

**BOARD OF EDUCATION
PATCHOGUE-MEDFORD SCHOOL DISTRICT
241 South Ocean Avenue
Patchogue, New York 11772
October 28, 2024
BOARD OF EDUCATION BUSINESS MEETING
MINUTES
Saxton Middle School Auditorium
7:30 pm**

PRESIDING OFFICER: Marc Negrin, President

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

OFFICIALS OF BOARD PRESENT: Theresa DeLeva, District Clerk, Gregory Gillen, General/Labor Counsel; Lisa Hutchinson, General/Labor Counsel

ADMINISTRATIVE STAFF PRESENT AND REPORTING: Donna Jones, Superintendent of Schools, Lori Cannetti, Assistant Superintendent of Instruction; Jessica Lukas, Assistant Superintendent of Pupil Services; Frank Mazie, Assistant Superintendent of Business

1. Call to Order

Board of Education President Marc Negrin called he meeting to order in Room 124 of Saxton Middle School at 6:00 pm.

2. Executive Session

Motion offered by Bernadette Smith, seconded by Kelli Anne Jennings to wit:
RESOLVED, that the Board of Education enters Executive Session in order to discuss personnel and other confidential legal matters at 6:01 pm.

Motion carried: 5-Yes, 0-NO, 2-ABSENT

3. Resume Public Session

Board of Education President, Marc Negrin called the meeting to order in Public Session in the Saxton School Auditorium at 7:37 pm.

4. Pledge of Allegiance/Welcome

Board of Education President, Marc Negrin welcomed members of the audience and led those present in the Salute to the Flag.

5. Ground Rules/Safety Message

District Clerk, Theresa DeLeva explained the Emergency Evacuation Procedure, the prohibition of smoking on school property and the ground rules for the meeting.

6. Presentations and/or Reports

A. Employees of the Month for October:

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

- Karen Laredo-Whaley, Bilingual Senior Office Assistant, ENL Office
- Dr. Randy Rusielewicz, Principal, PMHS
- Christopher Schiefer, Gr. 6 Teacher, Oregon

B. School Board Recognition

- Assemblyman Joseph DeStefano, Legislator Dominic Thorne, Town Councilman Foley and County Executive Ed Romaine addressed the Board of Education to congratulate them on their service. Certificates were presented to BOE members.
- PTA Council President recognized BOE members and handed out tokens of appreciation on behalf of all PTA's district wide.

C. New Website Update

James Richroath, Executive Director of Technology, updated the Board of Education on the new website progress.

7. Report by Ex-Officio Student Member

Student Ex-Officio, Ella McCann, provided her monthly report for those present.

8. Acknowledgement of Receipt of Annual Audit Report

Motion offered by Diana Andrade, seconded by Kelli Anne Jennings 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, 2024, 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	Francis Salazar – ABSENT
Thomas Donofrio – ABSENT	Bernadette Smith – YES
Kelli Anne Jennings – YES	Marc Negrin – YES
Jennifer Krieger - YES	

9. Public Comments on Reports and Agenda Items

10. Consent Agenda (Minutes, Finance, Personnel, New Business)

A. Approval of Minutes

RESOLVED that the Board of Education approves the meeting minutes for the following Board of Education meetings:

- September 16, 2024 - Business Meeting Minutes
- October 7, 2024 – Special Meeting/Work Session Meeting Minutes

B. Approval of Personnel

RESOLVED, that the Board of Education hereby approves the following personnel reports:

- A1. Instructional Staff
- A2. Instructional Staff LOA/Returns
- B1. Operational Staff
- B2. Operational Staff LOA/Returns
- B3. Operational Staff Payouts

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, on the following rosters shown in **Exhibit C**:

1. Committee on Preschool Special Education
2. Committee on 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:

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. Scholarship Activity Fund - August
7. General Fund Financial Reports – June (Final), August
8. School Lunch Fund Financial Reports – August
9. Special Aid Fund Financial Reports – August
10. Capital Projects Fund Financial Reports – June (Final), August
11. Miscellaneous Special Revenue Funds Reports - August
12. Debt Service Fund Financial Reports – August
13. Workers' Comp. Reserve Financial Reports – August
14. Budget Transfer Query – August
15. Capital Project Report (7/01/99 – Present) – August
16. Warrants - August

E. Budgetary Adjustments

RESOLVED that the Board of Education hereby approves the following Budgetary Adjustments, which for the period from September 28, 2024, through October 16, 2024, will total \$76,469.00 (**Exhibit E**):

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

F. Approval of Contracts

RESOLVED that the Board of Education hereby accepts the following contracts

(Exhibit F):

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	Amergis Healthcare Staffing, Inc.	Related Services	See attached rate sheet	No	Attorney Approved District Template	No RFP #2024-03 (2)
2.	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 is unchanged from 2023-2024	No	Attorney Approved District Template	Yes
3.	Developmental Disabilities Institute (DDI)	Special Education Services	In accordance with the tuition rate established by the Commissioner of Education	Yes	Attorney Updated District Template	Yes
4.	Helping Hands Licensed Behavior Analyst Services, PLLC	Behavioral Services	See contract for specific rates	No	Attorney Approved District Template	Yes RFP #2023-04
5.	Hope for Youth, Inc.	Academic Tutoring	\$59.00 per hour; Rate has increased by \$2.00 per hour over 2023-2024	No	Attorney Approved District Template	Yes
6.	PESI, Inc.	Consultant Services	\$35.00 per person (35 staff members) per session (2). Not to exceed \$2,450.00	No	Attorney Approved District Template	No
7.	SUNY New Paltz	Affiliation Agreement	No fee associated with this agreement	Yes	Attorney Approved District Template	Yes
8.	SUNY Potsdam	Affiliation Agreement	No fee associated with this agreement	Yes	Vendor Template	Yes

G. Approval of Contract Amendment with Montauk Bus

RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves an amendment with Montauk Bus (**Exhibit G**) and authorizes the President of the Board of Education to execute said document on behalf of the district.

H. Disposition of Obsolete Items – (Exhibit H)

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

- Seven gray chairs and two black chairs (*located at Barton Elementary School*)
- Assorted Library Books (*located at Tremont Elementary School*)
- Assorted Library Books (*located at Oregon MS*)
- Assorted Library Books (*located at South Ocean MS*)
- Assorted PPS equipment (*located at Saxton MS*)
- One Pfretzner double bass $\frac{1}{4}$, Serial #87096, No PM Tag # (*located at Tremont Elementary School*)
- Eight Korg keyboards, Serial #/PM Tag #s: (*located at PMHS*)
 - 028358/1000837
 - 028639/1000828
 - 028323/1000838
 - 028598/1000835
 - 028314/no tag
 - 028366/1000826
 - 028310/1000819
 - 028311/1000816
- One Meisel double bass, Serial #805013, one St. Cyr double bass, Serial #16, and one Hoffmann double bass, serial #KPPB014-016 (*located at Saxton MS*)
- Assorted ENL and World Languages textbooks (*located at Saxton Middle School*)
- Assorted Secondary Science textbooks (*located at PMHS*)

I. Approval of Scholarship(s)

RESOLVED that the Board of Education hereby accepts the following Scholarship(s) (**Exhibit I**):

- **THE CLASS OF 1975 50TH YEAR ANNIVERSARY SCHOLARSHIP**, in the amount of \$500, is awarded to a student who has a passion for painting and will be attending a higher education Art School. Preferably, the student will have a relative who graduated in 1975.

