education Department.

R. Approval of Continued Use of Commercial Card

RESOLVED, that the Board of Education authorizes the Superintendent, Donna Jones, or her designee, to continue the use of the commercial credit card account ("Card Account") relationship with Capital One, National Association ("Bank") which was established at the August 27, 2018, Board of

15. CONSENT AGENDA – continued

Education Meeting on behalf of the Entity, for legitimate school district expenditures.

S. Approval of Transfer of Funds to Retirement Contribution Reserve Fund

RESOLVED, that the Board of Education apply \$2,000,000 in revenue from the 2021-2022 end of year Unreserved-Undesignated fund balance of the General Fund into the Retirement Contribution Reserve Fund (Employees' Retirement System) which the amount does not exceed the amount previously authorized by the Board of Education on May 23,2022.

T. Approval of Transfer of Funds to the Capital Reserve Fund

RESOLVED, that the Board of Education apply \$5,000,000 in revenue from the 2021-2022 end of year Unreserved-Undesignated fund balance of the General Fund into the Capital Reserve Fund-2018 which the amount does not exceed the amount previously authorized by the Board of Education on May 23,2022.

U. Approval of Cooperative Bidding for the 2022-2023 School Year

WHEREAS, It is the plan of a number of public school districts in Nassau/Suffolk Counties, New York to bid jointly on selected Food Service Commodities, Food and Food Service Supplies for the 2022-23 school year and,

WHEREAS, PATCHOGUE-MEDFORD UFSD, is desirous of participating with other districts in Nassau/Suffolk Counties in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0 and,

WHEREAS, PATCHOGUE-MEDFORD UFSD, wishes to appoint a committee to assume the responsibility for drafting of specification, advertising for bids, accepting and opening bids, reporting the results to the boards of education and making recommendations thereon; therefore, be it

RESOLVED, that the BOARD OF EDUCATION of PATCHOGUE-MEDFORD UFSD, hereby appoints Long Island School Nutrition Directors Association Cooperative Bid Committee to represent it in all matters related above, and, be it further

RESOLVED, that PATCHOGUE-MEDFORD UFSD's Board of Education authorized the above-mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned commodities, and, be it further

RESOLVED, that PATCHOGUE-MEDFORD UFSD's Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and be it further

RESOLVED, that PATCHOGUE-MEDFORD UFSD's Board of Education agrees (1) to abide by majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s), it will conduct all negotiations directly with the successful bidder(s).

V. Approval of Building Level School Safety Plans

WHEREAS, the district's Individual School Safety Plans have been reviewed and revised by the district's administration and School Safety Committee, therefore, be it

RESOLVED, that the Board of Education approves the Building Level School Safety Plans for the following buildings as submitted and directs the district administration to submit said plans to the New York State Education Department as required:

15. CONSENT AGENDA – continued

- Barton Elementary School
- Bay Elementary School
- Canaan Elementary School
- Eagle Elementary School
- Medford Elementary School
- River Elementary School
- Tremont Elementary School
- Oregon Middle School
- Saxton Middle School
- South Ocean Middle School
- Patchogue-Medford High School

W. 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.	Janice Guzman, Roanie Taveras	Nassau BOCES Mental Health Consortium – <i>Erins Law/Stewards of Children Trainer Group</i> ; Virtual	September 21, October 19, November 16, December 21, 2022; and January 18, February 15, March 15, April 19, May 17, 2023	Nassau BOCES	\$2,950.00 for District	District
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	- Frances Cardenas, Gail Fiorelli, Lourdes Evelyn Gonzalez, Danielle Kaiser	Nassau BOCES Mental Health Consortium – <i>PBIS Practitioner Circle</i> ; Virtual	October 7, November 10, December 15, 2022; January 26, March 9, May 11, 2023			
	-----	-----	-----			
	- Janice Guzman, Debbie Ramos-Rudiger	Nassau BOCES Mental Health Consortium – <i>Social Worker Circle</i> ; Virtual	September 13, October 11, December 13, 2022; January 10, February 14, March 14, May 9, June 13, 2023			
	-----	-----	-----			
	- Robert Christie	Nassau BOCES Mental Health	September 15, November 17, December 22, 2022;			

