

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

Business Meeting
Saxton Middle School Auditorium
September 18, 2023

PRESIDING OFFICER: Marc Negrin, President

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

MEMBERS OF THE BOARD ABSENT: Thomas Donofrio

OFFICIALS OF THE BOARD PRESENT: Dennis Logan, District Clerk; Lisa Hutchinson; General/Labor Counsel; Christopher Shishko, General/Labor Counsel; Gregory Gillen, General/Labor Counsel

ADMINISTRATIVE STAFF PRESENT AND REPORTING: Donna Jones, Superintendent of Schools; Lori Cannetti, Assistant Superintendent for Instruction; Joey Cohen, Assistant Superintendent for Instruction, 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 5:30 p.m.

2. EXECUTIVE SESSION

Motion offered by Diana Andrade, seconded by Kelli Anne Jennings to wit:

RESOLVED, that the Board of Education enters Executive Session in order to conduct confidential discussions regarding employee discipline matters, student placement and collective bargaining matters at 5:32 p.m.

Motion carried: 5 - Yes; 0 - No; 2 - Absent (T. Donofrio, J. Krieger)

3. ARRIVAL OF BOARD MEMBER

Board of Education Member Jennifer Krieger arrived and joined Executive Session at 5:35 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 7:32 p.m.

5. School Attorney Christopher Shishko departed the meeting at this point.
PLEDGE OF ALLEGIANCE

Mr. Negrin 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.

7. **PRESENTATIONS AND REPORTS**

Superintendent of Schools Donna Jones and the Assistant Superintendents provided a report regarding the opening of schools for the 2023-2024 School Year.

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

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

Mr. Frascogna departed the meeting after his report at 7:58

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 Francis Salazar to approve the Consent Agenda, Items A through M, as follows:

A. Approval of Minutes

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

- August 21, 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
10. **CONSENT AGENDA** – (continued)

RESOLVED, that the Board of Education hereby approves the following personnel Reports. (see Schedule #1 - Attached)

- A1. Instructional Staff
 - A2. Instructional Staff LOA>Returns
 - B1. Operational Staff
 - B2. Operational Staff LOA>Returns
- 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. Acceptance of Financial Reports

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

- 1. Treasurer's Report – July
- 2. Claims Auditor Letter – July
- 3. Claims Auditor Reports – July
 - 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
- 5. Extra Classroom Activity Fund – July
- 6. Scholarship Activity Fund – July
- 7. General Fund Financial Reports – July
- 8. School Lunch Fund Financial Reports – July
- 9. School Special Aid Fund Financial Reports – July
- 10. Capital Projects Fund Financial Reports – July

- 11. Miscellaneous Special Revenue Funds Reports – July
 - 12. Debt Service Fund Financial Reports – July
- 10. CONSENT AGENDA – (continued)**

- 13. Workers’ Comp. Reserve Financial Reports – July
- 14. Budget Transfer Query – July
- 15. Capital Project Report (7/01/99 – Present) – July
- 16. Warrants – July

E. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period August 15, 2023 through September 7, 2023, in the amount of \$331,973.53 as provided to the Board of Education.

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

F. 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.	Adler, Kathie	Adult Ed Instruction	No fee is required in connection with this agreement	No	Attorney Approved District Template	Yes
2.	Alessi, Patricia	Adult Ed Instruction	\$30.00 per hour for a maximum of 30 hours per fall 2023-2024 semester; Rate is unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes
3.	Bennett, Bruce	Adult Ed Instruction	\$30.00 per hour for a maximum of 4 hours per fall 2023-2024 semester; Rate is unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes
4.	Black, George	Adult Ed Instruction	\$30.00 per hour for a maximum of 20 hours per fall 2023-2024 semester; Rate is unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes

10. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
5.	Borrelli, Anthony	Adult Ed Instruction	\$30.00 per hour for a maximum of 40 hours per fall 2023-2024 semester; Rate is unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes
6.	Concord Theatricals	SOMS All School Musical Production of <i>The Wizard of Oz: Youth Edition</i> on March 22-23, 2024	\$951.03	No	Not Necessary	No
7.	DeStefano, Paul	Adult Ed Instruction	\$30.00 per hour for a maximum of 10 hours per fall 2023-2024 semester; Rate is unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes
8.	DiRoma, Dina d/b/a Notary Public Central, Inc.	Adult Ed Instruction	\$75.00 per person for Notary Pre-License and Signing Agent courses and \$45.00 per person for Notary Public Refresher course; Rates are unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes
9.	Dome, Lenora	Adult Ed Instruction	\$30.00 per hour for a maximum of 5 hours per fall 2023-2024 semester; Rate is unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes
10.	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

