

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

Business Meeting  
Saxton Middle School Auditorium  
December 20, 2021

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

**MEMBERS OF THE BOARD PRESENT AND VOTING:** Diana Andrade, Teresa Baldinucci-Greenberg, Jennifer Krieger, Marc Negrin, Bernadette Smith

**MEMBERS OF THE BOARD ABSENT:** Thomas Donofrio

**OFFICIALS OF THE BOARD PRESENT:** Dennis M. Logan, District Clerk; Richard Guercio, General/Labor Counsel; Lisa Hutchinson, 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 6:01 p.m.

**2. EXECUTIVE SESSION**

Motion offered by Marc Negrin, seconded by Jennifer Krieger to wit:  
RESOLVED, that the Board of Education enters Executive Session in order to conduct confidential employment interviews for a position at the High School, a Due Process Complaint, an employee discipline matter and Memoranda of Agreement with district bargaining units, at 6:02 p.m.

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

**3. ARRIVAL OF BOARD MEMBER**

Board of Education member Bernadette Smith arrived and joined Executive Session at 6:11 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 8:11 p.m.

**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 including the mandatory wearing of face coverings.

7. **CONSENT AGENDA**

**Motion offered by Marc Negrin, seconded by Teresa Balducci-Greenberg to approve the Consent Agenda (Items A through P) as follows:**

A. Approval of Minutes

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

- November 22, 2021 – Business Meeting Minutes
- December 6, 2021 – 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
- A3. Instructional Staff Payouts
- B1. Operational Staff
- B2. Operational Staff Leaves of Absence/Returns
- B3. Operational Staff Payouts

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 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. Approval of Construction Program Change Orders

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following construction change order:

- Change Order #1 – RENU Contracting Restoration – Art & Science Room Reconstruction at Patchogue-Medford High School – Standard Sinks: Furnish six (6) standard drop-in sinks and strainer, furnish six (6) faucets; ADA Sinks: Furnish three (3) ADA drop-in sinks and strainer, furnish three (3) faucets; Notes: 1) Countertops to be cut /polished by casework contractor, 2) Sink to be set by casework contractor, 3) Sink connections are part of base bid.– Total Cost of \$18,055.00

10. **CONSENT AGENDA** – (continued)

E. Acceptance of Financial Reports

RESOLVED, that the Board of Education hereby accepts the following financial reports of the October 2021 period:

1. Treasurer’s Report
2. Claims Auditor Letter
3. Claims Auditor Reports
  - Payroll Schedule Audit Report
  - Payroll Adjustments Report
  - Substitute Teacher Report (Budget)
  - 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. Addition or Revision of Classroom Activity Account
7. Scholarship Activity Fund
8. General Fund Financial Reports
9. School Lunch Fund Financial Reports
10. Special Aid Fund Financial Reports
11. Capital Projects Fund Financial Reports
12. Miscellaneous Special Revenue Funds Reports
13. Debt Service Fund Financial Reports
14. Workers’ Comp. Reserve Financial Reports
15. Budget Transfer Query
16. Capital Project Report (7/01/99 – Present)
17. Warrants

F. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period November 13, 2021 through December 10, 2021 in the amount of \$3,824,391.13, as provided to the Board of Education.

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

G. Approval of Contracts

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

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	American Red Cross	Emergency Shelter Agreement	No cost to District – Reimbursement from Red Cross (see contract)	No	Attorney Approved Template	Yes
2.	Brown & Brown of Garden City, Inc.	Business Associate Agreement	N/A	Yes	Attorney Approved Template	Yes
3.	Central Islip UFSD	Health Services	Per pupil rate is \$1,091.41; An increase of \$56.51 per pupil over 2020-2021	No	Attorney Approved Template	Yes

10. **CONSENT AGENDA** – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
4.	FBA of Syosset	Business Associate Agreement	N/A	Yes	Vendor Template	Yes
5.	FBA of Syosset	Flexible Compensation Agreement	\$4.75 per employee, per month; Rate has increase by \$0.50 per employee from previous agreement	Yes	Vendor Template	Yes
6.	Frascogna, Jennifer	Adult Ed Instruction	\$25.00 per hour for a maximum of 40 hours for the Winter 2021-2022 semester	No	Attorney Approved District Template	No
7.	Island Harvest Food Bank	Food Pantry	No cost associated with this agreement	Yes	Vendor Template	Yes
8.	Social Skills for Children, Inc.	Consultant Services	\$800.00 per workshop; Not to exceed \$6,400.00	No	Attorney Approved District Template	No
9.	South Huntington UFSD	Special Education Services – District of Residence	In accordance with NYS Law and procedures established by NYSED	No	Attorney Approved Template	Yes
10.	SUNY Old Westbury	Memorandum of Agreement	No cost associated with this agreement	Yes	Attorney Approved Template	No
11.	Tecogen	Maintenance Agreement	See contract for specific rates	No	Not Necessary	Yes
12.	West Islip UFSD	Special Education Services – District of Residence	In accordance with Education Law Section 3602-c and the Regulations or Rules of the Comm. of Education	No	Attorney Approved District Template	Yes