		<p>Consortium – <i>Rainbows for All Children Leader Group;</i> Virtual</p> <p>-----</p> <p>Nassau BOCES Mental Health Consortium – <i>MHC Presentation &amp; SEL/MH Liaison Meeting;</i> Virtual</p> <p>-----</p>	<p>February 9, March 23, May 18, 2023</p> <p>-----</p> <p>September 20, October 13, November 15, December 20, 2022; January 19, March 21, April 18, May 16 and June 20, 2023</p> <p>-----</p>			
	Roanie Taveras	<p>Nassau BOCES Mental Health Consortium – <i>Substance Use Counselor Circle;</i> Virtual</p> <p>-----</p>	<p>September 23, December 9, 2022; February 10, April 28, June 2, 2023</p> <p>-----</p>			
	Carolyn Walsh	<p>Nassau BOCES Mental Health Consortium – <i>PREPaRE Crisis Team Leader Meetings;</i> Virtual</p> <p>-----</p>	<p>September 7, November 2, December 7, 2022; January 4, February 1, March 1, April 5, May 3, June 7, 2023</p> <p>-----</p>			
	Damian Walsh	<p>Nassau BOCES Mental Health Consortium – <i>Legalization of Marijuana – What does this mean for schools?;</i> Virtual</p> <p>-----</p> <p>Nassau BOCES Mental Health Consortium – <i>LICADD Substance Abuse Discussion Circle;</i> Virtual</p> <p>-----</p>	<p>September 23, 2022</p> <p>-----</p> <p>December 9, 2022; February 10, April 28, June 2, 2023</p> <p>-----</p>			

		Nassau BOCES Mental Health Consortium – <i>Restorative Practices Collegial Circle</i>	September 30, November 1, 2022; January 6, March 3, 2023			
	Jessica Christie	Nassau BOCES Mental Health Consortium – <i>School Psych Collaborative Clinical Discussion Group; Virtual</i>	October 19, November 18, December 16, 2022; January 20, February 17, March 17, April 28, May 19, and June 2, 2023			
		Nassau BOCES Mental Health Consortium – <i>LGBTQ+ Learning Workshop; Virtual</i>	October 20, November 16, 2022; January 19, March 16, April 20, May 17, 2023			
	Marisol Reyes	Nassau BOCES Mental Health Consortium – <i>PBIS Practitioner Circle</i>	October 7, November 10, December 15, 2022 and January 26, March 9, and May 11, 2023			
2.	Joey Cohen	NYSASPA – Annual Personnel Conference, Cooperstown, NY	October 23, 2022 – October 26, 2022	NYSASPA	\$1,561.88	District
3.	Donna Jones	2022 Fall Leadership Summit, Saratoga Springs, NY	September 18, 2022 – September 20, 2022	NYS Council of School Superintendents	\$1635.34 <i>(Slight increase in Cost)</i>	District

X. Approval of 2022-2023 District Comprehensive Improvement Plan and School Comprehensive Education Plans for Barton, Bay, Canaan, Eagle, Medford and Tremont Elementary Schools and Saxton and South Ocean Middle Schools

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the District Comprehensive Improvement Plan and School Comprehensive Education Plans (SCEP) for Barton, Bay, Canaan, Eagle, Medford and Tremont Elementary Schools, as well as for Saxton and South Ocean Middle Schools for the 2022-2023 School Year as presented, and authorizes the district administration to submit said plans to the New York State Education Department.



