

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

Business Meeting
Saxton Middle School Auditorium
December 18, 2023

PRESIDING OFFICER: Marc Negrin, President

MEMBERS OF THE BOARD PRESENT AND VOTING: Diana Andrade, Kelli Anne Jennings, Jennifer Krieger, Bernadette Smith

MEMBERS OF THE BOARD ABSENT: Thomas Donofrio, Francis Salazar

OFFICIALS OF THE BOARD PRESENT: Dennis M. Logan, District Clerk; Lisa Hutchinson, General/Labor Counsel; Gregory Gillen, General/Labor Counsel; Christopher Shishko, 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; Frank Mazzie, Assistant Superintendent for Business and Operations

1. CALL TO ORDER

Board of Education President Marc Negrin called the meeting to order in the Room 124 of Saxton Middle School at 6:00 p.m.

2. EXECUTIVE SESSION

Motion offered by Kelli Anne Jennings, seconded by Bernadette Smith to wit:

RESOLVED, that the Board of Education enters Executive Session in order to discuss collective bargaining negotiations, lawsuits and a confidential pupil personnel matter at 6:31 p.m.

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

3. RESUME PUBLIC SESSION

Board of Education President Marc Negrin called the meeting to order in Public Session in the Saxton Middle School Auditorium at 7:30 p.m.

4. PLEDGE OF ALLEGIANCE

Mr. Negrin led those present in the Salute to the Flag.

5. 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.

6. PRESENTATIONS

- a. The Board of Education recognize River Elementary School Teaching Assistant, Jennifer Kinney-Kazel for acting quickly to save a student who was choking.
- b. Employees of the Month:
 - Julie Krauss, Teaching Assistant at River Elementary School
 - Danielle Disponzio, Business Teacher at the High School
 - Michelle Feely, Greeter at Tremont Elementary School

7. REPORT BY EX-OFFICIO STUDENT MEMBER

Student Ex-Officio Member Bryan Frascogna provided his monthly report for those present.

8. PRESENTATION REGARDING POTENTIAL BOND REFERENDUM

Assistant Superintendent for Business and Operations, Frank Mазzie, provided a preliminary presentation regarding a Bond Referendum which is being considered for inclusion in the May Annual District Meeting.

9. PUBLIC COMMENTS ON PRESENTATIONS AND AGENDA ITEMS

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

10. CONSENT AGENDA

Motion offered by Kelli Anne Jennings, seconded by Diana Andrade to approve the Consent Agenda (Items A through V) 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 20, 2023 – Business 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

C. Establishment of Sick Leave Bank – CSEA Full-Time Operational Unit

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the establishment of a sick leave bank for the member of the Civil Service Employees' Association Full-Time Operational Unit named in Confidential Schedule A for 18 days. The donation of leave by the Operational Unit is not to be considered precedent-setting.

D. Approval of Memorandum of Agreement with CSEA Full-Time Operational Unit

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the Memorandum of Agreement with the member of the CSEA Full-Time Operational Unit named in Confidential Schedule A, and authorizes the Superintendent and the President of the Board of Education to execute said agreement on behalf of the district.

10. CONSENT AGENDA – (continued)

E. 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

F. Acceptance of Financial Reports

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

1. Treasurer's Report - October
2. Claims Auditor Letter - October
3. Claims Auditor Reports - October
 - 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
 - Firewall Activity Report
4. Cash Flow Projection - October
5. Extra Classroom Activity Fund - October
6. Scholarship Activity Fund - October
7. General Fund Financial Reports - October
8. School Lunch Fund Financial Reports – September and October
9. Special Aid Fund Financial Reports - October
10. Capital Projects Fund Financial Reports - October
11. Miscellaneous Special Revenue Funds Reports - October
12. Debt Service Fund Financial Reports - October
13. Workers' Comp. Reserve Financial Reports - October
14. Budget Transfer Query - October
15. Capital Project Report (7/01/99 – Present)
16. Warrants - October

G. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period November 10, 2023 through December 8, 2023 in the amount of \$160,000.00, 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 accepts the following contracts:

10. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	A Plus-All Subjects Tutoring	Academic Tutoring AMENDMENT	\$68.00 per hour for instructional services, \$80.00 per hour for high management tutoring and \$55.00 per half hour for academic testing services; Rate for instructional services has increased by \$3.00 per hour, rate for high management tutoring has increased by \$5.00 per hour and rate for academic testing has increased by \$5.00 per hour over 2022-2023	No	Attorney Approved District Template	Yes
2.	Bay Tours, Inc.	Oregon Middle School 8 th Grade Formal Dance on the Moon Chaser on May 17, 2024	\$4,050.00 minimum for the first 90 people; \$45.00 for each additional person over 90	Yes	Vendor Template	No
3.	Bay Tours, Inc.	Saxton Middle School 8 th Grade Formal Dance on the Moon Chaser on May 31, 2024	\$4,050.00 minimum for the first 90 people; \$45.00 for each additional person over 90	Yes	Vendor Template	No
4.	Bay Tours, Inc.	South Ocean Middle School 8 th Grade Formal Dance on the Moon Chaser on June 7, 2024	\$4,050.00 minimum for the first 90 people; \$45.00 for each additional person over 90	Yes	Vendor Template	No
5.	Borelli, Anthony	Adult Ed Instruction	\$30.00 per hour for a maximum of 30 hours per winter 2023-2024 semester; Rate is unchanged from fall 2023-2024	No	Attorney Approved District Template	Yes
6.	Brown & Brown of Garden City, Inc.	Business Associate Agreement	N/A	Yes	Vendor Template	Yes
7.	Education at Mather	Academic Tutoring AMENDMENT	\$55.25 per hour; Rate has increased by \$3.25 per hour over 2022-2023	No	Attorney Approved District Template	Yes
8.	G. Schirmer, Inc. & Associated Music Publishers, Inc.	Rental of Spider-Man – Far From Home: Suite for HS Pops Concert #2	\$460.00	No	Not Necessarily	No
9.	Innovative Tutoring	Academic Tutoring AMENDMENT	\$60.00 per hour; Rate is unchanged from 2022-2023	No	Attorney Approved District Template	Yes
10.	Lopez, Alma Lynn	Adult Ed Instruction	\$30.00 per hour for a maximum of 40 hours per winter 2023-2024 semester; Rate is unchanged from fall 2023-2024	No	Attorney Approved District Template	Yes

10. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
11.	Our Lady of Peace Academy at Montfort Therapeutic Residence Ministry for Hope, Inc.	Academic Tutoring AMENDMENT	\$184.00 per day for 2023-2024; Rate has increased by \$9.00 per day over 2022-2023	No	Attorney Approved District Template	Yes
12.	Sayville UFSD	Special Education Services – District of Residence	In accordance with Education Law 3602-c and regulations of the Comm. of Education	No	Attorney Approved Template	No
13.	Smith, Steven	Adult Ed Instruction	\$30.00 per hour for a maximum of 25 hours per fall 2023-2024 semester; Rate is unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes
14.	St. James Tutoring	Academic Tutoring AMENDMENT	\$55.25 per hour; Rate has increased by \$3.25 per hour from 2022-2023	No	Attorney Approved District Template	Yes
15.	Syosset Home Tutoring, Inc.	Academic Tutoring AMENDMENT	\$54.00 per hour; Rate has increased by \$2.00 per hour over 2022-2023	No	Attorney Approved District Template	Yes
16.	TK Elevator Corporation (FKA ThyssenKrupp Elevator)	Service Agreement	See contract for specific rate information	Yes	Attorney Prepared Rider	No
17.	Villa Lombardi's	Venue for Junior Prom on April 4, 2024	See contract for specific rates	Yes	Attorney Prepared Rider	No

I. Disposition of Obsolete Items

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

- One Wurlitzer Piano, Serial #20141390 (*located at Tremont Elementary School*)
- One Aeolian Piano, Serial #1001409 (*located at Tremont Elementary School*)
- One Rode Violin, Serial #85 (*located at Saxton Middle School*)
- One Blodgett oven, Serial #107EZERJ (*located at Oregon Middle School*)
- One Garland oven, Serial #1109230880351 (*located at Oregon Middle School*)

J. Acceptance of Donations

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

- Various plumbing supplies with an approximate value of \$1,741.44 to the construction classroom at PMHS from Joseph Sampson of Plumbing and Heating, LLC located in Bohemia.

