

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

Business Meeting
Via Teleconference Due to Covid-19 Virus
Broadcasted via the Zoom Application
January 24, 2022

PRESIDING OFFICER: Kelli Anne Jennings, President

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

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

ADMINISTRATIVE STAFF PRESENT AND REPORTING: Donna Jones, Superintendent of Schools; 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 order on the Zoom application at 6:03 p.m.

2. EXECUTIVE SESSION

Motion offered by Marc Negrin, seconded by Diana Andrade to wit:
RESOLVED, that the Board of Education hereby enters Executive Session to conduct a confidential discussion regarding agreements and negotiations with the district's collective bargaining units, and the compensation of an operation supervisor at 6:03 p.m.

Motion carried: 4 - Yes; 0 – No; 3 – Absent (T. Balducci-Greenberg,
T. Donofrio, B. Smith)

3. ARRIVAL OF BOARD MEMBERS

Board of Education Members Teresa Balducci-Greenberg and Bernadette Smith arrived and joined Executive Session at 6:08 p.m.

Board of Education Member Thomas Donofrio arrived and joined Executive Session at 6:15 p.m.

4. RESUME PUBLIC SESSION

Ms. Jennings called the meeting to order in Public Session, at 8:10 p.m. via the Zoom webinar application.

5. WELCOME AND GROUND RULES

Ms. Jennings explained the ground rules for the meeting.

6. PRESENTATIONS AND REPORTS

A. Employees of the Month

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

- Christine Zumpol – Food Service Worker at Canaan Elementary School
- Audra Zakar – Teacher at Saxton Middle School
- Leo Moses – Security Guard at Patchogue-Medford High School

B. Presentation on Greenhouse Project

Director of Secondary STEM, Math and Science Lou Stellato and Director of Secondary ENL, Bilingual and World Languages Michelle Marrone along with teachers and students presented an update on the district’s greenhouse project at Patchogue-Medford High School.

7. REPORT BY EX-OFFICIO STUDENT MEMBER

Ex-Officio Student Member Sean Owen presented his monthly report to those present.

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.

9. CONSENT AGENDA

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

A. Approval of Minutes

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

- December 20, 2021 – Business Meeting Minutes
- January 10, 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 one (1) 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
- A3. Instructional Staff Payouts
- B1. Operational Staff
- B2. Operational Staff LOA>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

9. **CONSENT AGENDA – (continued)**

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 Rates of Pay for Leave Replacement Teachers in Position Exceeding Thirty (30) Consecutive Days

WHEREAS, on July 7, 2021, the Board of Education, as part of a resolution approving the rates of pay for substitute teachers, teaching assistants, and nurses, approved the payment of permanent substitutes (long term paid leaves) at a rate of \$145.00 per day, which included leave replacement teachers; and

WHEREAS, the Board of Education, upon the recommendation of the Superintendent of Schools, desires to increase the rate of pay for those leave replacement teachers who serve in the same assignment for thirty (30) or more consecutive days to \$250.00 per day, effective January 25, 2022, prospectively and not retroactively, (i.e. with January 25, 2022 being the first day of employment for the purposes of such thirty (30) day calculation); now, therefore, be it

RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools to employ substitute teachers, leave replacement teachers, substitute teaching assistants, and substitute nurses at the following rates:

Per Diem Substitute Teachers	\$130 per day
Permanent Substitutes (long term paid leaves) and Leave Replacement Teachers employed for less than 30 consecutive days in the same assignment and/or for more than 30 consecutive days in the same assignment from July 1, 2021 up through and including January 24, 2022	\$145 per day
Leave Replacement Teachers employed for 30 or more consecutive days, on or after January 25, 2022 (i.e. with January 25, 2022 being the first day of employment for the purposes of such thirty (30) day calculation);	\$250 per day
Per Diem Substitute Teaching Assistants	\$105 per day
Substitute Nurses	\$180 per day

D. 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 Stipulation Agreement with the Patchogue-Medford Congress of Teachers regarding grievances by members of the Congress of Teachers regarding COVID testing and authorizes the President of the Board of Education to execute said agreement on behalf of the district.

E. 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

9. **CONSENT AGENDA – (continued)**

F. Acceptance of Financial Reports

RESOLVED, that the Board of Education hereby accepts the following financial reports the November 2022 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. 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

G. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period from December 11, 2022 through January 12, 2022, in the amount of \$48, 900.00, as provided to the Board of Education.