15. CONSENT AGENDA – continued

Y. Policy Adoption

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

1330	Community Use of School Facilities
1338	Use of School Facilities for Blood Drives
1339.1	Safety Message Evacuation of Buildings in Time of Emergency
1339.1a	Safety Message
1340	Public Conduct on School Property
1350	Public Safety
1355	School Safety Plans and Teams
3100	Budget Planning
3100.1	Fiscal Management Goals
3100.2	Determination of Budget Priorities
3102	Dissemination of Budget Recommendations
3230	Federal Funds
3240	Tuition for Foster Children
3290	Investment Policy
3330	Transfer of Funds
3340	Petty Cash/Petty Cash Accounts
3340-R	Petty Cash/Petty Cash Accounts Regulation
3461	Capital Assets Accounting Procedures
3470	Wire Transfer Policy
3471	Online Banking
3490	Returned Checks (Non-Sufficient Funds – NSF)
3527	Pesticides and Pest Management
3546.1	Free and Reduced Price Meals
3546.1-R	Free and Reduced Price Meals Regulation
3546.2	Meal Charge Policy
3546.3	Meal Charge and Prohibition of Meal Shaming Policy
3600	Use of Cell Phones
3700	Payroll Certification Forms (PAR)
3700-R	Payroll Certification Forms (PAR) Regulation
4133	Professional Trips
4312	Threats and Violence As it Relates to District Employees
5122.15-R	Independent Educational Evaluations Regulation
5153	Threats and Violence As it Relates to Students

Z. Nomination of Voting Delegate

RESOLVED, that the Board of Education nominates Kelli Anne Jennings, to represent the district as the Voting Delegate at the New York State School Boards' Association's annual Business Meeting, on October 17, 2022 (virtually), and Marc Negrin to serve as the Alternate Delegate.

AA. Approval of School Board Activity

RESOLVED, that the Board of Education approves the attendance by Board of Education Vice President, Marc Negrin, at the New York State School Boards Association Board Officers Academy in Huntington, New York on September 30, 2022 from 8:00 a.m. until 4:00 p.m. at a cost of \$315.00 to the district.

BB. Approval of School Board Member Training

RESOLVED, that the Board of Education hereby approves the attendance of Board of Education Francis Salazar at New York State mandated governance and fiscal training at the Huntington Hilton on October 14 and 15, 2022 at a cost of \$440.00.

15. CONSENT AGENDA – continued

CC. Approval of Qualified Lead Evaluators

RESOLVED, that

Lori Cannetti	Assistant Superintendent for Instruction
Joey Cohen, Ed.D.	Assistant Superintendent for Human Resources
Jessica Lukas, Ed.D.	Assistant Superintendent for Special Education and Pupil Services
Tania Dalley, Ed.D.	Principal on Special Assignment
Sharon Deland, Ed.D.	Principal
Robert Epstein	Principal
Matthew Hanley	Principal
Richard Hoffman	Principal
Michelle Kwon, Ed.D.	Principal
Bryan Lake	Principal
Rui Mendes	Principal
Timothy Piciullo, Ed.D.	Principal
Margherita Proscia	Principal on Special Assignment
Randy Rusielewicz, Ed.D.	Principal
Erin Skahill	Principal
Emily Wernau	Principal
Garrett Comanzo	Assistant Principal
Christopher Kelly, Ed.D.	Assistant Principal
JoAnn Luisa	Assistant Principal
Paula Mays, Ed.D.	Assistant Principal
Kristin Pucilowski	Assistant Principal
Derek Robinson	Assistant Principal
Dennis Sullivan, Ed.D.	Assistant Principal
Nathan Brinkman	Director
Catherine Carella-Dean	Director
Carolyn Candela	Director
Anthony Cracco	Director
Sylvia Gimenez	Director
Lori Goldstein	Director
Kimberly Hochberg, Ed.D.	Director
Michelle Marrone	Director
Katheryne Morales	Director
Kelvin Ortiz	Director
Shannon Ott	Director
Dennis Pettas	Director
Raymond Ruiz	Director
Louis Stellato	Director
Michael Vespe	Director
Miriam Walls	Director
Michael Zanfardino	Director
Jasmin Dengeles	CSE Chairperson
Naiade Dourado	CSE Chairperson
Janine O'Connor	CSE Chairperson

have received appropriate training in teacher and/or principal evaluation in accordance with the regulations of the Commissioner of Education, and these individuals are hereby recertified as qualified lead evaluators for the purpose of conducting and completing evaluations.

