

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

April 28, 2025

Saxton Middle School Auditorium

7:30 p.m.

MINUTES

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: Theresa DeLeva, 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; Joey Cohen, Assistant Superintendent for Human Resources; Frank Mazzie, Assistant Superintendent for Business and Operations

1. CALL TO ORDER

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

2. EXECUTIVE SESSION

Motion offered by Thomas Donofrio, seconded by Francis Salazar to wit:

RESOLVED, the Board of Education enters Executive Session to discuss confidential personnel and legal matters at 6:01 pm.

Motion carried: 7 – YES, 0 - NO

3. RESUME PUBLIC SESSION

Board of Education President, Marc Negrin, resumed public session in the Auditorium of Saxton Middle School at 7:30 pm.

4. PLEDGE OF ALLIGIANCE

Mr. Negrin led the salute to the Flag.

5. SAFETY MESSAGE/GROUND RULES

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

- a. Dr. Joey Cohen presented the Employees of the Month:
 - Maria Leon-Pineros, Guidance, PMHS
 - Hillary Marca, Teaching Assistant, Medford
- b. Assistant Superintendent for Instruction, Mrs. Cannetti and Mr. Kevin Toolan debriefed on Disconnect and discussed/demonstrated Yonder pouches.

7. EX-OFFICIO REPORT

Ex-Officio student member, Ella McCann, reported on district-wide events.

8. PUBLIC COMMENTS

The community had the opportunity to make comments and/or ask questions about the presentations and/or consent agenda.

9. CONSENT AGENDA

Motion offered by Thomas Donofrio, seconded by Diana Andrade to approve Consent Agenda (items A-T0 as follows:

- A. Approval of Minutes - Please refer to the section of this agenda entitled “Minutes” for the following minutes:

RESOLVED that the Board of Education approves the following Minutes:

- March 24, 2025 – Business Meeting
- April 7, 2025 - Work Session Meeting
- April 23, 2025 – Special Meeting

- 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 Payout

C. Establishment of a Sick Leave Bank – Patchogue-Medford Congress of Teachers

RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education approves the establishment of a sick leave bank for the member of the Patchogue-Medford Congress of Teachers named in Confidential Schedule A for 39 days. The donation of leave by the Patchogue-Medford Congress of Teachers is not to be considered precedent-setting.

D. Approval of Memorandum of Agreement with the Patchogue-Medford Congress of Teachers regarding High School Faculty Meeting Grievance

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 regarding High School Faculty Meeting Grievance (**Exhibit D**) and authorizes the President of the Board of Education to execute said Agreement on behalf of the District.

E. Side Letter of Agreement with the Patchogue-Medford Congress of Teachers

RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a Side Letter of Agreement with the Patchogue-Medford Congress of Teachers allowing the three individuals in confidential schedule A to work an additional teaching period and authorizes the President of the Board of Education to execute said agreement on behalf of the District.

F. 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 F**:

- 1. Committee for Preschool Special Education
- 2. Committee for Special Education
- 3. Section 504 Committee

G. Acceptance of Financial Reports – Please refer to the section of this agenda entitled “Finance” for finance program reports.

RESOLVED that the Board of Education hereby accepts the following financial reports:

- 1. Treasurer’s Report - February

2. Claims Auditor Letter - February
3. Claims Auditor Reports - February
 - Payroll Schedule Audit Report - February
 - 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 – February
6. Addition or Revision of Classroom Activity Account
7. Scholarship Activity Fund – February
8. General Fund Financial Reports - February
9. School Lunch Fund Financial Reports - February
10. Special Aid Fund Financial Reports - February
11. Capital Projects Fund Financial Reports - February
12. Miscellaneous Special Revenue Funds Reports –February
13. Debt Service Fund Financial Reports - February
14. Workers' Comp. Reserve Financial Reports - February
15. Budget Transfer Query - February
16. Capital Project Report (7/01/99 – Present)
17. Warrants - February

H. Budgetary Adjustments (Exhibit H)

RESOLVED that the Board of Education hereby approves the following Budgetary Adjustments which, for the period from March 14, 2025, through April 18, 2025, total \$1,001,920.70:

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

I. Approval of Contracts (Exhibit I)

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

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	All Suffolk Auto School	In-Car Driver's Education Services (Summer 2025 /	\$525.00 per student (based on four students	No	Attorney Approved District	Yes Bid #2025-03