• **10. CONSENT AGENDA** – (continued)

- Forty-eight (48) chess sets from CHESSanity’s “Adopt A School” initiative to be distributed districtwide for existing chess clubs and board game clubs or to schools that wish to start a club.
- \$500.00 from Island Outreach, Inc. to the Medford Elementary School’s Extra Classroom Activity Fund Account #143 to assist families in need during the holiday season.
- 80 Flag belts, 10 Imagine Rugby balls, and grade level curriculum and teacher training designed to meet NY State Learning Standards, valued at \$800.00, to Medford Elementary School for each PE class by Rugby NY and USA Rugby.
- 18 Dell Optiplex 9020 SFF CPU’s with Intel i5 3.4 GHz processor, 4 GB Ram, No hard drive from the New York State Education Department, valued at approximately \$1,800.00, to the PMHS CTE Computer Technology/CISCO Networking program.
- 10 turkeys from Chubs Meats located in Medford.
- One fully cooked Thanksgiving meal to a family in need from El Matador Restaurant in Patchogue.
- 10 turkeys from Charles Bivetto and family.
- Twenty (20) \$25.00 Target gift cards and three bags of toys from the Kiwanis Club of Patchogue.

K. Approval of Scholarships

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

THE ENGINE COMPANY NO. 1 PATCHOGUE FIRE DEPARTMENT JOE HOCKNEY MEMORIAL SCHOLARSHIP will be awarded to a graduating Patchogue-Medford senior who is a child of a member of the Engine Company.

L. Authorization for Student Trips

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

TRIP #R502288: Approximately 37 High School ACES students accompanied by Teachers: Jennifer Mott, Nadine Scalzo, Patrick Legge, Michael Taylor, Robert Stevens, Rose Champion, Bernard Hoyt, Teaching Assistants: Lori Canalini, Jennifer Rogers, Denise Velazquez, Nicole Gruter, Nicole Daugherty, Elizabeth Strunk, Full-Time Aides: Cathy Lombardo, Liz Splendorio, Margerite Cantanese, Part-Time Aides: Sally Johnson, Denise Brown, Vicky Brabond, Jill Guerrido, Eyleen Trejo, Joanna Barrios, and a District Nurse (or if one is not available, parent – Mrs. DeLeva) will travel to Medieval Times in Lyndhurst, NJ on Friday, January 19, 2024. There is no cost to the students (The Raider Bean funds the trip). Transportation was booked with ES BOCES. The Principal will provide internal coverage for any teachers needing a sub on January 19th.

M. Approval of Attendance at Conferences

RESOLVED that the Board of Education hereby approves attendance by the following staff members 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.	Lori Goldstein	CPI – NCI Certification Renewal, Plainview, NY	May 2, 2024	Crisis Prevention Institute	\$1,849.00	Grant

10. CONSENT AGENDA – (continued)

N. Indemnification and Defense of a District Employee

RESOLVED, that the Board of Education agrees to indemnify and provide a defense for Robert Dushnick in the Matter of Civil Service Employees Association, Inc, Local 1000, AFSCME, AFL-CIO, Suffolk County Educational Local 870, Patchogue-Medford UFSD Full Time Operations Unit against Board of Education of the Patchogue-Medford Union Free School District, Patchogue-Medford Union Free School District and Robert Dushnick.

O. Recognition of Security Guards Unit

WHEREAS, the Security Guards in the District are not currently within a recognized bargaining unit; and

WHEREAS, the Patchogue-Medford Security Employees' Union/NYSUT/AFT/NEA, AFL-CIO ("PMSEU") has made a demand to be the bargaining agent for the Security Guards; and

WHEREAS, an overwhelming majority of the District's Security Guards have signed membership cards seeking representation by the PMSEU as their collective bargaining representative with respect to wages, hours, and other terms and conditions of employment. Be it

RESOLVED, the Board of Education hereby voluntarily recognizes the PMSEU as the bargaining agent for the Security Guards and directs the District Clerk to comply with the applicable publication notice requirements of 4 NYCRR § 201.6.

