



BOARD OF EDUCATION BUSINESS MEETING MINUTES

Monday, August 18, 2025, at 7:00 PM

Saxton Middle School Auditorium

Board of Education President:

Kelli Anne Jennings

Board of Education Members Present:

Diana Andrade, Lauren Kuban, Francis Salazar

Board of Education Members Absent: Mark Negrin

Board of Education Members Participating VIA Zoom:

Jennifer Krieger

Officials of the Board Present:

Lori Cannetti, Interim Superintendent, Theresa DeLeva, District Clerk

Administrative Staff Present and Reporting:

Dr. Joey Cohen, Assistant Superintendent for Human Resources, Michelle Marrone, Assistant Superintendent for Curriculum and Instruction, Frank Mazzie, Assistant Superintendent for Business and Operations,

1. Meeting Opening

Board of Education President opened the meeting at 5:31 pm.

Motion to enter Executive Session

Moved by: Diana Andrade

Seconded by: Francis Salazar

Carried

BE IT RESOLVED that the Board of Education enters into Executive Session for the purpose of discussing personnel, collective bargaining and legal matters.

2. Executive Session

3. Resume Public Session

4. Pledge of Allegiance

Board President, Kelli Anne Jennings, led the room in the pledge to the Flag

5. Welcome/Safety Message/Ground Rules

The District Clerk, Theresa DeLeva, informed attendees of where the emergency exits can be located and explained the ground rules for a Board of Education Business Meeting.

6. Public Hearing Regarding Changes to the District Code of Conduct

The Board of Education conducted a Public Hearing on proposed changes to the District Code of Conduct. Those in attendance were afforded the opportunity to make statements both in favor and opposition to the changes, as well as offer opinions. After the Public Hearing, the Board of Education considered a resolution to approve a revised Code of Conduct.

[CODE OF CONDUCT - w-tracked changes for 2025.pdf](#) 

7. Approval of Code of Conduct

BE IT RESOLVED, the Board of Education hereby temporarily suspends the requirement of having a first reading of a policy revision including by not limited to the requirement contained in Policy 9310, and it further RESOLVED, the Board of Education hereby adopts the Patchogue-Medford School District Code of Conduct as provided.

Moved by: Diana Andrade

Seconded by: Lauren Kuban

Carried

8. Public Hearing Regarding Revisions to the District-Wide School Safety Plan

The Board of Education conducted a Public Hearing in order to update the community on recommended changes to the District-Wide School Safety Plan (Exhibit 8). After the presentation, members of the Board of Education and those in attendance were afforded the opportunity to ask questions and make comments regarding the plan. The revised plan was posted beginning on July 8, 2025, for a thirty-day public comment period. The Board of Education may consider a resolution to approve the District Wide

Safety Plan at the August 18, 2025, Business Meeting. Director of Security, John Ahern, and Assistant to the Superintendent, Nicole Ciminiello, made a presentation regarding enhanced security measures and protocols that are being implemented to protect our students and secure their safety as part of the public hearing presentation. [2025-2026 DW School Safety Plan w-tracked changes.pdf](#) 

9. **Approval of District-Wide School Safety Plan**

BE IT RESOLVED, the district's District-Wide School Safety Plan has been reviewed and revised by the district's administration and School Safety Committee and the Board of Education held a Public Hearing on the proposed plan on August 18, 2025, and completed the required 30-day public comment period, therefore, be it

RESOLVED, that the Board of Education hereby approves the revised District-Wide School Safety Plan for the 2025-2026 school year and authorizes the district administration to submit it to the New York State Education Department.

Moved by: Francis Salazar

Seconded by: Bernadette Smith

Carried

10. **Presentations and Reports**

- District-Wide School Safety Plan presented by Mr. John Ahern
- Extreme Heat Action Plan presented by Mr. Frank Mazzie
- SAVVAS presented by Mr. Matthew Hanley

11. **Report by Ex-Officio Student Member**

Ex-Officio Student Member, Charlotte Lake shared a brief presentation.

12. **Public Comments on Reports and Agenda Items**

The members of the community were given an opportunity to ask questions and make comments on the Consent Agenda and the presentations.