DD. Establishment of Tax Levy and Tax Rate – Patchogue-Medford School District

RESOLVED, that the Board of Education hereby authorizes a tax levy of \$123,273,681 with a tax rate of \$283.77 per \$100 of assessed valuation. This will result in a 3.55% tax rate increase.

**15. CONSENT AGENDA – continued**

- EE. Approval of Memorandum of Agreement with C.S.E.A. Full-Time Operational Unit regarding Stipends

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves a Memorandum of Agreement with the C.S.E.A. Full-Time Operational Unit regarding salary stipends for the Custodial and Maintenance Supervisors and authorizes the President of the Board of Education to execute said agreement on behalf of the District.

- FF. Approval of Memorandum of Agreement with Member of the C.S.E.A. Full-Time Clerical Unit

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement with the member of the C.S.E.A. Full-Time Clerical Unit, named in Confidential Schedule “A” (attached), and authorizes the President of the Board of Education to execute said agreement on behalf of the District.

- GG. Approval of Memorandum of Agreement with 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 Patchogue-Medford Congress of Teachers regarding the member named in Confidential Scheduler “A” (attached), and authorizes the President of the Board of Education to execute said agreement on behalf of the District.

- HH. Approval of Side Letter of Agreement with the Patchogue-Medford Congress of Teachers for Additional .2 FTE

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Side Letter of Agreement with the Patchogue-Medford Congress of Teachers and the employee named in Personnel Schedule A1 for the addition of a .2 FTE to their schedule 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 HH 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.**

**16. ITEMS REMOVED FROM THE CONSENT AGENDA FOR A SEPARATE VOTE**

- A. Approval of Policy

Motion offered by Thomas Donofrio, seconded by Jennifer Krieger to wit:  
RESOLVED, that the Board of Education adopts the following policies which were circulated for a first reading:

- 5124.2 Limitations for Grades Issued to Students in Honors and Advanced Placement Classes  
5127.1 Regulations for Selection of Valedictorian, Salutatorian and Class Essayist  
5127.1-R Regulations for Selection of Valedictorian, Salutatorian and Class Essayist – Administrative Regulations

**16. ITEMS REMOVED FROM THE CONSENT AGENDA FOR A SEPARATE VOTE - continued**

5132 Grading Systems

A roll-call vote was taken:

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

The resolution was approved.

**17. APPROVAL OF SPECIAL SCHOOL DISTRICT MEETING ON OCTOBER 18, 2022**

Motion offered by Thomas Donofrio, seconded by Bernadette Smith to wit:

**RESOLUTION OF PATCHOGUE-MEDFORD UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED AUGUST 29, 2022, CALLING A SPECIAL DISTRICT MEETING TO AUTHORIZE THE EXPENDITURE OF MONEYS FOR SCHOOL DISTRICT PURPOSES AND THE LEVY OF A TAX THEREFOR.**

RESOLVED BY THE BOARD OF EDUCATION OF PATCHOGUE-MEDFORD UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK AS FOLLOWS:

Section 1. A Special District Meeting of the qualified voters of Patchogue-Medford Union Free School District, in the County of Suffolk, New York (the “District”), shall be held within the District, on Tuesday, October 18, 2022, at 7:00 o’clock A.M. (Prevailing Time) at the following voting places: (1) South Ocean Middle School, 225 South Ocean Avenue, Patchogue, New York, for those persons residing in Election District No. 1; (2) Medford Elementary School, 281 Medford Avenue, Patchogue, New York, for those persons residing in Election District No. 2; (3) Saxton Middle School, 121 Saxton Street, Patchogue, New York, for those persons residing in Election District No. 3; (4) Tremont Elementary School, 145 Tremont Avenue, Medford, New York, for those persons residing in Election District No. 4; and (5) Eagle Elementary School, 1000 Wave Avenue, Medford, New York, for those persons residing in Election District No. 5; as provided in the Notice calling said Special District Meeting hereinafter prescribed. The voting at such Special District Meeting shall be by voting machine and/or paper ballot, as provided by the Education Law, and the polls shall remain open from 7:00 o’clock A.M. (Prevailing Time) until 9:00 o’clock P.M. (Prevailing Time) on said day and as much longer as may be necessary to enable the voters, then present, to cast their votes.