- **THE JULIUS WILLIS JR. MEMORIAL SCHOLARSHIP**, in the amount of \$500, is awarded to four students who plan on attending Suffolk Community College where Mr. Willis began his college career. His time at SCCC led to graduation from a four-year college and then three years of service in the Peace Corps before becoming a teacher of 25 years at Patchogue-Medford. Since SCCC was such an important part of Mr. Willis' academic journey, he would like to award the same opportunity to four deserving students. Mr. Willis did not know his full potential when he began his time at SCCC but was willing to work hard. The recipients should reflect the same work ethic and have financial need.
- **THE MONIKA FELICE SMITH'S CREATIVE VISIONARY AWARD**, in the amount of \$300, is awarded to the four most deserving students who have demonstrated exceptional creativity and innovation in their artistic endeavors. This award is intended for students who excel in visual arts, graphic design, creative writing, or any form of artistic expression that showcases originality and vision. It recognizes those who not only display remarkable skill and dedication but also push the boundaries of conventional thought, contributing unique and inspiring perspectives to our community.

J. Authorization for Energy Conservation Measures

RESOLVED that the Board of Education hereby establishes temperature settings during the 2024-2025 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.

K. Approval of Conferences

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

<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>
1.	Allison Wallace	NYSSMA All State Winter Conference; Rochester, NY	December 5, 2024, through December 8, 2024	NYSSMA	\$1,107.09	District

L. Authorization for Student Trips

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

TRIP #R502620: Approximately 150 Oregon MS 8th grade students accompanied by Principal, Bryan Lake, Cristina Carpluk, Brendan Crane, Joseph Santarpia, Erik Bubb, Venezia Verdi, Vivian Calovi, Jason Newham, Meghan Coope and Megan McGourty will travel to Club Getaway in Kent, CT on **Tuesday, June 3, 2025**. The cost to the students is approximately \$200.00. Transportation was booked with ES BOCES – Hampton Jitney. The cost to the district is approximately \$540.00 for four substitute teachers needed on June 3, 2025.

TRIP #R502647: Approximately 150 Saxton MS 8th grade students accompanied by Principal, JoAnn Luisa, Brittini Ricci, Matthew Krawczyk, Elizabeth Marro, Lexi Doucette, Erin Sweeney, Lindsay Wellinger, Jon Augi, Cassie Sinkoff and Kelli Smith will travel to Club Getaway in Kent, CT on **Tuesday, June 3, 2025**. The cost to the students is approximately \$200.00. Transportation was booked with ES BOCES – Hampton Jitney. The cost to the district is approximately \$540.00 for four substitute teachers needed on June 3, 2025.

TRIP #R502667: Approximately 6 High School students accompanied by Michael Rudnicki will travel to the Rochester Convention Center in Rochester, NY for the NYSCAME All-State Winter Convention on **Thursday, December 5, 2024 and return Sunday, December 8, 2024**. There is no cost to the students. Transportation was arranged by NYSCAME – Hampton Jitney Bus. The cost to the district is approximately \$270.00 for a substitute teacher needed on December 5 and December 6, 2024.

TRIP #502705: Approximately 166 South Ocean MS 8th grade students accompanied by Principal, Timothy Piciullo, Julissa Pagan, Nicole Vivona, Erica Blaney, Kimberly Hughes, Peter Cahill, Ronald Fehr, Sousana Katsafaros, Sarah Vigneux, Dana Moccio, and Carol Gaughran will travel to Club Getaway in Kent, CT on **Tuesday, June 3, 2025**. The cost to the students is approximately \$150.00. Transportation was booked with ES BOCES. The cost to the district is \$675.00 for 5 substitute teachers needed on June 3, 2025.

TRIP #R502753: Approximately 19 High School students accompanied by Tina Trimis and Brook Yander will travel to Iona University on **Sunday, December 15, 2024** to compete in a regional competition run by the Universal Cheerleading Association. There is no cost to the students. Transportation will be provided by Montauk Bus. There is no cost to the district as no substitute teachers are needed.

M. Authorization to Conduct Blood Drives

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 25, 2024 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.

