

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

Business Meeting  
Saxton Middle School Auditorium  
April 26, 2021

**PRESIDING OFFICER:** Kelli Anne Jennings, President

**MEMBERS OF THE BOARD PRESENT AND VOTING:** Diana Andrade, Teresa Balducci-Greenberg, Thomas Donofrio, Marc Negrin, Anthony O'Brien, Bernadette Smith

**OFFICIALS OF THE BOARD PRESENT:** Dennis M. Logan, District Clerk; Richard Guercio, General/Labor Counsel; Lisa Hutchinson, 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; 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 to order in the Room 124 of Saxton Middle School at 6:33 p.m.

**2. EXECUTIVE SESSION**

Motion offered by Marc Negrin, seconded by Anthony O'Brien to wit:  
RESOLVED, that the Board of Education enters Executive Session in order to conduct a confidential discussion regarding tenure reviews and collective bargaining matters at 6:33 p.m.

Motion carried: 7 - Yes; 0 – No

**3. RESUME PUBLIC SESSION**

Board of Education President Kelli Anne Jennings called the meeting to order in Public Session in the Saxton Middle School Auditorium at 7:32 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 rules pertaining to the COVID-19 pandemic.

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

Student Ex-Officio Member Madison Frascogna provided her monthly report for those present.

**7. PRESENTATIONS AND REPORTS**

A. New York State School Boards Association Recognition

District Clerk Dennis Logan presented the following achievement awards on behalf of the New York State School Boards Association:

7. **PRESENTATIONS AND REPORTS – (continued)**

Board of Education President Kelli Anne Jennings was recognized by the New York State School Board Association with the Lifetime Achievement Award having accrued 500 participation points in their programs.

Board of Education member Bernadette Smith was recognized by the New York State School Boards Association for accruing 250

Board of Education 2<sup>nd</sup> Vice President Marc Negrin was recognized by the New York State School Boards Association for accruing 75

B. Employees of the Month

Assistant Superintendent for Human Resources Joey Cohen recognized the following individuals as Employees of the Month for March 2021:

- Kathleen Sumner, Health Aide at South Ocean Middle School
- Carol Sicignano, District-wide Transportation Supervisor
- Warren Bormann, Security Supervisor at Patchogue-Medford High School

C. Special Education Presentation

Dr. Jessica Lukas, Assistant Superintendent for Special Education and Pupil Services, provided a presentation regarding Special Education Equity and Inclusivity.

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

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

9. **CONSENT AGENDA**

**Motion offered by Thomas Donofrio, seconded by Teresa Balducci-Greenberg to approve the Consent Agenda (Items A through N) as follows:**

A. Approval of Minutes

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

- March 22, 2021 – Business Meeting Minutes
- March 23, 2021 – Budget Workshop #4 Minutes
- April 6, 2021 – Special Meeting/Budget Workshop #5 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) proceeding 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

9. CONSENT AGENDA – (continued)

B2. Operational Staff Leaves of Absence/Returns

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 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 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 period of February 1, 2021 to February 28, 2021:

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. Trust & Agency Fund Financial Reports
12. Private Purpose Trust Fund Financial Reports
13. Debt Service Fund Financial Reports
14. Workers' Comp. Reserve Financial Reports
15. Budget Transfer Query
16. Capital Project Report (7/01/99 – Present)
17. Warrants

E. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period March 13, 2021 through April 8, 2021 in the amount of \$921,000.00, as provided to the Board of Education.

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

9. CONSENT AGENDA – (continued)

F. Approval of Contracts

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

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	E3 Creative Resources Group	Virtual Ceremonies Services Agreement	See contract for specific rates	No	Attorney Approved Template	Yes
2.	Michelle Tor, Inc.	Consultant Services – AMENDMENT	Not to exceed \$108,000 per year	No	Attorney Approved Template	Yes
3.	Seneca Consulting Group	Affordable Care Act Consulting Services	\$10,500.00; Rate is unchanged from 2020-2021	No	Not Necessary	Yes
4.	West Islip UFSD	Special Education Services – District of Residence	In accordance with Education Law Section 3602-c and the Regulations or Rules of the Comm. of Education	No	Attorney Approved District Template	Yes

G. Bid Awards

RESOLVED, that the Board of Education hereby approves the following Bid Awards:

- #2019-09 Printing Bid:
  - Island Pro Digital, Inc.
  - Lorraine Gregory Communications
  - Tobay Printing
- #2020-05 Special Education RFP for Nursing Services:
  - Apex Therapeutic
  - Bayada
  - Christian Nursing Registry
  - Community Care Companions
  - Health Source Group
  - Maxim
- #2020-08 Special Education RFP for Behavioral Services:
  - Blue Sea Educational Consulting
  - LIDC
  - NSSA
  - NY Therapy Placement Services
  - Out East Therapy
- #2021-02 Floor Mats Bid: American Pad, Inc.
- #2021-04 Communications/Public Relations RFP: Arrow Media, Inc.