Section 2. The business to be acted upon at said Special District Meeting shall be as stated in the Notice thereof, and the District Clerk is hereby authorized and directed to cause the Notice of said Special District Meeting to be published in “The Long Island Advance” and “The Long Island Business News,” two newspapers each having a general circulation within the District, such publications to be made four (4) times within the seven (7) weeks next preceding such Special District Meeting, the first publication to be at least forty-five (45) days prior to the date of said Special District Meeting.

Section 3. Said Notice of Special District Meeting shall be in substantially in the following form:

17. **APPROVAL OF SPECIAL SCHOOL DISTRICT MEETING ON  
OCTOBER 18, 2022 - continued**

**NOTICE OF SPECIAL DISTRICT MEETING  
OF PATCHOGUE-MEDFORD UNION FREE SCHOOL DISTRICT,  
IN THE COUNTY OF SUFFOLK, NEW YORK**

**NOTICE IS HEREBY GIVEN** that pursuant to a resolution of the Board of Education of Patchogue-Medford Union Free School District, in the County of Suffolk, New York (the "District"), adopted on August 29, 2022, a Special District Meeting of the qualified voters of said District will be held on

**Tuesday, October 18, 2022**

from 7:00 o'clock A.M. (Prevailing Time) to 9:00 o'clock P.M. (Prevailing Time) at the following voting places:

- |                 |  |
|-----------------|--|
| District No. 1: | South Ocean Middle School<br>225 South Ocean Avenue, Patchogue, New York |
| District No. 2: | Medford Elementary School<br>281 Medford Avenue, Patchogue, New York     |
| District No. 3: | Saxton Middle School<br>121 Saxton Street, Patchogue, New York           |
| District No. 4: | Tremont Elementary School<br>145 Tremont Avenue, Medford, New York       |
| District No. 5: | Eagle Elementary School<br>1000 Wave Avenue, Medford, New York,          |

for the purpose of voting upon the following Bond Proposition:

BOND PROPOSITION

**YES**

**NO**

RESOLVED:

- (a) That the Board of Education of the Patchogue-Medford Union Free School District, in the County of Suffolk, New York (the "District"), is hereby authorized to install new air ventilation units with air conditioning capabilities, including all necessary and related electrical upgrades, in all District buildings, all as further described in the plan prepared for the District by BBS Architects, Landscape Architects, and Engineers, PC, Patchogue, New York and on file and available for public inspection in the office of the District Clerk; all of the foregoing to include the original equipment, machinery, furnishings, apparatus, and all ancillary and related site and other work required in connection therewith; and to expend therefor, including preliminary costs and costs incidental thereto and to the financing thereof, an amount not to exceed the estimated total cost of \$45,000,000; and
- (b) that a tax is hereby voted therefor in the amount of not to exceed \$45,000,000 to finance such cost, such tax to be levied and collected in installments in such years and in such amounts as shall be determined by said Board of Education; and
- (c) that in anticipation of said tax, bonds of the District are hereby authorized to be issued in the aggregate principal amount of not to exceed \$45,000,000 and a tax is hereby voted to pay the interest on said bonds as the same shall become due and payable.

**17. APPROVAL OF SPECIAL SCHOOL DISTRICT MEETING ON  
OCTOBER 18, 2022 - continued**

Such Bond Proposition shall appear on the ballot used for voting at said Special District Meeting in substantially the foregoing form.