H. Disposition of Obsolete Items

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

- Brother Printer/Fax Machine, Model # DCP-8060, Serial # U61506C6J143873 (*located in the Business Office*)
- Assorted Technology Equipment (*located Districtwide*)
- One Martin Yale 1611 folding machine, Serial #701C04.01788.J37, PM Tag #20096205 (*located in Instructional Services*)

I. Acceptance of Donation

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

- \$100.00 from James O. Porter and Ruth F. Bressler to Oregon Middle School’s General Organization.
- \$200.00 from Jeanmarie Jaycox to the Patchogue-Medford Family Center.

10. **CONSENT AGENDA** – (continued)

- \$2,000.00 in Target gift cards from Spotlight on Children to the Patchogue-Medford Family Center.
- \$2,500.00 from Island Outreach Foundation to Medford Elementary School’s Holiday Assistance program.

J. Approval of Authorization for Student Trips

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

- TRIP #R501430: Approximately 5 High School students accompanied by Steven Cole and Assistant Coach Scott Hicks, will travel to the Ocean Breeze Athletic Complex in Staten Island, NY on December 18, 2021 for a Boys Winter Track Meet – Invitational. There is no cost to the students. Transportation will be provided by Montauk Bus (cost paid by the Athletic Department). There is no cost to the district as no substitute teachers are needed.
- TRIP #R501432: Approximately 25 High School students accompanied by Craig Collins and Jennifer Simmons will travel to the Ocean Breeze Athletic Complex in Staten Island, NY on December 19, 2021 for a Girls Winter Track Meet – Invitational. There is no cost to the students. Transportation will be provided by Montauk Bus (cost paid by the Athletic Department). There is no cost to the district as no substitute teachers are needed.
- TRIP #R501434: Approximately 40 High School students accompanied by Steven Cole and Scott Hicks will travel to the Ocean Breeze Athletic Complex in Staten Island, NY on January 8, 2022 for a Boys Winter Track Meet. There is no cost to the students. Transportation will be provided by Montauk Bus (cost paid by the Athletic Department). There is no cost to the district as no substitute teachers are needed.

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

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

ART DEPARTMENT

ADDITION: Advanced Jewelry Making (Half Year)  
Prerequisite: Jewelry Making

Reason: Jewelry making has been taken over by a new teacher and students have been interested in and asking about an Advanced Jewelry Making class and advanced jewelry making techniques and skills.

BUSINESS DEPARTMENT (MIDDLE SCHOOL)

ADDITION: JV Virtual Enterprise  
Prerequisite: None

Reason: JV Career Academy is a two-year program that enables 7th and 8th graders to develop technology and entrepreneurial skills by starting and managing business ventures. The Career Academy will also engage students in fun and exciting competitions as well as after-school activities that build 21st Century skills in business, communication, and technology. The VE-JV Career Academy offers a real-world context for learning about business and careers. The classroom is converted into a

10. **CONSENT AGENDA** – (continued)

workplace setting that allows business thinking to flourish. Students also apply and reinforce academic concepts across many subjects.

CAREER AND TECHNICAL EDUCATION

ADDITION: 2D and 3D Digital Animation (Full Year)

Prerequisite: None

Reason: Data from the CTE survey given, ES BOCES enrollment and current employment trends indicate that this industry is in demand.

ADDITION: Fashion Design and Merchandising (Full Year)

Prerequisite: None

Reason: The CTE survey presents evidence students are interested in having a class available that allows them to design clothing and learn more about the fashion industry. Working with our local businesses and colleges students will have the ability to pursue a pathway in the industry after graduation.

MATHEMATICS/COMPUTER SCIENCE DEPARTMENT

ADDITION: Principles of Cybersecurity (Full Year)

Prerequisite: Web Design - Java

Reason: This course focuses on the ever-increasing need to secure personal, organizational and national technological information in today's world.