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
		Fall 2025 / Spring 2026)	per car); Rate has increased by \$15.00 per student from 2024-2025		Template	
2.	Center Moriches UFSD	Health Services	Per pupil rate is \$1,189.00 for 2024-2025; Rate has increased by \$165.73 per pupil since 2023-2024	No	Attorney Approved Template	Yes
3.	Engelhardt, Wendy	Adult Education Instruction - AMENDMENT	\$30.00 per hour for a maximum of 20 hours per spring 2025 semester (number of hours increased from 16 to 20)	No	Attorney Approved District Template	No
4.	Freeport UFSD	Health Services 2023-2024 (recently obtained verification of student residency)	Per pupil rate is \$894.15 for 2023-2024	Yes	Attorney Approved District Template	No
5.	Freeport UFSD	Health Services 2024-2025	Per pupil rate is \$911.93 for 2024-2025; Rate has increased by \$17.78 per pupil since 2023-2024	No	Attorney Approved District Template	Yes
6.	Mid-Island Party Plus	Rental of tables and chairs for 2025 Senior Prom	\$5,032.09; Rate has increased by \$104.29 over 2023-2024	No	Attorney Prepared Rider	Yes
7.	Quantas Advisors, LLC (fka Seneca Risk Consulting Group, LLC)	Affordable Care Act Consultant	\$12,877.81; Rate has increased by \$190.31 over 2024-2025. 1095 Form Printing and Mailing Fee has increased by \$0.01 + postage per form	Yes	Vendor Template	Yes

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
8.	Rudi's Bar and Grill	Vendor for Senior Prom on June 2, 2025	Cost is \$5 per student, plus \$240 for 4 people to pass appetizers as well as \$60 for a cleaner and porter for 3 hours. Total cost of \$3,287.18; Rate has increased over 2023-2024 due to two additional servers	No	Attorney Approved Rider	Yes
9.	Scott's Pointe	Oregon MS Field Trip on June 11, 2025)	\$11,482.15	Yes	Vendor Template	No
10.	Signature Gatherings	Photo and Video Booth Rental for Senior Prom on June 2, 2025	\$1,800.00; Rate is \$10.00 more than 2023-2024	Yes	Attorney Prepared Rider	Yes
11.	SUNY Stony Brook, School of Professional Development and Distributed Teacher Leader Education Program	Affiliation Agreement	No fee associated with this agreement	Yes	Attorney Approved District Template	Yes
12.	Uniondale UFSD	Health Services	Per pupil rate is \$1,164.08 for 2024-2025; Rate has increased by \$63.03 per pupil over 2023-2024	No	Attorney Approved Template	Yes

J. Bid Awards (Exhibit J)

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

- #2022-08 School Physician: Dr. Anthony N. Donatelli Jr. (One on One Medical P.C.)
- #2025-02 Universal Pre-Kindergarten Services RFP:
 - Cam-Held Enterprises dba Just Kids Early Childhood Learning Center
 - Long Island Head Start
 - New Interdisciplinary School
 - SCOPE Educational Services
 - Young Men’s Christian Association (YMCA) of Long Island
- #2025-04 Inspection & Repair of Edwards Fire Alarm Systems Bid: Rescind
- #2025-05 Treated Dust Mops & Dust Cloths Bid: American Pad Ex
- #2025-06 Maintenance & Repair of District Owned Motor Vehicles Bid: T&T Baldwin
- #2025-07 Maintenance & Repair of District Owned School Buses Bid: T&T Baldwin
- #2025-08 Districtwide Microscope Bid: Fisher Scientific Company LLC

K. Acceptance of Donation(s) (Exhibit K)

RESOLVED that the Board of Education hereby accepts the donation(s) of:

- The Rachel Quinn Foundation has donated eleven (11) \$100 Amazon gift cards to be distributed to 11 students who demonstrate exceptional kindness and actively promote inclusion.

L. Approval of Scholarship (Exhibit L)

RESOLVED that the Board of Education hereby accepts the following Scholarship:

Old: **THE KAY FAMILY FUTURE EDUCATOR SCHOLARSHIP**, in the amount of \$2,500.00, will be presented to a senior who will attend a two or four-year post-secondary institution and plans to pursue a career in education. This may include a career in social work, psychology, school counseling or a related field. The recipient should possess attributes indicative of a future educator, including being kind, empathetic, and hardworking.

New: **THE KAY FUTURE EDUCATOR SCHOLARSHIP** will be presented to a senior who will attend a two or four-year post-secondary institution and plans to pursue a career in education. This may include a career in social work, psychology, school counseling or a related field.

The recipient should possess attributes indicative of a future educator, including being kind, empathetic, and hardworking. As part of the application process, students will be required to submit an essay discussing what has inspired them to pursue a career in education. This essay should reflect on personal experiences, key influences, or moments that sparked their passion for teaching or working in the education field.

M. Approval of Property Tax Report Card (Exhibit M)

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby adopts the Property Tax Report Card for the 2025/2026 school year.