13. **Consent Agenda**

Minutes, Finance, Personnel, New Business

13.1 APPROVAL OF MINUTES

BE IT RESOLVED that the Board of Education approves the following Minutes:

July 7, 2025 - Re-Organization Meeting

July 7, 2025 - Business Meeting

July 21, 2025 - Special Meeting/Work Session

August 4, 2025 - Special Meeting/Work Session

[3 - Minutes \(7-7-25 ReOrg, 7-7-25 Business, 7-21-25](#)

[SpecialMeeting, 8-4-25 SpecialMeeting\) - 8-18-25.pdf](#) 

13.2 APPROVAL OF PERSONNEL

BE IT 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

13.3 APPROVAL OF INTERIM SUPERINTENDENT'S GOALS

BE IT RESOLVED, that the Board of Education has reviewed the Interim Superintendent's Goals for the 2025-2026 school year and accepts them.

13.4 APPOINTMENT OF CHIEF FACULTY COUNSELORS FOR THE DISTRICT'S EXTRA-CLASSROOM ACTIVITY FUND

BE IT RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board of Education hereby appoints the following as a Chief Faculty Counselor for the District's Extra-Classroom Activity Fund:

- Christopher Cherouvis, Principal - South Ocean Middle School

13.5 APPOINTMENT OF DIGNITY FOR ALL STUDENTS ACT
COORDINATORS

BE IT RESOLVED that the Board of Education hereby appoints the individual listed below as a fiscal 2025-2026 Dignity for all Students Act coordinator:

- Christopher Cherouvis, Principal - South Ocean Middle School

13.6 APPROVAL FOR PROVISION OF EDUCATIONAL
OPPORTUNITIES TO RESIDENT PUPILS WITH DISABILITIES

BE IT RESOLVED that the Board of Education approves the provision of educational opportunities to resident pupils as listed, in date order, on the following rosters:

1. CPSE
2. CSE
3. Section 504 Committee

13.7 APPROVAL OF SCHOOL SUCCESS PLANS

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education approves the School Success Plans as presented for the 2025-2026 School Year.

13.8 APPROVAL OF 2025-2026 SCHOOL COMPREHENSIVE
EDUCATION PLAN FOR SOUTH OCEAN MIDDLE SCHOOL

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the School Comprehensive Education Plans (SCEP) for South Ocean Middle School for the 2025-2026 School Year as presented and authorizes the district administration to submit said plans to the New York State Education Department.

13.9 ACCEPTANCE OF FINANCIAL REPORTS

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

1. Treasurer's Report – May
2. Claims Auditor Letter - June
3. Claims Auditor Reports - June
 - 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 - June
5. Extra Classroom Activity Fund – June
6. Scholarship Activity Fund – June
7. General Fund Financial Reports – May
8. School Lunch Fund Financial Reports – May
9. Special Aid Fund Financial Reports – May
10. Capital Projects Fund Financial Reports – May
11. Miscellaneous Special Revenue Funds Reports – May
12. Debt Service Fund Financial Reports – May
13. Workers' Comp. Reserve Financial Reports – May
14. Budget Transfer Query – May
15. Capital Project Report (7/01/99 – 5/21/24) – May
16. Warrants – May

13.10 APPROVAL OF CONTRACTS

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

[2025 August 18 - Contract Agenda Memo.pdf](#) 

13.11 ACCEPTANCE OF DONATION(S)

BE IT RESOLVED that the Board of Education hereby accepts the donations of:

- One inflatable football tunnel, valued at \$9,500.00, from the Patchogue-Medford Touchdown Club

13.12 APPROVAL OF SCHOLARSHIP(S)

BE IT RESOLVED that the Board of Education hereby accepts the following Scholarship(s):

Old: **THE FUREVER SAM MEMORIAL AWARD** is for any senior who loves animals, will be pursuing a college degree/continuing education and falls into any of the following criteria: has a pet at home who is loved; has had a pet that was loved and is missed; will pursue an education in the Animal Science field; has volunteered at an animal shelter/adoption event and wants to pursue and employment/volunteer opportunities with animals; or has concern for all animals' welfare and shows overall kindness to all our furry friends. Applicants should compose a short essay about their pet (past or present) and how this pet impacted their life, how they have helped an animal in need or what they think should be done to be a stronger voice for abused/neglected animals.

New: **THE FUREVER SAM MEMORIAL AWARD** will be awarded to two (2) seniors who love animals, will be pursuing a college degree/continuing education and fall into any of the following criteria: has a pet at home who is loved; has had a pet that was loved and is missed; will pursue an education in the Animal Science field; has volunteered at an animal shelter/adoption event and wants to pursue and employment/volunteer opportunities with animals; or has concern for all animals' welfare and shows overall kindness to all our furry friends. Applicants should compose a short essay about their pet (past or present) and how this pet impacted

their life, how they have helped an animal in need or what they think should be done to be a stronger voice for abused/neglected animals.