10. CONSENT AGENDA – (continued)

<i>#</i>	<i>Contract</i>	<i>Description</i>	<i>Rate</i>	<i>Atty. Reviewed</i>	<i>Reason</i>	<i>Renewal</i>
11.	Flood, Janet	Adult Ed Instruction	\$30.00 per hour for a maximum of 10 hours per fall 2023-2024 semester; Rate is unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes
12.	Frey, Laurel	Adult Ed Instruction	\$30.00 per hour for a maximum of 30 hours per fall 2023-2024 semester; Rate is unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes
13.	Girls Inc. of Long Island	Consultant/Volunteer Services	No fee is required in conjunction with this agreement	No	Attorney Approved District Template	Yes
14.	Heartland Payment Systems, LLC d/b/a Heartland School Solutions	Consultant Services	\$10,175.00 annually	Yes	Vendor Template	No
15.	Island Photography	Student Photos for Oregon MS	See contract for specific rates	No	Not Necessary	No
16.	Island Photography	Student Photos for Saxton MS	See contract for specific rates	No	Not Necessary	No
17.	Island Photography	Student Photos for South Ocean MS	See contract for specific rates	No	Not Necessary	No
18.	Lopez, Alma Lynn	Adult Ed Instruction	\$30.00 per hour for a maximum of 40 hours per fall 2023-2024 semester; Rate is unchanged from spring 2022-2023	No	Attorney Approved District Template	Yes

10. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
19.	Mindful Schools	Services Contract Amendment	\$45,000	Yes	Attorney Approved Template	No
20.	Mr. DJ Entertainment, LLC	DJ Services for Raider Bowl on September 28, 2023	\$350.00. Overtime rate is \$125.00 per hour	Yes	Attorney Prepared Rider	No
21.	Music Theatre International (MTI)	Saxton MS All School Musical Production of <i>Annie Jr</i> on March 22-23, 2024	\$1,217.00	No	Not Necessary	No
22.	PLC Holdco d/b/a Associates, LLC	Consultant Services for Special Education Professional Development	\$15,500.00	No	Attorney Approved District Template	Yes
23.	SAVVAS Learning Company, LLC	Consultant Services	\$489,230.00 (Contract amended to include an additional service from the vendor and to reduce total cost by \$770.00)	No	Attorney Approved District Template	No
24.	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
25.	St. Charles Hospital	Middle School Athletic Trainer	\$16,500.00	No	Attorney Approved Template	No RFP # 2023-13
26.	Steiger, Ronald dba Woodbury CPA	Adult Ed Instruction	No fee is required in connection with this agreement	No	Attorney Approved District Template	Yes
27.	Taylor Publishing d/b/a Balfour	Saxton MS Yearbook	Base price has increased by \$2.00 per yearbook, based on 120 yearbooks ordered	No	Vendor Template	Yes

10. CONSENT AGENDA – (continued)

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
28.	Taylor Publishing d/b/a Balfour	SOMS Yearbook	Base price has increased by \$2.00 per yearbook, based on 120 yearbooks ordered	No	Vendor Template	Yes

G. Disposition of Obsolete Items

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

- Assorted K-5 My Math Books (located at Barton Elementary School)

H. Acceptance of Donations

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

- \$430.00 from the Patchogue-Medford Hall of Fame Booster Club, Inc. to be used as the stipend for the High School advisor working with the Patchogue-Medford Hall of Fame Booster Club’s High School Club in the 2023-2024 school year.
- Virtual Enterprise International, Inc. would like to subsidize the Virtual Enterprise program fees for the 2023-2024 school year by providing a total of \$8,333.33 which is to be allocated as follows: \$3,500.00 to participate in the SY 23-24 VE HS Program Curriculum, \$2,833.33 subsidized for trade show participation and in-person extended learning event costs, and \$2,000.00 to help cover transportation expenses incurred in the participation in key events of this program.
- The Kiwanis Club would like to establish a memorial garden at River Elementary in memory of Brian Ilg. The Kiwanis Club will pay for all of the materials and LI Aquascape will do the labor free of charge. The total value of these donations is \$7,000.00.

I. Acknowledgement of Receipt of Report of Examination by the Office of the New York State Comptroller

RESOLVED, that the Board of Education hereby acknowledges receipt of a Report of Examination by the Office of the New York State Comptroller regarding “Health Insurance Buyouts,” dated July 2023, and the district’s Corrective Action Plan in response to the Report of Examination as shown below:

10. CONSENT AGENDA – (continued)

	Recommendation	Response	Estimated Implementation Dates
1.	Perform a cost-benefit analysis and review of the District’s eligibility requirements to determine if the program is implemented in the most prudent and cost-effective manner.	The District will prepare a cost-benefit analysis as contracts near their expiration to identify what further savings may be realized if the health insurance buyout is restricted.	October 2025
2.	Consider negotiating with the various unions and individuals to exclude eligibility for health insurance buyouts to employees covered by the District’s same health insurance plan through a spouse or parent employed by the District.	Pending the outcome of the cost-benefit analysis outlined in item #1 above, the district will consider bringing this item forward as collective bargaining agreements are up for renewal.	January 2026

J. Establishment of Tax Levy and Tax Rate – Patchogue-Medford School District

RESOLVED, that the Board of Education hereby authorizes a tax levy of \$127,905,799 with a tax rate of \$294.2230 per \$100 of assessed valuation. This will result in a 3.85% tax rate increase.