N. Receipt of Risk Assessment Report from Internal Auditor

RESOLVED, that the Board of Education acknowledges receipt of the Updated Risk Assessment Report for the 2024-2025 Fiscal Year, prepared by Cerini and Associates, as presented to the Board. (Exhibit N)

O. Adoption of Textbook to Official Listing (Exhibit O)

RESOLVED, the Board of Education hereby amends the resolution adopted on March 24, 2025, to read as follows:

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

TECHNOLOGY

Title: Teaching as a Profession
Author: N/A (Digital Access for Online Modules)
Copyright: 2025
Publisher: SAVVAS Learning Company
Grade(s): 9-12
Type: Basic Text

Title: Parametric Modeling with Auto Desk
Author: Randy H. Shih
Copyright: 2024
Publisher: SDC Publications
Grade(s): 9-12
Type: Basic Text

P. Authorization for Student Trip

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

TRIP #R503119: Approximately 15 High School students accompanied by Damian Walsh and Paul-Eric Pizzuto will travel to the Sheraton Syracuse University Hotel in Syracuse, NY for a SKILLS USA competition on **Wednesday, April 23, 2025, and return Friday, April 25, 2025.** There is no cost to the students. Transportation will be provided by M & V Limousines Ltd. Internal coverage will be provided in lieu of a substitute teacher for each day.

Q. Approval of Attendance at the Nassau-Suffolk School Boards Association's Annual Business Meeting

RESOLVED, that Board of Education member Kelli Anne Jennings is authorized to attend the Nassau-Suffolk School Boards Association's Annual Business Meeting on Wednesday, May 28, 2025 at the Hamlet Golf and Country Club in Commack at a cost of \$125 per person to the district.

R. Policy Adoption – Please refer to the special section of this agenda entitled “Policy” At the March 24, 2025, Board of Education meeting, the following policy was presented for a first reading. Since that time there have been no suggested changes.

RESOLVED that the Board of Education adopts the following policy which was circulated for a first reading:

- 6145.6 Attendance, Student Conduct and Academic Eligibility for Participation in Extracurricular Activities

S. Approval of Board Member Activity

RESOLVED, that Board of Education member Kelli Anne Jennings is authorized to attend the "Our Community Salutes" on Wednesday, May 14, 2025, at Sunset Harbour, East Patchogue, NY at a cost of \$60 per person to the district.

T. Approval of Search Consultants Agreement

RESOLVED, the Board of Education hereby approves the attached agreement (**Exhibit T**) between the District and District Wide Search Consultants and hereby authorizes the Board President to execute same.

Motion Carried: 7 – YES, 0 – NO

The Consent Agenda is approved.

10. NO ITEMS WERE REMOVED FROM THE CONSENT AGENDA

11. NO ACTIONS ARISING OUT OF EXECUTIVE SESSION

12. INFORMATION ITEMS

a. Policy First Reading

The following policies will be circulated for a first reading. If there are no changes, the policies will be included on the May 19, 2025, Board of Education agenda:

- 2452 Title IX Sex Discrimination and Sex-Based Harassment
- 4410 Technology Acceptable Use Policy
- 4420 Computer Controls Policy for Financial Software

13. SUPERINTENDENTS REPORT

Dr. Donna Jones, Superintendent of Schools reported on district items.

14. COMMITTEE REPORTS

Chairpersons, or in their absence, administrative liaisons, of 2024-2025 committees may report to the Board of Education on their committee activities. Listed below are the 2024-2025 committees:

- A. Buildings and Operations – *next meeting scheduled for 5/6/25 at 4 pm*
- B. Finance
- C. District-wide Technology – *next meeting scheduled for 5/15/25*
- D. Extracurricular Program
- E. Instructional and Student Support Programs
- F. Legislation
- G. Audit Committee

15. DISCUSSION TOPICS

a. Ex-Officio Selection Process

- Trustee Jennings and Trustee Andrade spoke to the need of a board policy regarding and Ex-Officio member and what the future requirements will include.

b. Grading Policy

- Trustee Salazar and Ms. Cannetti spoke to the review of the current grading policy and the possible changes that will be reviewed and brought forward to the board.

16. COMMUNITY COMMENTS

The community was given an opportunity to address the board with questions and/or comments.

17. BOARD COMMENTS

The Board of Education members made closing remarks.

18. ADJOURNMENT

Motion offered by Thomas Donofrio, seconded by Francis Salazar to wit:

RESOLVED, that there being no further items for discussion, the meeting is adjourned at 9:33 pm.

Motion carried: 7 – YES , 0 – NO

Meeting adjourned at 9:33 pm.

Respectfully submitted:

Theresa DeLeva

Theresa DeLeva
District Clerk

BOARD APPROVED