

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

Business Meeting
Saxton Middle School Auditorium
October 23, 2023

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

ADMINISTRATIVE STAFF PRESENT AND REPORTING: Donna Jones, Superintendent of Schools; 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 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 Thomas Donofrio, seconded by Bernadette Smith to wit:

RESOLVED, that the Board of Education enters Executive Session in order to discuss collective bargaining negotiations and confidential employee tenure reviews at 6:01 p.m.

Motion carried: 7 - Yes; 0 – No

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 7:31 p.m..

4. PLEDGE OF ALLEGIANCE

Ms. Jennings 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. EMPLOYEES OF THE MONTH

The Board of Education recognized the following as Employees of the Month for October:

- Theresa Westergard - District Data Coordinator
- JoAnn Luisa – Assistant Principal at Oregon Middle School
- Debbie Foster – Child Care Group Leader at Tremont Elementary School

7. SCHOOL BOARD RECOGNITION

The members of the Board of Education were recognized by Superintendent Donna Jones; the Village of Patchogue; Brookhaven Town Supervisor Edward Romaine; Brookhaven Town Councilman Neil Foley; Suffolk County Legislator Dominic Thorne; New York State Senator Dean Murray; New York State Assemblymen Joseph DeStefano, Douglas Smith and Jarret Gandolfo and for their volunteer service to our community as part of the New York State School Boards Association's School Board Recognition Week which ran from October 16 through October 20.

8. REPORT BY EX-OFFICIO STUDENT MEMBER

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

Mr. Frascogna departed the meeting upon the completion of his report.

9. ADMINISTRATION OF OATH OF OFFICE TO CHAIRPERSON OF THE DISTRICT AUDIT COMMITTEE

District Clerk Dennis Logan administered the Oath of Office to Philip Reyling the newly-elected Chairperson of the District Audit Committee.

10. ANNUAL AUDIT REPORT

Alexandria Battaglia from R.S. Abrams, the District's External Auditor presented the results of the annual audit performed for Fiscal 2022-2023 for the finances of the district. Philip Reyling, Chairperson of the District Audit Committee advised the members of the Board of Education that the Committee had reviewed the Audit and recommended its submission to the Board of Education.

11. ACKNOWLEDGEMENT OF RECEIPT OF ANNUAL AUDIT REPORT

Motion offered by Thomas Donofrio, seconded by Bernadette Smith to wit:

WHEREAS, R. S. Abrams & Company has submitted an Annual Audit Report for operations of the Patchogue-Medford School District for the fiscal year ending June 30, 2023, now, therefore be it

RESOLVED, that a copy of the said report is hereby received and shall be filed with the New York State Education Department; and be it further

RESOLVED, that the Assistant Superintendent for Business shall file a certified copy of this motion with the Office of Audit.

A roll-call vote was taken:

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

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

The resolution is approved.

12. PUBLIC COMMENTS ON PRESENTATIONS AND AGENDA ITEMS

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

13. CONSENT AGENDA

Motion offered by Francis Salazar, seconded by Diana Andrade to approve the Consent Agenda (Items A through S) as follows:

A. Approval of Minutes

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

- September 18, 2023 – Business Meeting Minutes
- October 11, 2023 – Special Meeting/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

C. Ratification of Collective Bargaining Agreement with the Patchogue-Medford Administrators' Association for the period July 1, 2022 through June 30, 2026

RESOLVED, that the Board of Education approves and ratifies the Collective Bargaining Agreement with the Patchogue-Medford Administrators' Association for the period beginning July 1, 2022 and ending on June 30, 2026.

D. Approval of Side Letter of Agreement with Patchogue-Medford Congress of Teachers for Additional Teaching Periods

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves Side Letters of Agreement with five LOTE teachers, named in Personnel Schedule A-1, to allow their assignment to an additional .2 FTE teaching period during the 2023-2024 school year and authorizes the President of the Board of Education to execute in on the district's behalf.

