

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

Business Meeting  
Saxton Middle School  
Auditorium  
September 16, 2019

**PRESIDING OFFICER:** Anthony O'Brien, President

**MEMBERS OF THE BOARD PRESENT AND VOTING:** Diana Andrade, Teresa Baldinucci-Greenberg, Thomas Donofrio, Kelli Anne Jennings, Marc Negrin, 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, Interim 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 Anthony O'Brien called the meeting order in Room 119 of Saxton Middle School at 6:34 p.m.

**2. EXECUTIVE SESSION**

Motion offered by Marc Negrin, seconded by Teresa Baldinucci-Greenberg to wit:

RESOLVED, that the Board of Education hereby enters Executive Session to consult counsel about confidential contractual negotiations with two of the district's bargaining units, conduct administrative employment interviews and a confidential pupil personnel matter at 6:34 p.m.

Motion carried: 7 - Yes; 0 - No

**3. DEPARTURE OF BOARD MEMBER**

Board of Education Member Mark Negrin departed the meeting at 7:32 p.m. during Executive Session.

**4. RESUME PUBLIC SESSION AND**

Mr. O'Brien called the meeting to order at 7:57 p.m. in the Saxton Middle School Auditorium.

**5. PLEDGE OF ALLEGIANCE**

Mr. O'Brien led those in attendance in the Salute to the Flag.

**6. SAFETY MESSAGE**

District Clerk Dennis Logan provided the emergency evacuation procedure and explained the prohibition of smoking on school property.

**7. PRESENTATIONS AND REPORTS**

- A. The Interim Superintendent, Assistant Superintendents and Business Official reported on the re-opening of school for the 2019-2020 school year as it related to the areas they manage.
- B. Board of Education President Anthony O'Brien presented Board Achievement Awards from the New York State School Boards Association to Board Members Teresa Balducci-Greenberg and Bernadette Smith which were awarded based on their participation in NYSSBA training activities, legal conferences and custom board retreats.
- C. Assistant Superintendent for Human Resources Joey Cohen provided a brief report regarding newly tenured professional staff members and introduced those who were present at the meeting.

**8. ADMINISTRATION OF OATH OF OFFICE TO EX-OFFICIO STUDENT MEMBER**

District Clerk Dennis Logan administered the Oath of Office to 2019-2020 Ex-Officio Student Member of the Board of Education Sarah Emr.

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

Ex-Officio Student Member Sarah Emr provided a report to those present.

**10. COMMENTS ON REPORTS AND AGENDA ITEMS**

Those present were given an opportunity to comment on the reports and the items on the Consent Agenda.

**11. CONSENT AGENDA**

**Motion offered by Kelly Anne Jennings, seconded by Teresa Balducci-Greenberg to approve the Consent Agenda (Items A through P) as follows:**

- A. Approval of Minutes

RESOLVED, that the Board of Education hereby approves the following meeting minutes:

- August 26, 2019 – Business Meeting
- August 28, 2019 – Special Meeting

- 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 and least three (3) of the four (4) proceeding years, and if the individual receives a rating of one (1) 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 LOA/Returns
- A3. Instructional Payout Information
- B1. Operational Staff
- B2. Operational Staff LOA/Returns
- B3. Operational Payout Information

**11. CONSENT AGENDA – (continued)**

C. Approval of Provision of Educational Opportunities for Resident Pupils with Disabilities

RESOLVED, that the Board of Education approves the provision of educational opportunities to resident pupils as listed, in date order, on the rosters provided.

- 1. Committee on Pre-School Special Education
- 2. Committee on Special Education

D. Acceptance of Financial Reports

RESOLVED, that the Board of Education hereby accepts the following financial reports for the period of July 1, 2019 through July 31, 2019:

- 1. Treasurer’s Report
- 2. Claims Auditor Letter
- 3. Claims Auditor Reports
  - 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
- 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, provided to the board, which total \$186,595.00.

