

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

Business Meeting
Saxton Middle School Auditorium
January 22, 2024

PRESIDING OFFICER: Marc Negrin, President

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

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 (via the Zoom application)

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, 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 Marc Negrin, seconded by Diana Andrade to wit:
RESOLVED, that the Board of Education enters Executive Session in order to discuss collective bargaining negotiations, confidential personnel investigations and a pending lawsuit at 6:00 p.m.

Motion carried: 6 - Yes; 0 – No; 1 – Absent (J. Krieger)

3. ARRIVAL OF BOARD OF EDUCATION MEMBER

Board of Education Member Jennifer Krieger arrived and joined Executive Session at 6:07 p.m.

4. RESUME PUBLIC SESSION AND DEPARTURE OF ATTORNEY

Board of Education President Marc Negrin called the meeting to order in Public Session in the Saxton Middle School Auditorium at 7:31 p.m.

School Attorney Christopher Shishko departed the meeting at this point.

5. PLEDGE OF ALLEGIANCE

Mr. Negrin led those present in the Salute to the Flag. The Patchogue-Medford High School Junior Air Force ROTC provided an Honor Guard for the Flag Salute.

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.

7. PRESENTATIONS

- a. The Patchogue-Medford High School Junior Air Force ROTC presented their Cadet Mission to the Board of Education.

7. **PRESENTATIONS – (continued)**

- b. Director of Elementary STEM K-6 led a presentation which updated to Board of Education on the Mathematics pilot.

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

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

9. **PRESENTATION REGARDING POTENTIAL BOND REFERENDUM**

Members of the committee formed to explore a Bond Referendum to be considered for inclusion in the May Annual District Meeting made a presentation with their recommendations to the Board of Education.

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

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

11. **CONSENT AGENDA**

Motion offered by Thomas Donofrio, seconded by Kelli Anne Jennings to approve the Consent Agenda (Items A through Q) as follows:

A. Approval of Minutes

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

- December 18, 2023 – Business Meeting Minutes
- January 8, 2024 – Special/Work Session 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
- B3. Operational Staff Payout

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 3 days. The donation of leave by the Operational Unit is not to be considered precedent-setting.

11. **CONSENT AGENDA – (continued)**

D. Approval of Memorandum of Agreement with Patchogue-Medford Administrators' Association

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 Mentors for new administrators and authorizes the President of the Board of Education to execute said Agreement on behalf of the district.

E. 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 two 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 agreement on behalf of the District.

F. 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

G. Acceptance of Financial Reports

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

1. Treasurer's Report
2. Claims Auditor Letter
3. Claims Auditor Reports
 - o Payroll Schedule Audit Report
 - o Payroll Adjustments Report
 - o Substitute Teacher Report (Budget)
 - o Substitute Teacher Report (Grants)
 - o Custodial Overtime Report
 - o Cash Disbursement Report
 - o Workers' Compensation Cash Disbursement
 - o Wire Reconciliation Report
 - o nVision Audit Reports
 - o Firewall Activity Report
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

11. **CONSENT AGENDA** – (continued)

- 15. Capital Project Report (7/01/99 – Present)
- 16. Warrants

H. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period December 9, 2023 through January 10, 2024 in the amount of \$216,968.31, as provided to the Board of Education.

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

I. Approval of Contracts

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

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	Blue Sky Fireworks	Fireworks Agreement for 2024 Graduation	Rate is unchanged from 2022-2023 however non-refundable amount has increased	No	Attorney Approved Template	Yes
2.	Clinical Staffing Resources	Nursing Services	RN \$74.46/hour, LPN \$46.92/hour, CNA \$33.66/hour	No	Attorney Approved District Template	Yes RFP #2022-09
3.	East Islip UFSD	Health Services	Per pupil rate is \$1,009.79 for 2023-2024; Rate has increased by \$27.55 from 2022-2023	No	Attorney Approved Template	Yes
4.	East Islip UFSD	Special Education Services	In accordance with education law 3602-c and the Regulations or rules of the Commissioner of Education	No	Attorney Approved Template	Yes
5.	Five Towns College	Affiliation Agreement	No fee is required in connection with this agreement	Yes	Attorney Approved District Template	No
6.	L.I. Nights Entertainment	DJ Services for Junior Prom on April 3, 2024	\$2,395.00; Rate is unchanged from 2022-2023	No	Attorney Prepared Rider	No
7.	L.I. Nights Entertainment	DJ Services for Senior Day on June 13, 2024	\$600.00	No	Attorney Prepared Rider	No
8.	Leeway School	611/619 IDEA Federal Flow Thru Funds	In accordance with NYS Law and procedures established by NYSED	No	Attorney Approved Template	Yes
9.	LICADD	Consultant Services	\$750.00	No	Attorney Approved District Template	No

11. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
10.	Mount Sinai UFSD	Special Education Services – Receiving District	Tuition rate established by the Commissioner of Education	No	Attorney Approved Template	Yes
11.	South Huntington UFSD	Special Education Services - District of Residence	In accordance with NYS Law and procedures established by NYSED	No	Attorney Approved Template	Yes
12.	United Cerebral Palsy Assoc. of Greater Suffolk, Inc.	611/619 IDEA Federal Flow Thru Funds	In accordance with NYS Law and procedures established by NYSED	No	Attorney Approved Template	Yes
13.	West Islip UFSD	Health Services	Per pupil rate is \$1,145.69 for 2023-2024; Rate has increased by \$92.95 from 2022-2023	No	Attorney Approved Template	Yes

J. 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:

- Assorted Technology Equipment (located Districtwide)
- Assorted equipment (located at Pupil Services)
- Assorted equipment (located at District Office)
- Assorted Secondary Humanities Textbooks (located at PMHS Humanities Department)

K. Approval of Scholarships

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

Name Change:

- From: THE PATCHOGUE KIWANIS ED TUTON AND JP BROWN MEMORIAL SCHOLARSHIP To: THE PATCHOGUE KIWANIS WALTER LADICK JR. DISTINGUISHED SERVICE SCHOLARSHIP.

Establish:

- THE PATCHOGUE KIWANIS LIFE OF BRIAN MEMORIAL SCHOLARSHIP in the amount of \$1,000 is presented to a student who attended River Elementary School, who will utilize toward their education within a related field of health care and is an active member of the PMHS Key Club. Applicants must have a good academic record, be involved in co-curricular activities and show a need for financial assistance. Community service is an important criterion.
- THE PATCHOGUE KIWANIS MARK E. CHARVAT MEMORIAL SCHOLARSHIP in the amount of \$5,000 is presented to a student who intends to declare their college major within a specific Mental Health field. The awarded student will receive \$1,250 annually to utilize toward their 4-year Bachelor’s Degree education costs within a related field of Mental Health. Applicant is an active member of the Key Club, has a good

11. CONSENT AGENDA – (continued)

academic record, is involved in co-curricular activities and presents a real economic need for assistance. Community service is an important criterion.

L. Establishment of Non-Resident Tuition Rate

RESOLVED, that the Board of Education hereby approves the below tuition rate for the 2023-24 school year. The estimated rates for the 2023-24 school year are as follows:

Regular Education Pupils:

Full Day K-6 \$9,327 (Final 2022-23 rate \$9,800)
Grades 7-12 \$12,338 (Final 2022-23 rate \$14,621)

Special Education Pupils:

Full Day K-6 \$37,896 (Final 2022-23 rate \$40,757)
Grades 7-12 \$40,907 (Final 2022-23 rate \$45,578)

M. Authorization for Student Trips

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

TRIP #R502298: Approximately 100 High School 11th grade students accompanied by Assistant Principal, Garrett Comanzo, Kristina Davidson, Carrie Pickford, Carrie Gangl, and Zackary Petker will travel to Camelback Mountain Adventures in Tannersville, PA on Saturday, March 2, 2024. The cost to the students is approximately \$300.00. Transportation was booked with ES BOCES. There is no cost to the district as no substitute teachers are needed.

N. 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.	Carol Sicignano	NY APT Winter Workshop	February 22, 2024 through February 23, 2024	NY Association for Pupil Transportation	\$936.20	District

O. Approval of 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 2024-2025 school year:

ART DEPARTMENT

DELETION: Beacon Art History

Reason: This class has not run since Mr. Brinkman’s hire and is a class we cannot support with our staffing.