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

13. CONSENT AGENDA – (continued)

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 - August
2. Claims Auditor Letter - August
3. Claims Auditor Reports - August
 - Payroll Schedule Audit Report - August
 - Payroll Adjustments Report – August
 - Custodial Overtime Report - August
 - Cash Disbursement Report - August
 - Workers’ Compensation Cash Disbursement - August
 - Wire Reconciliation Report - August
 - nVision Audit Reports – August
 - Firewall Activity Report
4. Cash Flow Projection
5. Extra Classroom Activity Fund – August
6. Addition or Revision of Classroom Activity Account
7. Scholarship Activity Fund - August
8. General Fund Financial Reports – June (Final), July (Revision), August
9. School Lunch Fund Financial Reports – June (Final), August
10. Special Aid Fund Financial Reports – June (Final), August
11. Capital Projects Fund Financial Reports – June (Final), August
12. Miscellaneous Special Revenue Funds Reports June (Final), August
13. Debt Service Fund Financial Reports – June (Final), August
14. Workers’ Comp. Reserve Financial Reports – June (Final), August
15. Budget Transfer Query – June (Final), August
16. Capital Project Report (7/01/99 – Present) – June (Final), August
17. Warrants - August

G. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period September 8, 2023 through October 12, 2023 in the amount of \$438,860.00, 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:

<i>#</i>	<i>Contract</i>	<i>Description</i>	<i>Rate</i>	<i>Atty. Reviewed</i>	<i>Reason</i>	<i>Renewal</i>
1.	Bowlero Sayville	Consultant Services	\$4.50 per person, per game not to exceed 2,000 games for boys and girls bowling and 1,000 games for Unified bowling; Rate has increased by \$0.25 per person, per game over 2022-2023	No	Attorney Approved District Template	Yes
2.	Eastport-South Manor CSD	Intermunicipal Agreement	See contract for specific rates	No	Attorney Approved District Template	No

13. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
3.	Holbrook Country Club	Venue for ROTC Annual Awards Dinner	See contract for specific rates	No	Not Necessary	No
4.	Huntington Hospital (Northwell Health)	Medical Services for Raider Invitational	See contract for specific terms	Yes	Attorney Approved Template	Yes
5.	LI Tutorial Services, Inc.	Academic Tutoring	\$52.00 per hour; Rate is unchanged from 2022-2023	No	Attorney Approved District Template	Yes
6.	Little Angels Center	Behavioral Services	See attached rate sheet	No	Attorney Approved District Template	No RFP #2023-04
7.	Longwood UFSD	AFJROTC Contract	See contract for cost information	Yes	Attorney Approved Template	Yes
8.	Maxim Healthcare Staffing Services, Inc.	Nursing Services	See contract for rates	No	Attorney Approved District Template	Yes RFP #2022-09
9	Quest Diagnostics Clinical Laboratories, Inc.	Amendment	See contract for additional test and corresponding rates	Yes	Attorney Approved Template	Yes
10	South Country CSD	Special Education Services	In accordance with the tuition rate established by the Commissioner of Education	No	Attorney Approved District Template	No
11.	SUNY Plattsburgh	Affiliation Agreement	No fee is required in connection with this agreement	Yes	Attorney Approved District Template	No

I. Disposal 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 Hamilton Piano, Serial #007177 (*located at Bay Elementary School*)
- One Kloni Violin, Serial #28-SP (*located at Saxton Middle School*)
- Assorted secondary humanities books (*located at PMHS*)
- Assorted elementary STEM textbooks (*located at Barton Elementary School*)
- One Berkel Slicer, Model #180GS, Serial #9184-00721-01929 (*located at River Elementary School*)

J. Acceptance of Donation

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

- One facial table, valued at approximately \$150.00, to the PMHS Cosmetology program from Vanessa Sullivan.
- \$2,000.00 from an anonymous donor to Barton Elementary School to be used for curriculum, assemblies or field trips for the students.