N. Approval of Education Law 2-d Opt-In Contract

EDUCATION LAW 2-d OPT-IN
School Year 2024-2025

This Education Law 2-d Opt-In (“Opt-In”) is executed and entered into as of the date of execution specified (“Effective Date”), by the PATCHOGUE-MEDFORD UFSD (“District”). The existing agreement with Erie 1 BOCES and *Amplify Education, Inc. (Desmos); Boom Learning (a dba of Omega Labs Inc.); Canva US, Inc.; Code.org; EverFi, Inc.; Genially LLC; Kahn Academy, Inc.; Liminex, Inc. dba GoGuardian (Pear Deck, Inc. and Snapwiz, Inc. dba Edulastic [free versions]); Nearpod, LLC (free version); Newsela Inc. (free version); PlayVS, Inc.; Suntex International Inc.; Tools for Schools, Inc.; Wakelet Inc. and World Wide Scholastic Esports Foundation, dba NASEF (“Vendors”)* will expire **June 30, 2025**.

WHEREAS, the *Vendors* listed above, corporations that provides certain free services to the District pursuant to certain contractual arrangements and Vendor Terms of Service (“TOS”) entered into between District and Vendor; and,

WHEREAS, the State of New York has enacted New York Education Law 2-d; and, WHEREAS, Erie 1 Board of Cooperative Educational Services (“Erie 1 BOCES”), a municipal corporation organized and existing under the Education Law of the State of New York having its principal offices at 355 Harlem Road, West Seneca, NY 14224, has entered into an EDUCATION LAW 2-d Agreement (“Agreement”) with each vendor offering a free product in order to address and give binding effect to the terms of New York Education Law 2-d and each of the Agreements provides that school districts (public, private and charter) can become party to the Agreements by executing a written opt-in to do so; and,

WHEREAS, PATCHOGUE-MEDFORD UFSD wishes to become party to the Agreements;

NOW THEREFORE, BE IT RESOLVED that the PATCHOGUE-MEDFORD UFSD attests and agrees as follows:

1. PATCHOGUE-MEDFORD UFSD has evaluated its needs with respect to New York Education Law 2-d and wishes to become subject to the terms of the Erie 1 BOCES Agreements for the products listed above;

2. PATCHOGUE-MEDFORD UFSD hereby formally notifies Erie 1 BOCES and confirms that it is opting into the Agreements in accordance with the Agreement.
3. By executing this Opt-In, PATCHOGUE-MEDFORD UFSD agrees to be bound by and to comply with the terms of the Agreements.

O. Approval of 3020-a Charges Against District Employee

WHEREAS, the Superintendent of Schools has preferred charges against the employee named in Confidential Schedule "A" pursuant to Section 3020-a of the New York State Education Law; and

WHEREAS, the Board of Education has determined, by a vote of a majority of all the members of the Board, the probable cause exists for the charges preferred against said employee by the Superintendent of Schools.

BE IT RESOLVED, that the employee named in Confidential Schedule "A" is hereby suspended with pay pending a hearing on the charges and the final determination thereof; and be it further

RESOLVED, that should the employee named in Executive Session either waive his or her right to a hearing, or be found guilty of the charge(s) after a hearing, the Board of Education shall seek his or her termination from service in the Patchogue-Medford Union Free School District.

P. Approval of Memorandum of Agreement with Patchogue-Medford Congress of Teachers regarding Homecoming Stipends

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement with the Patchogue-Medford Congress of Teachers in regards to Homecoming stipends (**Exhibit P**) and authorizes the President of the Board of Education to execute said document on behalf of the district.

Q. Authorization to Execute Agreements between the District and Colleges and/or Universities to Approve Credit-Bearing Courses

BE IT RESOLVED, the Board of Education hereby authorizes the Superintendent of Schools to execute agreements between the District and colleges and/or universities for the purpose of allowing students to obtain college credit while in high school through such college and/or university provided that such agreement does not result in the District incurring additional expense.