CHANGE IN COURSE TITLE:

Old Course Name: Robotics and Animation Programming

New Course Name: Introduction to Programming Using Animation and Game Design

MUSIC DEPARTMENT

ADDITION: Songwriting & Digital Music (Half Year)

Prerequisite: None

Reason: The introduction of the bridge course – Songwriting and Digital Music – also takes the Music Theory Curriculum into the 21<sup>st</sup> Century & presents the material in a fresh and relevant manner appealing to students (particularly to non-ensemble students). After the conclusion of this course, which we propose to be a half-credit (every other day or half year). Students would be well-positioned to continue into Music Theory.

READING DEPARTMENT

ADDITION: SAT Prep: Critical Reading Skills (Half Year)

Prerequisite: Open to students in grades 11, 12

Reason: Students often struggle with standardized testing. This course will provide them with test taking strategies when working for the Reading portion of the SAT exam. Critical reading skills will enable them to determine how to approach the questions that are asked on the exam.

CHANGE IN COURSE TITLE:

Old Course Name: Lit Support 9; Lit Support 10

New Course Name: Personalized Learning Lab: English 9, 10

DELETION: Literacy Support: Wilson 1402, 1403, 1404

Reason: Low enrollment has caused class sizes of 1 or 2. Drops from course at school start has caused no enrollment in sections.

10. **CONSENT AGENDA** – (continued)

SECONDARY HUMANITIES

ADDITION: Introduction to Journalism (Half Year)

Prerequisite: None

Reason: This course was created to teach students how to critically think and write in a journalistic fashion. Students will engage in research, drafting, editing, revising and publishing articles and other related content.

TECHNOLOGY DEPARTMENT

ADDITION: Drone Technologies (Half Year)

Prerequisite: None

Reason: Various industries are using drone technologies to deliver goods, analyze properties, identifies infrastructure needs, evaluate weather related damages, and protect our national security. Students who complete the course are able to use the skills learned and apply them to residential and commercial applications to generate income.

L. Approval of Addition of Textbooks to Official Listing

RESOLVED, that the Board of Education hereby authorizes that the textbooks listed below be added to the official listing:

ENGLISH

Title: We Beat the Street  
Author: Davis, Jenkins, Hunt & Draper  
Copyright: 2005  
Publisher: Puffin Books  
Grade(s): 8  
Type: Supplemental Text

Title: Code Talker  
Author: Bruchac  
Copyright: 2005  
Publisher: Speak: An Imprint of Penguin Group  
Grade(s): 8  
Type: Supplemental Text

M. Approval of Board of Education Members to Attend Conference

RESOLVED, that the Board of Education authorizes all members of the Board of Education to participate in a two-part webinar hosted by the Nassau-Suffolk School Boards Association on Thursday, January 6, 2022 and Monday January 31, 2022 regarding Cyber Security and Education Law at no cost to the district.

N. Policy Adoption

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

- 3545 Transportation Philosophy
- 3545-R Transportation Philosophy Regulations
- 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

**10. CONSENT AGENDA – (continued)**

- 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 School
- 5149 Notification of Release of Convicted Sex Offenders
- 6156 Parent and Family Engagement

O. Approval of Memorandum of Agreement regarding Full Time Classroom Aides

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves a Memorandum of Agreement with the Part-Time CSEA Unit and the Full Time CSEA Clerical Unit to establish Full-Time Classroom Aides and authorizes the President of the Board of Education to execute said Memorandum of Agreement on behalf of the District.

P. Approval of Memorandum of Agreement with the Patchogue-Medford Congress of Teachers regarding After School Collaboration

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves a Memorandum of Agreement with the Patchogue-Medford Congress of Teachers regarding After-School Collaboration and authorizes the President of the Board of Education to execute said Memorandum of Agreement on behalf of the District.

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

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

**Marc Negrin - Yes  
Teresa Bernadette Smith - Yes  
Kelli Anne Jennings - Yes**

**The Consent Agenda was approved.**

**END OF CONSENT AGENDA**

**11. ADJOURNMENT**

Motion offered by Bernadette Smith, seconded by Marc Negrin to wit:  
RESOLVED, that there being no further items for discussion, the meeting is adjourned at 8:15 p.m.

Motion carried: 6 - Yes; 0 – No; 1 – Absent (T. Donofrio)



December 20, 2021  
Business Meeting

Respectfully submitted,

Dennis M. Logan  
District Clerk