13.13 DISPOSITION OF OBSOLETE ITEMS

The Interim Superintendent of Schools wishes to rid the district of obsolete books and/or equipment. The process for disposition includes a first step in which bids will be taken, with an award to the high bidder at a future board meeting. If there is not a bid for these books and/or equipment, the second step will be to consider them as junk and have them disposed of accordingly.

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

- One 2009 Thomas Built Bus, Model #311TS, VIN # 4UZABRDJ49CZ82726, License Plate # EN9002, Mileage 107,421 (*located at Transportation*)
- Ten (10) Juki DDL-8700 industrial sewing machines: Serial #s: 02915, 02924, 02927, 02928, 03073, 02912, 02911, 02910, 02923, and 02919; PM Tag #s: 18437, 18434, 18432, 18442, 18445, 18436, 18441, 18438, 18433, and 18431 (*located at PMHS*)

13.14 APPROVAL OF BUILDING LEVEL SCHOOL SAFETY PLANS

WHEREAS, the district's Individual School Safety plans have been reviewed and revised by the district's administration and School Safety Committee, 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 to submit said plans to the New York State Education Department as required:

- Barton Elementary School
- Bay Elementary School

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

13.15 SETTING OF THE TAX LEVY AND TAX RATE - PATCHOGUE-MEDFORD SCHOOL DISTRICT

In May the Board approved a budget of \$245,272,116. This budget includes revenues from State Aid in the amount of \$99,522,097. The actual assessment for the current year is \$43,459,701.

BE IT RESOLVED that the Board of Education hereby authorizes a tax levy of \$134,593,643 with a tax rate of \$309.6976 per \$100 of assessed valuation. This will result in a 2.39% tax rate increase.

13.16 SETTING OF THE TAX LEVY AND TAX RATE - PATCHOGUE-MEDFORD PUBLIC LIBRARY

The Patchogue-Medford Public Library has requested the Patchogue-Medford Board of Education to authorize a tax levy for the library in the amount of \$9,655,537. The tax rate for the library is at \$22.2172 per \$100 of assessed valuation. This item will be listed separately on the tax bill by the Town of Brookhaven.

(Should any member of the audience have questions about the library's tax levy and tax rate, Library Director Danielle Paisley invites those with questions to call the library at 654-4700)

BE IT RESOLVED that the Board of Education hereby authorizes a Patchogue-Medford Public Library tax levy of \$9,655,537 with an actual tax rate of \$22.2172 per \$100 of assessed valuation.

13.17 APPROVAL OF CONFERENCES

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

- Assistant Superintendent for Human Resources, Joey Cohen, Ed.D., to attend the 2025 Annual NYSSAPA Conference from November 2, 2025 through November 5, 2025 sponsored by the NY State Association of School Personnel Administrators at a \$1,952.72 cost to the district.

13.18 APPROVAL OF QUALIFIED LEAD EVALUATORS

BE IT RESOLVED, that the following individuals have received appropriate training in teacher and/or principal evaluation in accordance with the regulations of the Commissioner of Education, and these individuals are hereby certified/recertified as qualified lead evaluators for the purpose of conducting and completing evaluations:

Lori Cannetti	Interim Superintendent of Schools
Joey Cohen, Ed.D.	Assistant Superintendent for Human Resources
Jessica Lukas, Ed.D.	Assistant Superintendent for Special Education and Pupil Services
Michelle Marrone	Assistant Superintendent for Instruction
Christopher Cherouvis	Principal
Sharon Deland, Ed.D.	Principal

Richard Hoffmann	Principal
Christopher Kelly, Ed.D.	Principal
Bryan Lake	Principal
JoAnn Luisa, Ed.D.	Principal
Rui Mendes	Principal
Raymond Ruiz	Principal
Randy Rusielewicz, Ed.D.	Principal
Stephen Santacroce	Principal
Erin Skahill	Principal
Garrett Comanzo	Assistant Principal
Maria del Pilar Erdmann	Assistant Principal
Annette Mroczkowski	Assistant Principal
Christine Ordonez	Assistant Principal
Shannon Ott	Assistant Principal
Christine Padolecchia	Assistant Principal
Kevin Petrosino	Assistant Principal
Derek Robinson	Assistant Principal
Nathan Brinkman	Director