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

F. Approval of Contracts

RESOLVED, that the Board of Education hereby approves the following contracts as presented to the Board of Education:

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	Cleary School for the Deaf	4201 Service Agreement	\$73,332.00 per pupil	No	Attorney Approved Template	Yes

**11. CONSENT AGENDA – (continued)**

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
2.	Curriculum Travel of America	Saxton MS 8 <sup>th</sup> Grade Field Trip May 7, 2020-May 8, 2020	See contract for specific rates	No	Vendor Template	Yes
3.	Eastern Suffolk BOCES	Revised Shared Services for <b>2018-2019</b> to reflect actual services	2018-2019 Initial Contract to PM: \$18,532,016.86; Actual Services Final Billing to PM: \$17,675,405.06	No	Not Necessary	Yes
4.	Hope for Youth, Inc.	Consultant Services – Academic Tutoring	\$49.00 per hour for 2019-2020; Rate is unchanged from 2018-2019	No	Attorney Approved District Template	Yes
5.	Laurel Associates	PMHS College and Career School Night - October 7, 2019	\$6,275.00 for 2019-2020; An increase of \$75.00 over 2018-2019	No	Vendor Template	Yes
6.	NYSARC, Inc. – Suffolk Chapter	611/619 IDEA Federal Flow Through Funds	In accordance with NYS Law and procedures established by NYSED	No	Attorney Approved Template	Yes
7.	PLC Associates	Consultant Services Agreement	4 full days per month September 2019-June 2020; Not to exceed \$147,020.00	No	Attorney Approved District Template	No
8.	Syosset Home Tutoring, Inc.	Consultant Services – Academic Tutoring	\$48.00 per hour; an increase of \$2.00 per hour over 2018-2019	No	Attorney Approved District Template	Yes

**G. Bid Awards**

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

- #2019-13 Internal Auditing Services RFP: Cerini & Associates, LLP
- #2019-14 School Security RFP: A+ Technology and Security, Inc. and Digital Provisions, Inc.

**H. Disposition of Obsolete Items**

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

- One Signet Clarinet, Serial #91069; one Selmer Oboe, Serial #02691; and one Martin Baritone Saxophone, Serial #114571 (*located at PMHS and Saxton MS*)
- One Vespro Clarinet, Serial #T29837 (*located at PMHS*)

**I. Acceptance of Donations**

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

- \$10,000.00 from Zebra Technologies Corporation to the PMHS Robotics Team.
- \$500.00 from Lions Club of Patchogue, Inc. to the Virtual Enterprise Class to use towards their NYC competition.

**11. CONSENT AGENDA – (continued)**

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

RESOLVED, that the Board of Education hereby authorizes a tax levy of \$115,864,342 with a tax rate of \$268.46 per \$100 of assessed valuation, which will result in a 2.64% 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 \$8,799,012 with an actual tax rate of \$20.3875 per \$100 of assessed valuation.

L. Recommended Authorization for Student Trips

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

1. TRIP #R500899: Approximately 30 Oregon students accompanied by Christy Reinert, Alison Worme, Marie Essig and 30 additional parental chaperones will travel to the Lyceum Theatre in New York City, New York, to see “A Christmas Carol” on Saturday, November 16, 2019. Transportation will be via LIRR (Ronkonkoma Station). The cost to the students is approximately \$125.00. There is no cost to the district as no substitute teachers are needed.
2. TRIP #R500895: Approximately 50 High School students accompanied by Michael Scholz, Nancy Gladd, Director, Mark Stuckey and 2 additional parental chaperones will travel to the Metropolitan Museum of Art in New York City, New York on Thursday, November 7, 2019. Transportation will be via LIRR (Patchogue Station). The cost to the students is approximately \$30.00. The cost to the district is \$280.00 for two substitute teachers needed on November 7, 2019.
3. TRIP #R500912: Approximately 24 High School students accompanied by Steve Cole and Craig Collins will travel to Goddard Park in East Greenwich, Rhode Island for the Brown Cross Country Invitational at Brown University on Friday, October 18, 2019 and return Saturday, October 19, 2019. Transportation will be provided by Montauk Bus. The cost to the students is approximately \$125.00. The cost to the district is \$280.00 for two substitute teachers needed on October 18, 2019.
4. TRIP #500947: Approximately 3 High School students accompanied by Rudy Johnson will travel to Rochester, New York on Thursday, December 5, 2019 and return Sunday, December 8, 2019 to attend the NYSSMA All State Winter Conference. Transportation from Exit 63 Park and Ride of the LIE to be provided by outside transportation. There is no cost to the students. The cost to the district is \$280.00 for one substitute teacher needed on December 5, 2019 and December 6, 2019.