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

H. 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.	Ameritas Life Insurance Corp. of New York (via Choice Plans, Inc.)	Renewal Letter Individual and Family Dental Plan Coverage for PMCT, PMAA, PMDA and Administrators	Individual: \$4.00 per eligible employee per month; Rate is unchanged from 2018-2021 agreement Family: \$103.28 per eligible employee’s family; An increase of \$4.96 over 2018-2021 agreement	Yes	Vendor Template	Yes
2.	East Islip UFSD	Health Services	\$1,025.98 per pupil in 2021-2022; An increase of \$66.36 per pupil over 2020-2021	No	Attorney Approved Template	Yes

9. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
3.	SEPA Mujer, Inc.	Consultant Services	No fee associated with this agreement	Yes	Vendor Template	No
4.	The Spotlight Project	Consultant Services	No fee associated with this agreement	Yes	Attorney Approved District Template	No
5.	Three Village CSD	Special Education Services	In accordance with the Educ. Law and Regulations of the Comm. of Educ.	No	Attorney Approved Template	Yes
6.	Uniondale UFSD	Health Services	Per pupil rate of \$934.27 for the 2021-2022 school year; An increase of \$26.00 per pupil in 2020-2021	No	Attorney Approved Template	Yes
7.	Veolia ES Technical Solutions LLC	Consultant Services	See Exhibit A for detailed pricing	No	Vendor Template	Yes

I. Disposition of Obsolete Items

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

- Library Books (*located at Tremont Elementary School Library*)
- Assorted Elementary Humanities Textbooks (*located at South Ocean Middle School*)

J. Acceptance of Donations

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

- \$1,000.00 from the Great American Rivalry Series to the Patchogue-Medford UFSD's athletic program.
- Four (4) Flex-Space Premium Wobble Chairs -16 - Blue (4 @ \$89.99 = \$359.96); One (1) Magnetic Display Shelves (1 @ \$39.99 = \$39.99); One (1) Giant Magnetic Regrouping Chart (1 @ \$39.99 = \$39.99); One (1) Intermediate Reading Trackers – Set of 30 (1 @ \$19.99 = \$19.99); One Multiplication Power Pen Quiz Cards (1 @ \$10.99 = \$10.99); One Addition Power Pen Quiz Cards (1 @ \$10.99 = \$10.99); One (1) Star Student Wristbands (1 @ \$5.99 = \$5.99); and One (1) Painted Palette Birthday Badges (1 @ \$5.49 = \$5.49) through www.donorschoose.org to Mrs. Diakakis's 4th and 5th Grade class at Medford Elementary for the "Mrs. Diakakis's Amazing Students" project.

K. Approval of Scholarships

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

- "THE DENNIS WUSTENHOFF MEMORIAL SCHOLARSHIP" in the amount of \$1,000.00 will be awarded to one student with an academic average of 85% or higher who plans to seek a career in law enforcement or the criminal justice system; someone who isn't perfect, but always strives to do the right thing.

9. **CONSENT AGENDA** – (continued)

- The “PMHS HOF SCIENCE ACHIEVEMENT SCHOLARSHIP” in the amount of \$1,000.00 will be awarded to a student with a GPA between 3.0 and 4.0 who plans to attend college and pursue a career in any scientific field including medicine and who provide two recommendation letters from Science teachers.
- The “PMHS HOF COMMUNITY SERVICE SCHOLARSHIP” in the amount of \$1,000.00 will be awarded to a student who has had a positive impact on PMHS through community service, volunteerism and other means and who provides two letters of recommendation from teachers or community volunteers.

L. Non-Resident Tuition Rates

RESOLVED, that the Board of Education hereby approves the below tuition rate for the 2021-22 school year. The estimated rates for the 2021-22 school year are as follows:

Regular Education Pupils:

Full Day K-6	\$9,056 (Final 2020-21 rate \$10,625)
Grades 7-12	\$12,876 (Final 2020-21 rate \$15,539)

Special Education Pupils:

Full Day K-6	\$35,953 (Final 2020-21 rate \$41,768)
Grades 7-12	\$39,773 (Final 2020-21 rate \$46,682)

M. Receipt of Risk Assessment Report from Internal Auditor

RESOLVED, that the Board of Education acknowledges receipt of the Updated Risk Assessment Report for the 2021-2022 Fiscal Year, prepared by Cerini and Associates, as presented to the Board.

N. Receipt of Follow-Up Reports from Internal Auditor

RESOLVED, that the Board of Education acknowledges receipt of the December 2021 Review of Human Resources (February 2018), Special Education Revenues and Expenditures (May 2019), Payroll and Human Resources (May 2020) submitted by Cerini and Associates, the district’s Internal Auditor as presented to the Board.

O. Authorization for Student Trips

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

TRIP #501431: Approximately 165 Saxton 8th grade students accompanied by Christopher Kelly, E. Tricoche, M. Krawczyk, A. Loftus, J. Hansen, R. DeSilva, C. Angelora, R. Krepela, J. Klaric, T. Ritter and 15 additional parental chaperones will travel to Six Flags Great Adventure, Jackson Township, NJ on May 13, 2022. The cost to the students is approximately \$110.00. Bus transportation was booked with ES BOCES. There is no cost to the district as no substitutes are needed.