K. Establishment of Tax Levy and Tax Rate – Patchogue-Medford Library

RESOLVED, that the Board of Education hereby authorizes a Patchogue-Medford Public Library tax levy of \$9,265,770 with an actual tax rate of \$21.3141 per \$100 of assessed valuation.

L. Authorization for Student Trips

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

TRIP #R502113: Approximately 150 High School 11th grade students accompanied by Kristina Davidson, Carrie Pickford and Garrett Comanzo will travel to Six Flags Great Adventure in Jackson Township, NJ on

10. CONSENT AGENDA – (continued)

Saturday, October 28, 2023. The cost to the students is approximately \$110.00. Transportation was booked with ES BOCES. There is no cost to the district as no substitute teachers are needed.

TRIP #502114: Approximately 5 High School students accompanied by Estefany Gutierrez will travel to Rochester, NY to participate in the 2023 All-State Winter Conference on Thursday, November 30, 2023, and return Sunday, December 3, 2023. There is no cost to the students as the Music Department will be paying all costs. Transportation will be via Hampton Jitney Bus. The cost to the district is approximately \$135.00 for one substitute teacher needed on December 1, 2023.

M. Approval of Conferences

RESOLVED, that Board of Education approves the attendance of the staff member listed at the conference specified:

#	<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>
1.	Carolyn Candela, Robert Christie	Nassau BOCES Mental Health Consortium – <i>MHC Presentation & SEL/MH Liaison Meeting;</i> Virtual	September 19, October 17, November 21, December 19, 2023; and January 16, February 20, March 19, April 16, May 21, June 18, 2024	Nassau BOCES	\$2,950.00 for District	District
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	- Janice Guzman, Debbie Ramos-Rudiger, Heather Suarez	- Nassau BOCES Mental Health Consortium – <i>Social Worker Circle;</i> Virtual	-September 12, October 10, November 14, December 12, 2023; January 9, February 13, March 12, April 9, May 14, June 11, 2024			
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	- Amanda Wood Carolyn Walsh	- Nassau BOCES	October 20, November 17, December 15, 2023;			

		Mental Health Consortium – <i>School Psychologist Collaborative Clinical Discussion Group</i> ; Virtual	January 19, February 16, March 15, April 19, May 17, June 21, 2024			
- Roanie Taveras Annette Mroczkowski Damian Walsh	- Nassau BOCES Mental Health Consortium – <i>Substance Use Counselor Circle</i> ; Virtual	-	October 6, December 1, 2023; February 2, April 5, 2024			
----- Carolyn Walsh	- Nassau BOCES Mental Health Consortium – <i>PREPaRE – Crisis Team Leader Meetings</i> ; Virtual	-	October 4, December 6, 2023; February 7, March 6, 2024			
- Damian Walsh, Annette Mroczkowski, Ryan Crabtree	- Nassau BOCES Mental Health Consortium – <i>Restorative Practices Collegial Circle</i> ; Virtual	-	September 11, October 9, November 13, December 11, 2023; January 8, February 12, March 11, April 8, May 13, June 10, 2024			
- Nicole Natoli, Tamar Varnai, Nicole	- Nassau BOCES Mental Health Consortium –	-	October 2, December 4, 2023; February 5, April 8, 2024			

	Simoline, LoriAnn Solano	<i>BCBA Circle;</i> Virtual				
2.	Kimberly Hochberg	CPI Nonviolent Crisis Intervention Refresher – Wheatley Heights, NY	September 21, 2023	Crisis Prevention Institute	\$1,700	Grant

A roll-call vote was taken on the Consent Agenda, Items A through M:

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

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

The Consent Agenda was approved.

11. 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 October 23, 2023, Board of Education agenda:

- 3615 – Key Distribution Policy

12. SUPERINTENDENT’S COMMENTS

Dr. Jones provided comment and information regarding her activities and happenings in the district.

13. COMMENTS AND QUESTIONS

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

14. BOARD COMMENTS

Members of the Board of Education provided comments.

15. DISCUSSION TOPICS

The Board of Education meeting re-located to Room 124 in order for the members of the board to discuss the board's goals for the 2023-2024 school year.

16. ADJOURNMENT

Motion offered by Bernadette Smith, seconded by Jennifer Krieger to wit: RESOLVED, that there being no further items for discussion, the meeting is adjourned at 9:38 p.m.

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

Respectfully submitted,

Dennis M. Logan
District Clerk