**AND FURTHER NOTICE IS HEREBY GIVEN** that voting will be conducted by ballot on voting machines or by paper ballot, as provided in the Education Law and the polls will remain open from 7:00 o'clock A.M. (Prevailing Time) to 9:00 o'clock P.M. (Prevailing Time) and as much longer as may be necessary to enable the voters then present to cast their ballots.

**AND FURTHER NOTICE IS HEREBY GIVEN** that personal registration of voters is required either pursuant to Section 2014 of the New York State *Education Law* or pursuant to Article 5 of the New York State *Election Law*. The register of the qualified voters of the District prepared for the Annual Meeting and Election held on May 17, 2022, shall be used by said Board of Registration as the basis for the preparation of the register for said Special District Meeting to be held on October 18, 2022. If a voter has heretofore registered pursuant to Section 2014 of the New York State *Education Law* and has voted at any annual or special district meeting within the past four (4) calendar years, such voter is eligible to vote at this Special District Meeting; if a voter is registered and eligible to vote pursuant to Article 5 of the New York State *Election Law*, such voter is also eligible to vote at this Special District Meeting. All other persons who wish to vote must register. Voters may register on any school day prior to October 12, 2022, at the Administrative Center, 241 South Ocean Avenue, Patchogue, New York, between the hours of 9:00 o'clock A.M. (Prevailing Time) to 4:00 o'clock P.M. (Prevailing Time), to add any additional names to the registers to be used at the Special District Meeting, at which time any person will be entitled to have her or his name placed on such registers provided that at the meeting of the Board of Registration he or she is known, or proven to the satisfaction of the Board of Registration to be then or thereafter entitled to vote at such Special District Meeting, and that the registers so prepared pursuant to Section 2014 of the *Education Law* of the State of New York and the registration list prepared by the Board of Elections of Suffolk County will be filed in the Office of the District Clerk of the District, Administrative Center, 241 South Ocean Avenue, Patchogue, New York, and will be open for inspection by any qualified voter of the District on weekdays between the hours 9:00 o'clock A.M. (Prevailing Time) to 4:00 o'clock P.M. (Prevailing Time), on and after October 13, 2022, and Saturday by pre-arranged appointment, except Sunday.

**AND FURTHER NOTICE IS HEREBY GIVEN** that the Board of Education has adopted a resolution at a regular meeting providing for absentee ballots in accordance with New York State Education Law, Section 2018-a. Applications for absentee ballots will be obtainable from the Administrative Center, 241 South Ocean Avenue, Patchogue, New York, beginning September 13, 2022, between the hours of 9:00 o'clock A.M. (Prevailing Time) to 4:00 o'clock P.M. (Prevailing Time), on days when school is in session and on the district website ([www.pmschools.org](http://www.pmschools.org)); completed applications must be received by the District Clerk at least seven (7) days before the Special District Meeting, if the ballot is to be mailed to the voter, or the day before the Special District Meeting, if the ballot is to be delivered personally to the voter or their authorized representative. All absentee ballots must be received by the District Clerk not later than 5:00 o'clock P.M. (Prevailing Time), on the day of the Special District Meeting. A list of persons to whom absentee ballots are issued will be available in the Office of the District Clerk for inspection by any qualified voter of the District between the hours of 9:00 o'clock A.M. (Prevailing Time) to 4:00 o'clock P.M. (Prevailing Time), on each of the five (5) days prior to the day set for the Special District Meeting, Saturday by pre-arranged appointment, except Sunday; and said list will be posted at the polling places.

**AND FURTHER NOTICE IS HEREBY GIVEN**, that military voters who are not currently registered may apply to register as a qualified voter of the Patchogue-Medford School District by requesting and returning a registration application to the District Clerk in person, or by email to [dlogan@pmschools.org](mailto:dlogan@pmschools.org) or fax sent to (631) 687-6369. The request for the registration application may include the military voter's preference for receipt of the registration application by either mail, fax or email. Military

17. **APPROVAL OF SPECIAL SCHOOL DISTRICT MEETING ON  
OCTOBER 18, 2022 - continued**

voter registration application forms must be received in the office of the District Clerk no later than 5:00 o'clock P.M. (Prevailing Time), on September 22, 2022.