Carolyn Candela	Director
Frances Cardenas	Director
Michele Cohen, Ed.D.	Director
Anthony Cracco	Director
Tania Dalley, Ed.D.	Director
Lori Goldstein, Ed.D.	Director
Matthew Hanley	Director
Kimberly Hochberg, Ed.D.	Director
Aimee Keller	Director
Ginamarie Lombardo	Director
Ana Martinez- Fuentes, Ed.D.	Director
Kerin Moser	Director
David Renahan	Director
Louis Stellato	Director
Miriam Walls	Director
Emily Wernau	Director
Michael Zanfardino	Director
Barbara Lassen	Assistant Director
Kelly Reustle	Assistant Director

13.19 AUTHORIZATION TO CONDUCT BLOOD DRIVES

The Patchogue-Medford Congress of Teachers, together with New York Blood Center, would like to organize a blood drive and to secure a building facility; the Board of Education must approve the blood drive being held in the Oregon Middle Schools. Once Board approval has been granted, the New York Blood Center and the PMCT will be required to follow school board policy concerning sponsoring blood drives in the district.

BE IT 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 20, 2025 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.

13.20 APPROVAL OF BOARD OF EDUCATION GOALS FOR THE 2025-2026 SCHOOL YEAR

BE IT RESOLVED, the Board of Education hereby establishes the following Board of Education Goals for the 2025-2026 School Year:

1. The Board of Education will work collaboratively with the search firm to conduct a thorough Superintendent search with the intent to hire a new Superintendent by April 2026.
2. The Board of Education will continue to work collaboratively with the Interim Superintendent to review and evaluate the district's progress toward meeting the Interim Superintendent's goals.
3. The Board of Education will develop and create new policies and procedures for the Ex-Officio Student Board Member
4. The Board of Education will collaborate with the cabinet to support and revise programs to meet the

needs and expectations of Portrait of a Graduate and NY Rise

5. The Board of Education will conduct two self-evaluations and at least two Meeting Observations in October and then in April.
6. The Board of Education will conduct at least two retreats (Fall and Spring) and will attend any conferences, trainings, and webinars. Those Board members that attend will then give feedback at a Board meeting to help improve our work during the school year.

13.21 DISTRICT AUDIT COMMITTEE

WHEREAS the Audit Committee Charter states in pertinent part: The Patchogue-Medford Union Free School District Audit Committee is comprised of five (5) members with staggered terms...After the initial terms, all Community Members of the Audit Committee shall serve three-year terms; and

WHEREAS there are currently two Community Member vacancies on the Audit Committee, however the appointment of both members to three-year terms will create non-staggered terms; and

WHEREAS to be consistent with the Audit Committee Charter mandate of staggered terms, for the 2025/2026 Audit Committee appointment of Community Members, one appointment shall be for a two-year term and the second appointment shall be for a three-year term; therefore,

BE IT RESOLVED that the Board of Education hereby appoints the following community members of the District Audit Committee for the terms specified:

1. Anthony O'Brien - through June 30, 2027
2. Phillip Reyling - through June 30, 2028
3. Bernadette Smith replacing Marc Negrin through June 30, 2026.

13.22 POLICY ADOPTION

At the June 23, 2025 or July 7, 2025, Board of Education meeting, the following policies were presented for a first reading. Since that time there has been no suggested changes.

BE IT RESOLVED that the Board of Education adopts the following policies which were circulated for a first reading:

- 1330 Use of School Facilities
- 1338 Use of School Facilities for Blood Drives
- 1339.1 Safety Message Evacuation of Buildings in
Time of Emergency
- 1339.1a Safety Message
- 1340 Public Conduct on School Property
- 1355 School Safety Plans and Teams
- 3340 Petty Cash/Petty Cash Accounts (with
regulations)
- 3460.1 Purchase Contracts for Student Activity
Funds
- 3460.2 Deposit of Student Activity Funds
- 3470 Wire Transfer Policy
- 3480 Fund Balance
- 3490 Returned Checks (Non-Sufficient Funds –
NSF)
- 3527 Pesticides and Pest Management
- 3528 Carbon Monoxide Detection and Response
- 3545 Transportation Philosophy (with regulations)
- 3546.3 “Charging” School Meals and Prohibition
Against Shaming
- 3801 Secure Data Destruction Policy
- 3802-E Parents’ Bill of Rights for Data Privacy and
Security
- 4114.1 Drug and Alcohol Abuse Policy for School Bus
Drivers (with regulations)
- 4411 Remote Access to Computer Network
- 4412 Information Security Breach and Notification
(with regulations)
- 5115.2 Tardiness Due to Bus Operations
- 5117 School Attendance Areas

