

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

Business Meeting
Saxton Middle School Auditorium
April 11, 2022

PRESIDING OFFICER: Kelli Anne Jennings, President

MEMBERS OF THE BOARD PRESENT AND VOTING: Teresa Balducci-Greenberg, Thomas Donofrio, Jennifer Krieger, Marc Negrin, Bernadette Smith

MEMBERS OF THE BOARD ABSENT: Diana Andrade

OFFICIALS OF THE BOARD PRESENT: Dennis M. Logan, District Clerk; Richard Guercio, General/Labor Counsel; Lisa Hutchinson, General/Labor Counsel; Reesa Miles, General/Labor Counsel; Gregory Gillen, General/Labor Counsel

ADMINISTRATIVE STAFF PRESENT AND REPORTING: Donna Jones, Superintendent of Schools; Joey Cohen, Assistant Superintendent for Human Resources; Lori Cannetti, 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 order in Room 124 of Saxton Middle School at 6:03 p.m.

2. EXECUTIVE SESSION

Motion offered by Teresa Balducci-Greenberg, seconded by Marc Negrin to wit:

RESOLVED, that the Board of Education hereby enters Executive Session to conduct a confidential employment interview, employee tenure reviews, discussion regarding agreements and negotiations with the district's collective bargaining units at 6:04 p.m.

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

3. RESUME PUBLIC SESSION AND DEPARTURE OF ATTORNEYS

Ms. Jennings called the meeting to order in Public Session, at 7:05 p.m. in the Saxton Middle School Auditorium.

School Attorneys Richard Guercio and Gregory Gillen departed the meeting at this point.

4. WELCOME AND GROUND RULES

District Clerk Dennis Logan explained the ground rules for the meeting.

5. PRESENTATIONS AND REPORTS

A. Employees of the Month

Assistant Superintendent for Human Resources Joey Cohen recognized the April Employees of the Month who are:

5. **PRESENTATIONS AND REPORTS – (continued)**

- Carmen Rodriguez, Security Person at Canaan Elementary School
- Yenifer Mercado, Elementary Humanities Chairperson
- Kevin Petrosino, Elementary STEM Chairperson

B. Equity Committee Presentation

Members of the District Equity Committee made a presentation about the district's equity initiative.

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

Student Ex-Officio Member Sean Owen provided his monthly report for those present.

7. **DEPARTURE OF BOARD OF EDUCATION MEMBER**

Board of Education Member Bernadette Smith departed the meeting at 8:47 p.m.

8. **PUBLIC COMMENT ON PRESENTATIONS AND AGENDA ITEMS**

Members of the public were given the opportunity to comment on the presentations and Consent Agenda items. None came forward.

9. **CONSENT AGENDA**

Motion offered by Thomas Donofrio, seconded by Teresa Balducci-Greenberg to approve the Consent Agenda (Items A through O) as follows:

A. Approval of Minutes

RESOLVED, that the Board of Education hereby approves the following meeting minutes:

- March 21, 2022 – Business Meeting
- April 4, 2022 – Special Meeting

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 LOA>Returns
- B1. Operational Staff
- B2. Operational Staff LOA>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.

9. **CONSENT AGENDA** – (continued)

C. STANDARD WORK DAY RESOLUTION FOR NEWLY ESTABLISHED POSITIONS

WHEREAS, the district has established the positions of Full-Time Computer Aide and Full-Time Special Education Aide and

WHEREAS, the Board of Education must approve a Standard Work Day for these positions, therefore, be it

RESOLVED, that the Standard Work Day for the Full-Time Computer Aide position shall be 7.25 hours per day and the Standard Work Day for the Full-Time Special Education Aide shall be 6.75 hours per day for the remainder of the 2021-2022 school year.

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

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

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

E. Acceptance of Financial Reports

RESOLVED, that the Board of Education hereby accepts the following financial reports for the period from February 1, 2022 to February 28, 2022:

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
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

F. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period from March 11, 2022 through March 31, 2022, in the amount of \$547,500.00, as provided to the Board of Education.

9. CONSENT AGENDA – (continued)

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

G. Approval of Contracts

RESOLVED, that the Board of Education hereby approves the following contracts as presented to the Board of Education:

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	Blue Sky Fireworks	Fireworks Agreement for 2022 Graduation	\$6,100.00; Rate has increased by \$200.00 over 2021	No	Attorney Approved Template	Yes
2.	Brentwood UFSD	Health Services (REVENUE)	\$1,076.35 for 2021-2022	No	Attorney Approved District Template	Yes
3.	Comsewogue UFSD	Health Services (REVENUE)	\$1,076.35 for 2021-2022	No	Attorney Approved District Template	Yes
4.	Dancer, Daniel	Consultant Services	\$7,577.00	Yes	Attorney Approved District Template	No
5.	Department of the Army	Liability Agreement	No fee associated with this agreement	Yes	Vendor Template	No
6.	Electrical HVAC/R Training Center	Consultant Services	\$1,600.00; Rate has decreased, based on the number of participants, by \$300.00 from 2020-2021	No	Attorney Approved District Template	Yes
7.	Encore X, LLC	Consultant Services	\$72,505.50	No	Attorney Approved Template	Yes
8.	Hometown Ticketing, Inc.	Digital Ticketing Agreement for Senior Prom	POS Orders will charge customer the ticket face value plus CC fees of 5% per transaction. Fee last year was 2.7% plus \$.05 per transaction	No	Not Necessary	Yes
8.	Longwood CSD	Health Services (REVENUE)	\$1,076.35 for 2021-2022	No	Attorney Approved District Template	Yes
9.	Longwood CSD	Special Education Services – District of Location	In accordance with Educ. Law 3602-c and the regulations established by the Comm. of Educ.	No	Attorney Approved District Template	Yes

9. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
10.	Middle Country CSD	Health Services (REVENUE)	\$1,076.35 for 2021-2022	No	Attorney Approved District Template	Yes
11.	Policy Find	Confidential Insurance Archeology	Not to exceed \$8,500.00	Yes	Vendor Template	No
12.	Riverhead CSD	Health Services (REVENUE)	\$1,076.35 for 2021-2022	No	Attorney Approved District Template	No
13.	Sachem CSD	Health Services (REVENUE)	\$1,076.35 for 2021-2022	No	Attorney Approved District Template	Yes
14.	Sachem CSD	Special Education Services – District of Location	In accordance with Educ. Law 3602-c and the regulations established by the Comm. of Educ.	No	Attorney Approved District Template	Yes
15.	South Country CSD	Health Services (REVENUE)	\$1,076.35 for 2021-2022	No	Attorney Approved District Template	Yes
16.	South Country CSD	Special Education Services – District of Location	In accordance with Educ. Law 3602-c and the regulations established by the Comm. of Educ.	No	Attorney Approved District Template	Yes
17.	South Huntington UFSD	Health Services	Per pupil rate is \$817.80 for 2021-2022; Rate has increased by \$18.94 per pupil over 2021-2022	No	Attorney Approved Template	Yes
18.	Staples Connect	Donation Agreement	No cost associated with this agreement	Yes	Vendor Template	No
19.	William Floyd UFSD	Health Services (REVENUE)	\$1,076.35 for 2021-2022	No	Attorney Approved District Template	Yes

H. Approval of Bid Awards

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

- #2013-15 Pupil Transportation: Montauk Bus Service, Inc.
- #2020-02 Inspection & Repairs of FCI Fire Alarm Systems Bid: J&K Alarms
- #2020-03 Snow Plow Bid: Laser Industries, Inc.

9. **CONSENT AGENDA** – (continued)

- #2020-06 Repair & Service of Oil/Fuel/Acid Tank Alarm Systems: G&M Dege, Inc.
- #2020-08 Special Education RFP for Behavioral Intervention Consultation:
 - Blue Sea Educational Consulting, Inc.
 - Helping Hands Licensed Behavior Analyst Services, PLLC
 - LIDC Services, Inc.
 - NSSA
 - New York Therapy Placement Services, Inc.
 - Out East Therapy of NY
- #2020-10 Security System Maintenance Bid: J&K Alarms
- #2021-01 Universal Pre-Kindergarten Services:
 - Just Kids Early Childhood Learning Center
 - The New Interdisciplinary School
 - SCOPE Education Services
- #2021-02 Floor Mats: American Pad, Inc.
- #2021-03 Special Education RFP for Related Services:
 - All About Kids SLP, OT, PT, LMSW, Psychology PLLC
 - Apex Therapeutic Services, LLC
 - Blue Sea Educational Consulting, Inc.
 - Complete Rehabilitation PT, OT, SLP of the Hamptons PLLC
 - Metro Therapy, Inc.
 - Mindful Kid
 - New York Therapy Placement Services, Inc.
 - Tender Age PT, Inc.
 - The Speech Language Place
 - Theralympic Speech, PLLC
- #2021-04 Communications/Public Relations: Arrow Media
- #2021-06 Summer Transportation RFP: Montauk Bus Service, Inc.
- #2022-06 Services for Treated Dust Mops & Cloths: American Pad, Inc.
- #2022-07 Assistive Technology RFP: Michelle Tor, Inc.
- #2022-10 Bond Counsel RFP: Hawkins Delafield & Wood LLP

I. Disposition of Obsolete Items

RESOLVED, that the Board of Education hereby authorizes disposition of the following books and equipment:

- Library books (*located at Barton Elementary School*)
- 1998 Ford Mini Bus, VIN #1FDSE37F4WHB13364, 263,826 miles, License Plate # AN9004
- 2001 Dodge Ram Pick Up, VIN #3B7KF26Z11M572329, 103,179 miles, License Plate # AN8983
- Meyer Truck Mounted Salt/Sander, Serial #0316-51550, PM Tag #PAT6997
- One Artley Clarinet, Serial #78383 (*located at Bay Elementary School*)
- One Martin Bari. Saxophone, Serial #114571 (*located at Saxton Middle School*)
- One Epson Printer, Model # Workforce WF-7710, Serial #X45Q071535, PM Tag #PAT4255 (*located at Medford Elementary School*)

9. CONSENT AGENDA – (continued)

J. Acceptance of Donation

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

- \$1,600.00 to the Patchogue-Medford High School Key Club from the Kiwanis Club of Patchogue Charitable Foundation Inc. to be used to partially cover the cost of the Leadership Training Conference on March 25, 2022 to March 27, 2022.

K. Approval of Scholarship

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

- **THE WORK-BASED LEARNING PROGRAM AWARD**, in the amount of \$250 will be awarded to a student in the work-based Learning Program based on involvement with the various Work-Based Learning Program initiatives throughout the student's time at Patchogue-Medford High School.

L. 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.

M. Approval to Participate in Joint Municipal Cooperative Bidding Program

WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

WHEREAS, the Patchogue-Medford UFSD, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant. Be it

RESOLVED, that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and Be it further

RESOLVED, that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and be it further

RESOLVED, that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and be it further

RESOLVED, that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j. and be it further

9. **CONSENT AGENDA** – (continued)

RESOLVED, that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j. and be it further

RESOLVED, that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

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.	Lori Goldstein	CPI – Non Violent Crisis Intervention Training	May 3, 2022 through May 5, 2022	Crisis Prevention Institute	\$3,899.00	District
2.	Miriam Walls	CPI – Non Violent Crisis Intervention Training, Plainview, New York	May 3, 2022 through May 5, 2022	Crisis Prevention Institute	\$3,899.00	District

O. Authorization of Student Trips

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

TRIP #501541: Approximately 168 Saxton Middle School 8th grade students accompanied by Christopher Kelly, Elisha Tricoche, Matthew Krawczyk, Alyssa Loftus, Jeffrey Hansen, Robert DeSilva, Christopher Angelora, Rita Krepela, Jessica Klaric, Timothy Ritter and 22 additional parental chaperones will travel to Six Flags Great Adventure, Jackson Township, New Jersey on Thursday, May 19, 2022. The cost to the students is approximately \$110.00. Bus transportation will be provided by Northfork Express. There is no cost to the district as no substitute teachers are needed.

TRIP #R501574: Approximately 6 High School Students accompanied by Damian Walsh will travel to Syracuse, New York for a Skills USA Competition on Wednesday, April 27, 2022 and return Friday, April 29, 2022. There is no cost to the students. Transportation will be provided by Montauk Bus to Milliken Tech Center and a shared bus provided by ES BOCES to Syracuse. There is no cost to the district as no substitute teachers are needed.

End of Consent Agenda

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

**Diana Andrade – Absent
Teresa Balducci-Greenberg – Yes
Thomas Donofrio - Yes
Jennifer Krieger - Yes**

**Marc Negrin – Yes
Bernadette Smith - Absent
Kelli Anne Jennings – Yes**

The Consent Agenda was approved.

END OF CONSENT AGENDA

10. INFORMATION ITEMS

Policy First Reading

The following policies will be circulated for a first reading. If there are no changes, the policies will be included on the May 23, 2022 Board of Education agenda:

- 1220.3 Council for the Arts and Humanities (for removal)
- 1322 Relations with Booster Organizations
- 2110 Position Description Superintendent of Schools
- 2140 The Annual Evaluation of the Superintendent of Schools and Executive Administrative Staff Reporting to the School Superintendent
- 4410 Technology Acceptable Use Policy
- 5124.3 Limitation for Grades Issued to Students in Elementary Gifted and Talented Programs (for removal)
- 5127.1 Regulations for Selection of Valedictorian, Salutatorian and Class Essayist
- 6120.1 High School Philosophy and Objectives
- 6144 Religious Themes in School Programs
- 6145 Extracurricular Activities Off-Site
- 6146 Driver Education Instruction
- 6164.2 School Counseling Services
- 6177 Guidelines for Armed Services Recruitment in the High School

11. SUPERINTENDENT'S REPORT

Dr. Jones discussed her recent activities and topics of importance.

12. COMMITTEE REPORTS

The chair people of Board of Education committees reported on the activities of their committees.

13. COMMENTS AND QUESTIONS

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

14. BOARD MEMBER COMMENTS

Members of the Board of Education provided comments.

15. ADJOURNMENT

Motion offered by Teresa Balducci-Greenberg, seconded by Jennifer Krieger to wit:

RESOLVED, that there being no further items for discussion, the meeting is adjourned at 9:09 p.m.

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

Respectfully submitted,

Dennis M. Logan
District Clerk