**AND FURTHER NOTICE IS HEREBY GIVEN**, that military voters who are qualified voters of the Patchogue-Medford School District, may request an application for a military ballot from the District Clerk and return such military ballot application to the District Clerk in person, or by email to [dlogan@pmschools.org](mailto:dlogan@pmschools.org) or fax sent to (631) 687-6369. In order for a military voter to be issued a military ballot, a valid military ballot application must be received in the office of the District Clerk no later than 5:00 o'clock P.M. (Prevailing Time), on September 23, 2022. Military ballot applications received in accordance with the foregoing will be processed in the same manner as a non-military ballot application under Section 2018-a of the Education Law. The application for military ballot may include the military voter's preference for receipt of the military ballot by mail, fax, or email. A military voter's original military ballot application and military ballot must be returned by mail or in person to the office of the District Clerk at 241 South Ocean Avenue, Patchogue, New York 11772 along with the required signed affidavit by the voter.

**AND FURTHER NOTICE IS HEREBY GIVEN**, that military ballots shall be canvassed if they are received by the District Clerk before the close of polls on October 18, 2022 showing a cancellation mark of the United States Postal Service or a foreign country's postal service, or showing a dated endorsement of receipt by another agency of the United States Government; or received not later than 5:00 o'clock P.M. (Prevailing Time), on October 18, 2022 and signed and dated by the military voter and one witness thereto, with a date which is ascertained to be not later than the day before the Special District Meeting.

**AND FURTHER NOTICE IS HEREBY GIVEN** that pursuant to Section 2017 of the *Education Law* of the State of New York, the Board of Education has divided the Patchogue-Medford Union Free School District into five (5) election districts, said districts being bounded and described as follows:

***District No. 1:*** All that portion of the Patchogue-Medford Union Free School District bounded on the south by the Great South Bay; on the east by the easterly boundary line of the District; on the north by the center of Main Street, also known as Montauk Highway; and on the west by the westerly boundary line of the District.

***District No. 2:*** All that portion of the Patchogue-Medford Union Free School District bounded on the south by the center line of Main Street, also known as Montauk Highway; on the east by the easterly boundary line of the District; on the north by the center line of the Sunrise Highway; on the west by the westerly boundary line of the District.

***District No. 3:*** All that portion of the Patchogue-Medford Union Free School District bounded on the south by the center line of the Sunrise Highway; on the east by the easterly boundary line of the District; on the north by the center line of Woodside Avenue; and on the west by the westerly boundary line of the District.

***District No. 4:*** All that portion of the Patchogue-Medford Union Free School District bounded on the south by the center line of Woodside Avenue; on the east by the easterly boundary line of the District; on the north by the center line of the main line of the right-of-way of the Long Island Railroad; and on the west by the westerly boundary line of the District.

***District No. 5:*** All that portion of the Patchogue-Medford Union Free School District bounded on the south by the center line of the main line of the right-of-way of the Long Island Railroad; on the east by the easterly boundary line of the District; on the north by the northerly boundary line of the District; and on the west by the westerly boundary line of the District.

**17. APPROVAL OF SPECIAL SCHOOL DISTRICT MEETING ON  
OCTOBER 18, 2022 - continued**

**AND FURTHER NOTICE IS HEREBY GIVEN** that qualified voters with disabilities who seek information about access to polling places may, in advance of the day of the vote, contact the District Clerk at (631) 687-6370 for information about accessibility.

**AND FURTHER NOTICE IS HEREBY GIVEN** that those voters seeking information regarding this Budget Vote and Election in Spanish should contact the Office of the Superintendent of Schools at (631) 687-6380.

Only qualified voters who are duly registered will be permitted to vote.