H. Disposal of Obsolete Items

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

- Library books (*located at Bay Elementary School*)

9. **CONSENT AGENDA – (continued)**

I. Acceptance of Donation

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

\$3,000.00 from Adopt A Classroom and Donaldson’s Subaru to be divided into \$500 increments for six teachers at Medford Elementary School to purchase any classrooms supplies they want in 2021-2022.

J. Addition of Textbook to the Official Listing

RESOLVED, that the Board of Education authorizes that the textbook listed below be added to the official listing:

**Secondary Dual-Language/Bilingual Department**

**Title:** Antologia 4  
**Author:** Vista Higher Learning  
**Copyright:** 2021  
**Publisher:** Sharla Zwirek  
**Grade(s):** 6  
**Type:** Basic Text

K. Approval of Tax Anticipation Notes

**TAX ANTICIPATION NOTE RESOLUTION OF PATCHOGUE-MEDFORD UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED APRIL 19, 2021, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$47,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2022**

RESOLVED BY THE BOARD OF EDUCATION OF PATCHOGUE-MEDFORD UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called “Notes”) of Patchogue-Medford Union Free School District, in the County of Suffolk, New York (herein called “District”), in the principal amount of not to exceed \$47,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called “Law”).

Section 2. The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2021 and ending June 30, 2022, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

(b) The Notes shall mature within the period of one year from the date of their issuance.

(c) The Notes are not issued in renewal of other notes.

(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

9. **CONSENT AGENDA – (continued)**

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute tax certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

L. Approval of Property Tax Report Card

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby adopts the Property Tax Report Card for the 2021-2022 school year.

M. Approval of SEQRA Resolution for Capital Projects

RESOLVED, that upon the recommendation of the Superintendent, the Patchogue-Medford Union Free School District Board of Education approves the following resolution:

WHEREAS, the Board of Education desires to embark upon the Proposed Capital Construction Project (Project), which includes; renovation of three (3) art rooms and creating a new earth science lab, hereto; and

WHEREAS, said Project is subject to classification under the State Environmental Quality Review Act (SEQRA); and now, therefore be it

RESOLVED, that the Board of Education hereby declares itself lead agency in connection with the requirements of SEQRA; and the Board of Education, as the lead agency, has examined all information related to the Project and has determined that the Project as a whole hereto is classified as a Type II Action as defined by Section 617.5(c)(8) of the SEQRA Regulations and therefore requires no further review; 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 final Project acceptance, upon receipt, from the New York State Office of Parks, Recreation and Historic Preservation, in connection with its request for approval of said Project from the New York State Education Department.

**9. CONSENT AGENDA – (continued)**

N. Approval of Credit Recovery Agreement with the Patchogue-Medford Congress of Teachers

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves an Agreement with the Patchogue-Medford Congress of Teachers regarding Credit Recovery Services and authorizes the President of the Board of Education to execute said Agreement on behalf of the district.

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

**Diana Andrade – Yes**

**Teresa Baldinucci-Greenberg – Yes**

**Thomas Donofrio – Yes**

**Marc Negrin - Yes**

**Anthony O'Brien - Yes**

**Bernadette Smith - Yes**

**Kelli Anne Jennings - Yes**

**The Consent Agenda was approved.**

**10. INFORMATION ITEMS**

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 May 24, 2021 Board of Education agenda:

- 5121.1 Screening of New Students for Enrollment in Schools

**11. SUPERINTENDENT'S REPORT**

Dr. Jones provided a report on her recent activities.

**12. COMMITTEE REPORTS**

Board of Education members reported on the Board of Education Committees which they chair.

**13. DISCUSSION TOPICS**

Board of Education President Kelli Anne Jennings reported that she attended a Board Presidents' Roundtable with the other Board of Education presidents from districts in Brookhaven Town.

**14. COMMENTS AND QUESTIONS**

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

**15. BOARD OF EDUCATION COMMENTS**

Members of the Board of Education made 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 9:19 p.m.

Motion carried: 7 - Yes; 0 – No

April 26, 2021  
Business Meeting

Respectfully submitted,

Dennis M. Logan  
District Clerk