**11. CONSENT AGENDA – (continued)**

**M. Approval of Conferences**

RESOLVED, that the Board of Education hereby approves attendance by the following staff member at the conference specified:

- Gail Fiorelli – The Coaching Institute of Reading K-8, January 26, 2020, through January 29, 2020, at Columbia University, New York City, at a cost of \$780.00 to be paid for by the District.
- Frank Mazzie – School Business Officials Leadership Academy and Ed Summit, November 8, 2019 through November 9, 2019 at Saratoga, New York; December 3, 2019 through December 6, 2019 at Albany, New York; May 29, 2020 through May 30, 2020 at Saratoga, New York; at a cost of \$2,612.58 to be paid for by the District.
- Frank Mazzie – School Business Management Workshop, November 5, 2019 through November 8, 2019, at Saratoga Springs, New York, at a cost of \$1,098.56, to be paid for by the District.

**N. Approval of District-Wide Safety Plan**

WHEREAS, the district's District-Wide School Safety Plan has been reviewed and revised by the district's administration and School Safety Committee and a draft has been submitted to the Board of Education for review, therefore, be it  
RESOLVED, that the Board of Education hereby approves the District-Wide School Safety Plan for the 2019-2020 school year and authorizes the district administration to submit it to the New York State Education Department.

**O. Approval of Building Level Safety Plans**

WHEREAS, the district's Individual School Safety Plans have been reviewed and revised by the district's administration and School Safety Committee and a draft of each has been submitted to the Board of Education for review, therefore, be it  
RESOLVED, that the Board of Education approves the Building Level School Safety Plans for the following buildings as submitted and directs the district administration for submit said plans to the New York State Education Department as required:

- Patchogue-Medford High School
- Oregon Middle School
- Saxton Middle School
- South Ocean Middle School
- Barton Elementary School
- Bay Elementary School
- Canaan Elementary School
- Eagle Elementary School
- Medford Elementary School
- River Elementary School
- Tremont Elementary School

**P. Approval of Memorandum of Agreement with Civil Service Employees' Association Part-Time Unit**

RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board of Education here by approves a Memorandum of Agreement recognizing the representation of the Part-Time Childcare Assistant Group Leaders by said unit and authorizes the President of the Board of Education to execute the Memorandum of Agreement on behalf of the district.

**11. CONSENT AGENDA – (continued)**

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

<b>Diana Andrade – Yes</b>	<b>Marc Negrin – Absent</b>
<b>Teresa Balducci-Greenberg – Yes</b>	<b>Bernadette Smith - Yes</b>
<b>Thomas Donofrio - Yes</b>	<b>Anthony O’Brien – Yes</b>
<b>Kelli Anne Jennings - Yes</b>	

**The Consent Agenda was approved.**

**END OF CONSENT AGENDA**

**12. INFORMATION ITEMS**

Mr. Logan reminded those present that applications for Board of Education Committees are available and due no later than September 30, 2019.

**13. INTERIM SUPERINTENDENT’S REPORT**

Dr. Jones discussed her recent activities in the district and upcoming events.

**14. COMMITTEE REPORTS**

Board of Education members provided updates on the activities of the Board Committees which they chair.

**15. BOARD DISCUSSION TOPICS**

The members of the Board of Education conducted a conversation regarding Board of Education Goals for the 2019-2020 school year.

**16. COMMENTS AND QUESTIONS**

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

**17. BOARD OF EDUCATION COMMENTS**

Members of the Board of Education made comments.

**18. ADJOURNMENT**

Motion offered by Teresa Balducci-Greenberg, seconded by Diana Andrade to wit:

**RESOLVED**, that there being no further items for discussion, the meeting is adjourned at 8:45 p.m.

Motion carried: 6 - Yes; 0 – No; 1 – Absent (M. Negrin)

Respectfully submitted,

Dennis M. Logan  
District Clerk