BY THE ORDER OF THE BOARD OF EDUCATION

Dated: August 29, 2022

Dennis M. Logan  
District Clerk

Section 4. The vote upon the Bond Proposition to be submitted to the qualified voters shall be by voting machines or by paper ballot, and the District Clerk is hereby authorized and directed to have the necessary ballot printed in form corresponding as nearly as may be with the requirements of the Education Law.

Section 5. The proceeds of the bonds authorized pursuant to the Bond Proposition set forth in Section 3 hereof, and any bond anticipation notes issued in anticipation of said bonds, may be applied to reimburse the District for expenditures made for the purpose or purposes for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 6. This resolution shall take effect immediately.

A roll-call vote was taken:

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

The resolution was approved.

**18. INFORMATION ITEMS**

A. Policy First Reading

The following policy(s) will be circulated for a first reading. If there are no changes, the policy(s) will be included on the October 24, 2022 Board of Education agenda:

1356	Suicide Prevention
2410	Table of Administrative Organization
2451	Nondiscrimination in Education Programs and Activities
2451-R	Nondiscrimination in Education Programs and Activities Regulation
3310	Purchasing Policy
3310-R	Purchasing Policy Regulation
3326	Discontinuance of Claim Form
3434	Claims Auditor
3434.1	Independent Audit Policy
3480	Fund Balance
3545	Transportation Philosophy
3545-R	Transportation Philosophy Regulation
3610	Use of Credit Cards



**18. INFORMATION ITEMS - continued**

3801	Secure Data Destruction Policy
3802-E	Parents' Bill of Rights for Data Privacy and Security
4114.1	Drug and Alcohol Abuse Policy for School Bus Drivers
4114.1-R	Drug and Alcohol Abuse Policy for School Bus Drivers Regulation
4216.5	Director of Facilities
4320	Sick Leave Policy – Return to District Service
4412	Information Security Breach and Notification
4412-R	Information Security Breach and Notification Regulation
5113.2	Student Attendance – Summer High School
5115.2	Tardiness Due to Bus Operations
5117	School Attendance Areas
5117.1	School Attendance Areas – Barton Elementary School
5117.2	School Attendance Areas – Bay Elementary School
5117.3	School Attendance Areas – Canaan Elementary School
5117.4	School Attendance Areas – Eagle Elementary School
5117.5	School Attendance Areas – Medford Elementary School
5117.6	School Attendance Areas – River Elementary School
5117.7	School Attendance Areas – Tremont Elementary School
5117.8	School Attendance Areas – Oregon Middle School
5117.9	School Attendance Areas – Saxton Middle School
5117.10	School Attendance Areas – South Ocean Middle School
5117.11	School Attendance Areas – Patchogue-Medford High
5144	Corporal Punishment
5154.1	Metal Detector Search Procedures
5158	Wellness Policy on Nutrition and Physical Activity
5158-R	Wellness Policy on Nutrition and Physical Activity Regulation
5159	Unlawful Harassment and Bullying
5159-R	Unlawful Harassment and Bullying Regulation
5170	Student Harassment & Bullying Prevention and Intervention (Dignity for All Students)
5170-R	Student Harassment & Bullying Prevention and Intervention (Dignity for All Students) Regulation
5171	Education of Homeless Children
6173	Home Instruction
6173-R	Home Instruction Regulations

**B. Policy Second Reading**

Due to a recommended change, this policy is being presented for a second reading. If no other changes are made, it will be presented at the October 24, 2022 Board of Education meeting:

4216.3	School Lunch Manager
4216.3-R	School Lunch Manager Regulation

**19. SUPERINTENDENT'S REPORT**

Dr. Jones provided a report on her recent activities.

**20. COMMENTS AND QUESTIONS**

Members of the community were given the opportunity to ask questions and make comments. None came forward.

**21. ADJOURNMENT**

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

Motion carried: 7 - Yes; 0 – No

Respectfully submitted,

Dennis M. Logan  
District Clerk