13. CONSENT AGENDA – (continued)

K. Approval of Scholarships

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

- Name Change from: SEAN, RIANA, SHIWAY AND SADIE MEMORIAL SCHOLARSHIP to SEAN, RIANA, SHIWAY AND SADIE BARRY MEMORIAL SCHOLARSHIP

- Update the criteria for the following:

Old: THE PATCHOGUE-MEDFORD HALL OF FAME BOOSTER CLUB SCHOLARSHIP, in the amount of \$500.00 will be awarded to a graduating Patchogue-Medford High School senior who has volunteered at a minimum of 2 Patchogue-Medford Hall of Fame activities and events; who has maintained an 80% or higher high school grade point average; participated in numerous school related activities including any of the following: music, arts, sports, service clubs, school spirit activities, ROTC, Robotics, Virtual Enterprise, Corporate Raiders, PTSA events, Model UN, etc.; demonstrated active participation in community service projects/volunteerism; demonstrates leadership qualities (club officer, team captain, section leader, etc.); plans to pursue post-secondary education (2 or 4-year college, trade school/vocational education, military service); exemplifies the qualities and character of someone who would be considered for induction into the Hall of Fame. Applicants must submit an essay of approximately 500 words via a topic selected from the school district scholarship application packet and may also submit 2 letters of recommendation focusing on the applicant's character (not from family members).

New: THE PATCHOGUE-MEDFORD HALL OF FAME BOOSTER CLUB SCHOLARSHIP in the amount of \$500.00 is awarded to a graduating Patchogue-Medford High School senior who participated in numerous Hall of Fame sponsored activities in a variety of roles, maintained an 85% or higher High School Grade Point Average, participated in a high level of involvement in school related activities including any of the following: music, arts, sports, service clubs, school spirit activities, ROTC, Robotics, Virtual Enterprise, Corporate Raiders, PTSA, Model UN, etc., demonstrated active participation in community service projects/volunteerism, plans to pursue post-secondary education, two or four-year college, trade school/vocational education, military service, exemplifies the qualities and character of someone who would be considered for induction into the Hall of Fame, and provide the Hall of Fame Scholarship Committee with one letter of recommendation from any source other than a family member.

- Update the criteria for the following:

Old: The PATCHOGUE-MEDFORD HALL OF FAME BOOSTER CLUB SENIOR AWARD, in the amount of \$250.00 will be awarded to a graduating Patchogue-Medford High School senior who has volunteered at Patchogue-Medford Hall of Fame Booster Club events; has maintained an 80% Grade Point Average or better throughout their high school career; who has participated in a variety of extra-curricular activities such as arts, music, service clubs, sports, generic clubs or school spirit activities; who has participated in community service/volunteer activities; who demonstrates leadership qualities (club officer, team captain,

13. CONSENT AGENDA – (continued)

section leader, etc.); and who plans to pursue post-secondary education opportunities (2-4 year college, technical/vocational school, military service, etc.). Applicants must submit an essay of at least 300 words related to a topic selected from the school district scholarship application packet and may also submit 2 letters of recommendation focusing on the candidate's character (not from family members).

New: THE PATCHOGUE-MEDFORD HALL OF FAME BOOSTER CLUB SENIOR AWARD in the amount of \$250.00 is awarded to a graduating Patchogue-Medford High School senior who volunteered at Patchogue-Medford Hall of Fame Booster Club events in a variety of roles, maintained an 80% or higher Grade Point Average throughout their high school career, participated in a variety of extra-curricular activities including: arts, music, service clubs, sports, generic clubs, school spirit activities, participated in community service/volunteer activities, demonstrates leadership qualities (club officer, team captain, section leader, etc.), plans to pursue post-secondary education opportunities, two or four-year college, trade/vocational school, military service, etc., and provide one letter of recommendation focusing on the candidate's character (from any source other than a family member; can utilize college/career recommendation letters).

- Update the criteria for the following:

Old: The PATCHOGUE-MEDFORD HALL OF FAME BOOSTER CLUB INDUCTEES SCHOLARSHIP, in the amount of \$500.00 will be awarded to a graduating Patchogue-Medford High School senior who has maintained an 80% or higher High School Grade Point Average; who has participated in numerous school related activities, including any of the following: music, arts, sports, service clubs, school spirit activities, ROTC, Robotics, Virtual Enterprise, Corporate Raiders, PTSA events, Model UN, Hall of Fame Club, etc.; who has demonstrated active participation in community service projects/volunteerism including Hall of Fame sponsored activities and events; who demonstrates leadership qualities (club officer, team captain, section leader, etc.); who plans to pursue post-secondary education at a 2 or 4-year college, trade/vocational school or military service; and who exemplifies the qualities and character of someone who would be considered for induction into the Hall of Fame. Applicants must submit an essay of approximately 500 words via a topic selected from the school district scholarship application packet and may also submit 2 letters of recommendation focusing on the applicant's character (not from family members).