R. Appointment of Medical Inspector Pursuant to Section 913

BE IT RESOLVED, that the Board of Education hereby appoints Dr. Randall Solomon as School Medical Inspector pursuant to Section 913 of the New York State Education Law in order to evaluate the capacity of the employee named in the attached confidential Schedule “A” to perform his/her duties; and

BE IT FURTHER RESOLVED, that pursuant to Section 913 of the New York State Education Law, the Board of Education directs the employee named in the attached confidential Schedule “A” to appear for a medical examination with Dr. Solomon and authorizes the Superintendent of Schools to set a date and time for same.

S. Receipt of Facilities Use Report for 2023-2024 from Internal Auditor

BE IT RESOLVED, that the Board of Education acknowledges receipt of the Facilities Use Report for the 2023-2024 Fiscal Year, prepared by Cerini and Associates, as presented to the Board (**Exhibit S**).

T. Policy Adoption – Please refer to the special section of this agenda entitled “Policy”.

At the June 24, 2024, August 26, 2024, or September 16, 2024, Board of Education meeting, the following policies were presented for a first or second reading. Since that time there have been no suggested changes.

BE IT 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
- 2452 Title IX Sex Discrimination and Sex-Based Harassment w-regulations
- 2452.2 Sexual Harassment in the Workplace
- 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
- 3240 Tuition for Foster Children
- 3330 Transfer of Funds
- 3350 Travel and Conference Expense Reimbursement
- 3434 Claims Auditor
- 3434.1 Independent Audit Policy
- 3545 Transportation Philosophy w-Regulations
- 3600 Use of Cell Phones

3700	Payroll Certification Forms (PAR) w-regulations
4114.1	Drug and Alcohol Abuse Policy for School Bus Drivers
4133	Professional Trips
4133.1	In-District Mileage Rates
4216.3	Food Services Supervisor w-regulations
4216.5	Director of Facilities
4312	Threats and Violence – As it Relates to District Employees (<i>Remove</i>)
4314	Workplace Violence Prevention Policy
5115.2	Tardiness Due to Bus Operations
5117	School Attendance Areas
5118	Non-Resident Students – Tuition Charge
5119	Security of Information – District-Leased Computer System (<i>Suspend Indefinitely</i>)
5144	Corporal Punishment/Emergency Intervention
5153	Threats and Violence – As it Relates to Students
5158	Wellness Policy on Nutrition and Physical Activity
5171	Education of Homeless Children
6145.6	Attendance, Deportment and Academic Eligibility for Participation in Extracurricular Activities (Pulled for a second reading – agreed by all BOE members.)
6153	Field Trips w-regulations
6156	Parent and Family Engagement

End of Consent Agenda

11. There were no items removed from the Consent Agenda.

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

Diana Andrade – YES	Francis Salazar – ABSENT
Thomas Donofrio – ABSENT	Bernadette Smith – YES
Kelli Anne Jennings – YES	Marc Negrin – YES
Jennifer Krieger – YES	

Consent agenda is approved.
5 – YES, 0 – NO, 2 - ABSENT

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 December 16, 2024, Board of Education agenda:

1111 Public Access to School District Records

13. Actions Arising Out of Executive Session

Motion offered by Kelli Anne Jennings, seconded by Bernadette Smith, to proceed with 3020a charges against the employee named in the Confidential Schedule “A” pursuant to Section 3020-a of the New York State Education Law.

Motion carried: 5 – YES, 0 – NO, 2 - ABSENT

14. Superintendent’s Report

Dr. Donna Jones, Superintendent of Schools, provided a report on her recent activities.

15. Discussion Topics

A. Regionalization Survey

16. Committee Reports

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

17. Community Comments

Members of the community were given an opportunity to make comments.

18. Board Comments

Members of the Board of Education provided comments.

19. Adjournment

Motion offered by Diana Andrade, seconded by Kelli Anne Jennings to wit:
RESOLVED, that there being no further items for discussion, the meeting is adjourned at 10:24 pm.

Motion carried: 5 – YES, 0 – NO, 2 – ABSENT

Respectfully submitted,

Theresa DeLeva

Theresa DeLeva
District Clerk

BOARD OF EDUCATION APPROVED