- 5117.1 School Attendance Areas – Barton Elementary School
- 5117.2 School Attendance Areas – Bay Elementary School
- 5117.3 School Attendance Areas – Canaan Elementary School
- 5117.4 School Attendance Areas – Eagle Elementary School
- 5117.5 School Attendance Areas – Medford Elementary School
- 5117.6 School Attendance Areas – River Elementary School
- 5117.7 School Attendance Areas – Tremont Elementary School
- 5117.8 School Attendance Areas – Oregon Middle School
- 5117.9 School Attendance Areas – Saxton Middle School
- 5117.10 School Attendance Areas – South Ocean Middle School
- 5117.11 School Attendance Areas – Patchogue-Medford High School
- 5153 Threats and Violence – As it Relates to Students
- 5154 Student Searches and Interviews (with regulations)
 - 5154.1 Metal Detector Search Procedures
- 5158 Wellness Policy on Nutrition and Physical Activity (with regulations)
- 5171 Education of Homeless Children
- 6153 Field Trips
- 6156 Parent Involvement Policy
- 7210.A Role of School Board, Administrative Staff, and Architect with Respect to New School Construction or Building Renovation

13.23 APPROVAL OF MEMORANDUM OF AGREEMENT WITH THE CIVIL SERVICE EMPLOYEES' ASSOCIATION, INC., SUFFOLK

EDUCATIONAL LOCAL 870, PATCHOGUE-MEDFORD SCHOOL
DISTRICT FULL-TIME OPERATIONS UNIT

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the Memorandum of Agreement with the Civil Service Employees' Association, Inc., Suffolk Educational Local 870, Patchogue-Medford School District Full-Time Operations Unit for the period July 1, 2023 through June 30, 2027, and authorizes the President of the Board of Education to execute said agreement on behalf of the district.

13.24 SIDE LETTERS OF AGREEMENT WITH THE PATCHOGUE-
MEDFORD CONGRESS OF TEACHERS

BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education approves two Side Letters of Agreement with the Patchogue-Medford Congress of Teachers allowing the two persons named in confidential schedule A to work an additional .2 teaching period each and authorizes the President of the Board of Education to execute said agreements on behalf of the District.

13.25 SIDE LETTERS OF AGREEMENT WITH THE PATCHOGUE-
MEDFORD CONGRESS OF TEACHERS

BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education approves two Side Letters of Agreement with the Patchogue-Medford Congress of Teachers allowing the two persons named in confidential schedule A to work an additional .1 teaching period each and authorizes the President of the Board of Education to execute said agreements on behalf of the District.

13.26 ESTABLISHMENT OF SICK LEAVE BANK - PATCHOGUE-
MEDFORD CONGRESS OF TEACHERS

BE IT 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 26 days. The donation of leave by the Patchogue-Medford Congress of Teachers is not to be considered precedent-setting.

BE IT RESOLVED, the Board of Education hereby approve the Consent Agenda.

Moved by: Francis Salazar

Seconded by: Bernadette Smith

Carried

14. Items Removed from the Consent Agenda for a Separate Vote

There are no items removed from Consent Agenda for a separate vote

15. Actions Arising Out of Executive Session

There were no actions arising out of Executive Session

16. Information Items

16.1 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 September 15, 2025, Board of Education agenda:

- 2410 Table of Administrative Organization
- 2451 Nondiscrimination in Education Programs and Activities (w-Regulations)
- 2452 Sexual Harassment Grievances Under Title IX (w-Regulations)
- 2452.2 Sexual Harassment in the Workplace
- 3330 Transfer of Funds
- 5170 Student Harassment & Bullying Prevention and Intervention (Dignity for All Students Act)(w-Regulations)
- 6161.4 Distribution of Musical Instruments

17. Superintendent's/Assistant Superintendents' Report(s)

Mr. Frank Mазzie, Ms. Michelle Marrone. Dr. Joey Cohen and Ms. Lori Cannetti gave brief overviews of their respective departments.

18. Discussion Topics

The Board of Education assigned Kelli Anne Jennings as the NYSSBA Voting delegate.

The Board discussed where the meeting locations for the 2025-2026 school year would be.

19. Public Comment

The public was given an opportunity to make comments and ask questions.

20. Board of Education Comments

The Board of Education was given an opportunity to make comments.

21. Adjournment

BE IT RESOLVED there being no further business to discuss, the Board of Education hereby adjourns this meeting.

Moved by: Francis Salazar

Seconded by: Bernadette Smith

Carried

Respectfully Submitted,
Theresa DeLeva
District Clerk