New: THE PATCHOGUE-MEDFORD HALL OF FAME BOOSTER INDUCTEES SCHOLARSHIP in the amount of \$500.00 is awarded to a graduating Patchogue-Medford High School senior who has maintained an 80% or higher High School Grade Point Average, participated in a numerous school related activities, including any of the following but not limited to: music, arts, sports, service clubs, school spirit activities, ROTC, Robotics, Virtual Enterprise, Corporate Raiders, PTSA, Model UN, Hall of Fame Club, etc., demonstrated active participation in community service projects/volunteerism including Hall of Fame sponsored activities and events, demonstrates leadership qualities (club officer, team captain, section leader, etc.), plans to pursue post-secondary education, two or four-year college, trade school/vocational education, military service, exemplifies the

13. CONSENT AGENDA – (continued)

qualities and character of someone who would be considered for induction into the Hall of Fame, and provide one letter of recommendation focusing on the applicant’s character from any source other than a family member.

- THE CHRISTOPHER MCGRATH MEMORIAL STRING PLAYER’S AWARD in the amount of \$250.00 is awarded to an orchestra student who has demonstrated a love of music throughout their high school years, participated in a wide range of music activities both in and out of school, participated in NYSSMA festivals, showed kindness and empathy as a leader in the music department, and gave freely of their time and talent in the service of the music program and community.

L. Authorization of Energy Conservation Measures

RESOLVED, that the Board of Education hereby establishes temperature settings during the 2023-2024 heating season (maintain the buildings at 65 degrees during hours of occupation and 55 degrees during shutdown hours) and authorizes the Board President to communicate an energy-savings message to all residents of the school district.

M. Authorization for Student Trips

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

TRIP #R502163: Approximately 100 Saxton MS 8th grade students accompanied by Principal, Michelle Kwon, Matthew Krawczyk and 8 additional teacher chaperones will travel to Club Getaway in Kent, CT on Tuesday, May 14, 2024. The cost to the students is approximately \$150.00. Transportation was booked with ES BOCES – Hampton Jitney Bus. If any teacher chaperoning the trip needs a sub, principal will provide internal coverage instead.

TRIP #R502164: Approximately 175 Oregon MS 8th grade students accompanied by Principal, Bryan Lake, Cristina Carpluk, Brendan Crane, Nick Clemente, Mike Corrie, Eric Bubb, Joe Santarpia, Venezia Verdi, Kelly Lukemire, Meghan Coope and Laura Dilandro will travel to Club Getaway in Kent, CT on Tuesday, May 14, 2024. The cost to the students is approximately \$150.00. Transportation was booked with ES BOCES – Hampton Jitney Bus. There is no cost to the district as no substitute teachers are needed.

TRIP #R502157: Approximately 219 South Ocean MS 8th grade students accompanied by Principal, Timothy Piciullo, Julissa Pagan, Ryan Jones and 7 additional teacher chaperones will travel to Club Getaway in Kent, CT on Tuesday, May 14, 2024. The cost to the students is approximately \$150.00. Transportation was booked with ES BOCES – Hampton Jitney Bus. There is no cost to the district as no substitute teachers are needed.