11. CONSENT AGENDA – (continued)

BUSINESS DEPARTMENT

ADDITION: ACES Business

Prerequisite: None

Reason: Students with physical and learning challenges will have the opportunity to apply skills learned in this course to be employed in a retail environment that serves the community. The retail skills they will be able to demonstrate include inventory, customer communication, soft skills, systems of operation, product awareness, and professional presentation.

CTE DEPARTMENT

ADDITION: Cosmetology II

Prerequisite: Cosmetology I

Reason: Course was created to continue the required sequence for students who have successfully completed Cosmetology I.

CHANGE IN COURSE NAME:

Old Course Name: Childhood Development and Education (Course # 9551 & 9552)

New Course Name: Teaching as A Profession I and II

MATHEMATICS DEPARTMENT

ADDITION: AP Statistics (Full Year)

Prerequisite: Successful completion of Algebra 2 or Advanced Mathematics.

Reason: Students have been asking to reinstate this former course.

MUSIC DEPARTMENT

ADDITION: AP Music Theory (Full Year)

Prerequisite: Music Theory

Reason: Our top performing musicians have been taking music theory and have been asking if we are going to offer AP Music Theory. This is of interest to them because some of these students plan to Major in Music. We are at a point with offering Music Theory the past two years where we have 20-25 interested in AP.

DELETION: Beacon Music Theory II

Reason: This class has not run since Mr. Brinkman's hire.

DELETION: History of American Music

Reason: Student interest is not there.

DELETION: Songwriting and Digital Music

Reason: Student interest is not there.

SECONDARY HUMANITIES

DELETION: Communication & Broadcasting

Reason: There has been a steady decline in student enrollment.

DELETION: The American Story

Reason: There has not been enough student interest to sustain this course. The course did not run in 2023-2024.

SPECIAL EDUCATION

ADDITION: Discovering Earth Science (Full Year)

Prerequisite: Final average below 70 in Living Environment with Lab and teacher recommendation and Director approval.

11. CONSENT AGENDA – (continued)

Reason: Gen Ed students have 92% passing rate of Earth Science. SWD have a 62% passing rate. ELLs have a similar passing rate (61%) but have Unified Science to assist with credits.

TECHNOLOGY DEPARTMENT

DELETION: Wood Technology II

Reason: Low enrollment for more than three years. Current enrollment - 2 students.

DELETION: Architectural Drawing II

Reason: Low enrollment for more than three years. Current enrollment – 4 students.

DELETION: Technical Drawing 3D

Reason: Low enrollment for over three years. No students enrolled this year.

WORLD LANGUAGES

ADDITION: Spanish Theatre (Full Year)

Prerequisite: None

Reason: This year we are starting this program as an afterschool club at the HS, but to make the production bigger and tie into the Superintendent’s goals, we would like to bring an elective in to the school day.

ADDITION: Spanish Cultural Awareness

Prerequisite: None

Reason: I would like to try to bring this option to the middle schools again.

P. Approval of the 2024-2025 School Year Student Calendar

RESOLVED, that the Board of Education approves the 2024-2025 School Year Student Calendar (See Schedule #2 – attached)

Q. Policy Adoption

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

2452	Title IX Sexual Harassment
2452.2	Sexual Harassment in the Workplace
4431	Staff-Student Relations
4440	Rights of Employees to Express Breast Milk in the Workplace

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

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

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

The Consent Agenda was approved.

12. 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 March 25, 2024, Board of Education agenda:

12. INFORMATION ITEMS – (continued)

- 5420 Student Health Services
- 5421 Administration of Medications (for removal)
- 5427 Allergy and Anaphylaxis (for removal)

13. SUPERINTENDENT’S REPORT

Dr. Jones provided a report on her recent activities.

14. DISCUSSION TOPICS

- A. Social Media Webinar
- B. Long Island Association Breakfast
- C. Nassau Suffolk School Boards Association Meeting
- D. Regents financial literacy curriculum.

15. COMMITTEE REPORTS

Chair people of the Board of Education Committees reported on the activities of their committees.

16. COMMENTS AND QUESTIONS

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

17. BOARD COMMENTS

Members of the Board of Education provided comments.

18. 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 10:53 p.m.

Motion carried: 7 - Yes; 0 – No

Respectfully submitted,

Dennis M. Logan
District Clerk