TRIP #501442: Approximately 21 High School students accompanied by Craig Collins will travel to the Armory Track, New York, NY on December 28, 2021 to attend a Girls Winter Track Meet. There is no cost to the students for the trip. Transportation will be provided by Montauk Bus. There is no cost to the district as no substitutes are needed.

9. CONSENT AGENDA – (continued)

P. Approval of Attendance at Conferences

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

#	Staff Member(s)	Name of Conference and Location (City, State)	Date(s)	Professional Organization Sponsoring Conference	Cost	District or Grant Funded
1.	Ryan Cox	NYS Athletic Administrators Conference; Saratoga Springs, New York	March 15, 2022 through March 18, 2022	NYS Athletic Administrators Association	\$1,598.59	District

Q. Policy Adoption

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

- 1110 School Public Relations
- 1240 Complimentary Admission to School Events
- 1241 Sign Language Interpreters for Hearing Impaired Parents
- 1310 Release of Information About Staff Members, School Volunteers and Students
- 1313 Gifts to Schools
- 1315 Commercial Interest for School Programs or Product Presentation
- 1321 Participation by School Groups in Out-of-School Activities
- 1324 Student Sales of Merchandise in the Community
- 1325 Prohibition of Lotteries and Limitations on the Conduct of Raffles and Other Games of Chance
- 1326 Commercial Interest for Publications and Printed Matter
- 1340 Public Conduct on School Property
- 1410 Relationship of the School Board to State and Local Government
- 1610.1 Loan of Textbooks to Private and Parochial Schools
- 2410 Table of Administrative Organization
- 4135 Employee Bargaining Units
- 5122.11 Instructional Space for Students with Disabilities
- 5171 Education of Homeless Children
- 6141.1 Philosophy of Reading Program
- 6151 Minimum Pupil Enrollment for Classes
- 9230 The School District Clerk
- 9342.1 Notice of Meetings

R. Approval of 2022-2023 School Year Student Calendar

RESOLVED, that the Board of Education approves the 2022-2023 School Year Student Calendar – see Schedule #2 (attached)

S. Approval of Memoranda of Agreement with Patchogue-Medford Congress of Teachers regarding Additional Teaching Periods

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves Memoranda of Agreement with the Patchogue-Medford Congress of Teacher and the teachers listed on Personnel Agende #A1 (attached)

9. **CONSENT AGENDA – (continued)**

and authorizes the President of the Board of Education to execute said agreements on behalf of the district.

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

Diana Andrade – Yes	Marc Negrin – Yes
Teresa Balducci-Greenberg – Yes	Bernadette Smith - Yes
Thomas Donofrio - Yes	Jennifer Krieger – Yes
Kelli Anne Jennings - Yes	

The Consent Agenda was approved.

END OF CONSENT AGENDA

10. **INFORMATION ITEMS**

a. Policy First Reading

The following policy will be circulated for a first reading. If there are no changes, the policy will be included on the March 21, 2022 Board of Education agenda:

- 3802 Technology Security for Personal, Private and Sensitive Information
- 5112.2 Gifted and Talented Enrollment
- 5125 Availability of Student Records in Accordance with the Family Educational Rights and Privacy Act of 1974
- 6141.2 Computer Education
- 6155 Parental Permission for Sensitive Health Education Instruction
- 6161.3 Photocopying of Copyrighted Materials for Classroom Use

b. Policy Second Reading

Due to recommended changes, this policy is being presented for a second reading. If no other changes are made, it will be presented at the March 21, 2022 Board of Education meeting.

- 1111 Public Access to School District Records

11. **ACTIONS ARISING OUT OF EXECUTIVE SESSION**

A. Memorandum of Agreement with the Patchogue-Medford Congress of Teachers regarding IEP Drafting

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

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 compensation for IEP drafting and authorizes the President of the Board of Education to execute said agreement on behalf of the district.

Motion carried: 7 - Yes; 0 – No

11. ACTIONS ARISING OUT OF EXECUTIVE SESSION – (continued)

B. Memorandum of Agreement with the Patchogue-Medford Congress of Teachers regarding Classroom Coverage by Teaching Assistants

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

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 classroom coverage by teaching assistants and authorizes the President of the Board of Education to execute said agreement on behalf of the district.

Motion carried: 7 - Yes; 0 – No

12. SUPERINTENDENT’S REPORT

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

13. DISCUSSION TOPICS

Ms. Jennings discussed some of the recent activities of the Nassau-Suffolk School Boards Association.

14. COMMITTEE REPORTS

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

15. COMMENTS AND QUESTIONS

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

16. ADJOURNMENT

Motion offered by Bernadette Smith, seconded by Diana Andrade to wit:

RESOLVED, that there being no further items for discussion, the meeting is adjourned at 10:04 p.m.

Motion carried: 7 - Yes; 0 – No

Respectfully submitted,

Dennis M. Logan
District Clerk