P. Approval of SEQRA Resolution for Proposed Capital Projects

WHEREAS, the Board of Education of the Patchogue-Medford Union Free School District desires to embark upon the following improvements at the District's facilities as set forth herein and as listed in the working budget: (1) reconstruction of the existing tennis courts with synthetic turf, replace plate glass in corridor window frames at the Main Office and Waiting Room by Nurse' Office, install auto door operator at Nurse' Office door to provide correct pull side wheelchair access, and install intruder locksets at Band, Orchestra and Music Room doors at Oregon Middle School; 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

10. CONSENT AGENDA – (continued)

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.

Q. Policy Adoption

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

1355	School Safety Plans and Teams
2410	Table of Administrative Organization
5150	School Safety and Educational Climate (SSEC) Reporting
5165	Extreme Risk Protection Orders (The “Red Flag Law”)
6164.2	Counseling and Guidance Programs
9320	Equity, Inclusivity, and Diversity in Hiring

R. Approval of Workplace Violence Prevention Policy

WHEREAS, Labor Law § 27-b was recently amended, effective January 4, 2024, to require school districts to adopt a Workplace Violence Prevention Policy and accompanying forms released by the Department of Labor including: Record and Policy Review; Evaluation of the Physical Environment; List of Risks and Mitigation Efforts; Workplace Violence Training Outline; and Workplace Violence Incident Report; and

WHEREAS, it is necessary to implement the policy and accompanying forms to comply with applicable law. Be it

RESOLVED, the Board of Education hereby temporarily suspends all policies requiring a first and/or second reading prior to the adoption of the policy; and it is further

RESOLVED, the Board of Education hereby authorizes the adoption of Policy 4314 - Workplace Violence Prevention Policy.

S. Acknowledgement of Receipt of Risk Assessment Report from Internal Auditor

RESOLVED, that the Board of Education acknowledges receipt of the Employee Attendance Report for the 2022- 2023 School Year by the District's Internal Auditor Cerini and Associates dated October 2023.

T. Approval of Stipulation of Settlement in a Pupil Personnel Matter

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the settlement of an impartial hearing with the parents of the Student listed in Confidential Schedule B; and authorizes the Board President to execute such Stipulation of Settlement on behalf of the Board.

10. CONSENT AGENDA – (continued)

U. Approval of Side Letters of Agreement with the Patchogue-Medford Congress of Teachers

RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education approves five (5) Side Letters of Agreement with the Patchogue-Medford Congress of Teachers allowing the persons named in Personnel Schedule A1 to work an additional teaching period 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 V above)

**Diana Andrade – Yes
Thomas Donofrio – Absent
Kelli Anne Jennings– Yes
Jennifer Krieger – Yes**

**Francis Salazar - Absent
Bernadette Smith - Yes
Marc Negrin - Yes**

The Consent Agenda was approved.

11. 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 January 22, 2024, Board of Education agenda:

- | | |
|--------|--|
| 2452 | Title IX Sexual Harassment (Complete replacement of Policy 2452) |
| 2452.2 | Sexual Harassment in the Workplace |

12. SUPERINTENDENT’S REPORT

Dr. Jones provided a report on her recent activities.

13. DISCUSSION TOPICS

1. Bernadette Smith raised the issue of Industrial Development Grants and the mechanics associated with them, as well as their impact on the property tax raid in the district.
2. Kelli Anne Jennings introduced the new Advocacy Liaison Program and ask asked the district to consider participating.
3. Kelli Anne Jennings inquired about the board having more student celebrations at board meetings as well as more student presentations.

14. COMMITTEE REPORTS

Chair people of the 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. BOARD COMMENTS

Members of the Board of Education provided comments.

17. ADJOURNMENT

Motion offered by Kelli Anne Jennings, seconded by Bernadette Smith to wit:

RESOLVED, that there being no further items for discussion, the meeting is adjourned at 9:14 p.m.

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

Respectfully submitted,

Dennis M. Logan
District Clerk