N. Approval of Attendance at Conferences

#	Staff Member(s)	Name of Conference and Location (City, State)	Date(s)	Professional Organization Sponsoring Conference	Cost	District or Grant Funded
1.	Kimberly Hochberg	CPI Refresher Course, Sachem School District	October 25, 2023	Crisis Prevention Institute	\$1,849.00	District

13. CONSENT AGENDA – (continued)

<i>#</i>	<i>Staff Member(s)</i>	<i>Name of Conference and Location (City, State)</i>	<i>Date(s)</i>	<i>Professional Organization Sponsoring Conference</i>	<i>Cost</i>	<i>District or Grant Funded</i>
2.	Susan Rudnicki	NYSSMA Annual Winter Conference	November 30, 2023 through December 3, 2023	NYS School Music Association	\$1,815.90	District
3.	Estefany Ficurilli	NYSSMA Annual Winter Conference	November 30, 2023 through December 3, 2023	NYS School Music Association	\$1,249.30	District
4.	Osvaldo Juarez Fuentes	NYSSMA Annual Winter Conference	November 30, 2023 through December 3, 2023	NYS School Music Association	\$1,753.00	District

O. Approval of Revised 2023-2024 School Year Calendar

RESOLVED, that the Board of Education approves the revised 2023-2024 School Year Student Calendar (see Schedule #2 – attached).

P. Approval of Attendance by Board of Education Members at Fiscal Governance Workshop

RESOLVED, that the Board of Education approves the attendance of Board of Education members Marc Negrin and Thomas Donofrio at the Nassau-Suffolk School Board Association’s Fiscal Governance Workshop to be held at Villa Lombardi’s in Holbrook, New York on Wednesday, November 29, 2023 at a cost to the district of \$100 per person.

Q. Approval of Attendance at Emergency Forum

RESOLVED, that the Board of Education hereby approves the attendance of Board of Education President Marc Negrin at seminar on emergency practices sponsored by the Nassau-Suffolk School Boards Association on Thursday, November 2, 2023 at Villa Lombardi’s in Holbrook, New York.

R. Authorization to Conduct Blood Drive

RESOLVED, that the Board of Education hereby authorizes the Patchogue-Medford Congress of Teachers (PMCT) and the New York Blood Center to hold a blood drive on November 27, 2023 at the Oregon Middle School sponsored and organized by the PMCT, and the Board of Education hereby grants a waiver in accordance with Policy #1330.

S. Policy Adoption

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

- 1338 Use of School Facilities for Blood Drives
- 3100 Budget Planning
- 3100.1 Fiscal Management Goals
- 3100.2 Determination of Budget Priorities
- 3101 Budget Deadlines and Schedules
- 3101.1 Budget Hearing
- 3102 Dissemination of Budget Recommendations
- 3230 Federal Funds
- 3231 Post-Issuance Compliance Policy for Bond Issues
- 3240 Tuition for Foster Children
- 3290 Investment Policy w-Regulations
- 3434 Claims Auditor
- 3434.1 Independent Audit Policy
- 3517 Security of Facilities
- 3528 Carbon Monoxide Detection and Response
- 3545 Transportation Philosophy w-Regulations

13. CONSENT AGENDA – (continued)

3600	Use of Cell Phones
3610	Use of Credit Cards
3615	Key Distribution Policy
3700	Payroll Certification Forms (PAR) w-regulations
4133	Professional Trips
4133.1	In-District Mileage Rates
4216.3	Food Services Supervisor w-regulations
4216.5	Director of Facilities
5118	Non-Resident Students – Tuition Charge
6153	Field Trips w-regulations

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

14. 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 December 18, 2023, Board of Education agenda:

2410	Table of Administrative Organization
4431	Staff-Student Relations
4440	Rights of Employees to Express Breast Milk in the Workplace
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

B. Policy Second Reading

Due to a recommended change, this policy is being presented for a second reading. If no other changes are made, it will be presented at the December 18, 2023, Board of Education meeting:

1355	School Safety Plans and Teams
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15. SUPERINTENDENT’S REPORT

Dr. Jones provided a report on her recent activities.

16. COMMITTEE REPORTS

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

17. COMMENTS AND QUESTIONS

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

18. BOARD COMMENTS

Members of the Board of Education provided comments.

19. ADJOURNMENT

Motion offered by Thomas Donofrio, seconded by Bernadette Smith to
wit:

RESOLVED, that there being no further items for discussion, the meeting is adjourned
at 8:44 p.m.

Motion carried: 7 - Yes; 0 – No

Respectfully submitted,

Dennis M. Logan
District Clerk