

BOARD OF EDUCATION
CITY SCHOOL DISTRICT OF THE CITY OF PORT JERVIS
PORT JERVIS, NEW YORK

MEETING MINUTES

February 7, 2017 Meeting

The Regular Meeting/Budget Workshop of the Board of Education was held on February 7, 2017 in the High School Cafeteria.

Members Present: Judith Amato
Brian Dewey
Deborah Lasch
Tanya Parker Hughes
Florence Santini
William Smith
Robert Witherow

Members Absent: Valerie Maginsky
Catherine Sadaghiani

Others Present: Thomas Bongiovi, Superintendent of Schools
Cynthia Benedict, Assistant Superintendent for Instruction
Lorelei Case, Assistant Superintendent for Business
Kristen Lopez, Clerk of the Board
Abigail Ilizirov, Senior Student Representative
Shannon Klotz, Junior Student Representative

Call to Order – Agenda Item 1

The meeting was called to order at 6:30 pm by President Lasch.

Motion to Enter into Executive Session – Agenda Item 2

Flo Santini moved, seconded by Brian Dewey to enter into executive session at 6:30 pm. Motion carried with a 7-0-2(Maginsky, Sadaghiani) vote.

Flo Santini moved, seconded by Brian Dewey to close executive session at 7:15 pm. Motion carried with a 7-0-2 vote.

Regular Session Resumes – Agenda Item 3

Regular Session resumed and called to order by President Lasch at 7:17 pm. The Pledge of Allegiance was led by William Smith, followed by a moment of silence.

Presentation – Agenda Item 4

PJHS Senior Abigail Ilizirov and Junior Shannon Klotz, Student Representatives, reported the upcoming event dates for the High School.

Eric Hipsman, School Attendance worker, presented on the subject of Attendance and Data.

Public Comment – Agenda Item 5

There were no requests to speak during public comment at this meeting.

Administrative Reports – Agenda Item 6

Ms. Case reported that the Business Office continues to be busy revising and amending budget documents for board consideration. Included in the board informational items, she made a recommendation for funding the capital reserve with use of fund balance. She states that the board committed to the state to fund the established capital reserve to address the Middle School concerns with excess fund balance, and she encourages the board to have the discussion to formally adopt the resolution to fund the reserve.

At the January 17th meeting, a board member asked two questions, and she would like to answer those questions: the first was why the 9 Thompson Street address was not included in the EPEX bidding process. She answered that it was not included because it does not meet the meaningful threshold of use. The second question asked was why the electric was so high at the Route 209 complex in January. This question refers specifically to the anticipated monthly consumption estimates for 2018-2019. January is noted as the highest usage month. This figure is based on historical data. In January, the days are shorter and lighting and heating needs are required for longer periods. The participation in after school and secondary programs in the buildings are in full swing because the holidays are over and outside activities are limited due to weather conditions. When compared to December and February, typically, December has less days due to the Winter break and February has less days in the month and a long Holiday weekend.

Mrs. Benedict related that a half day for staff development was held on Friday, January 27. There were a variety of offerings throughout the district for our faculty and staff; the Special Education teachers and support staff participated in a workshop dedicated to IEP alignment. The clerical and building Administrators trained with a representative from EdVista on a new PD Manager program that is designed to track required continuing education hours for teachers. Model Schools Integration Specialists worked with our faculty on interactive notebooks, which analyzed state assessments and individual classroom coaching. Our Director of PPS arranged a workshop for all of our aides and monitors on Behavior Management, and our special area teachers had the opportunity to meet and discuss curriculum and upcoming events.

Friday, February 3rd was National Wear Red Day. Mrs. Benedict thanked everyone throughout the district who wore red in support of heart disease and stroke prevention. During PE classes at ASK, on this date, students in grades 4-6 were given a presentation by Touro College of Osteopathic Medicine's Medical students about germs and hygiene, nutrition, bone health and heart health.

"School Counseling: Helping Students Realize Their Potential," is celebrated this week. The week is dedicated to focusing public attention on the unique contributions of school counselors. National School Counseling Week highlights the tremendous impact school counselors can have in helping students achieve school success and plan for a career. Mrs. Benedict would like to thank all our school counselors at PJ and encourage students and faculty to wish their favorite counselor "Happy National School Counseling Week".

On March 1 at Port Jervis High School, the Harlem Wizards are taking on the Port Jervis faculty and staff in a basketball game. This annual event is hosted by the PJHS Students Against Destructive Decisions. They are bringing the Wizards to Port Jervis to help benefit the All Night Grad Party. Information and photos about this event are posted on our website. She would like you to mark the date on your calendar for this exciting, family fun event.

Mr. Bongiovi addressed the procedure that he uses when inclement weather causes us to make a decision on closing schools or having a two-hour delay. He stated that frankly, there is no “science” to his decision. Generally, we have some advanced warning of an upcoming weather event, so if a major storm were to come in he would, if possible, call a school closing the night before so people are not having to get a phone call at 5 am. On those occasions where a decision must be made in the morning before school starts, he starts the process at 4:30 am and follows the same protocol to make his decision: He speaks with representatives from Quality Bus, who has someone out driving the roads of the district and relaying the information on road conditions of various areas, he calls the highway supervisor to see if they are prepared and asks about salt/sanding, and he calls local Superintendents to see what they are doing in terms of closing or delay. He wants the public to know that while they may not agree with his decision every time, the safety of our students, faculty and staff are his top priority, and they are foremost on his mind when making his decision. Due to the unpredictability of weather, he apologizes if sometimes he misses the call, but as “Captain of the Ship” he takes full responsibility for his decision.

Agenda Item 7 - Consent Items

Flo Santini moved, seconded by Brian Dewey to approve Agenda Item 7 as follows. Motion carried with a 7-0-2 vote:

a. Minutes from the January 17, 2017 Meeting of the Board of Education (Section 1, Minutes)

b. Committee on Special Education Minutes (Section 1, Minutes)

CSE Meeting Dates: *December 2016: (Revised): 15, 21*

January 2017: 3(Revised), 9,10,11,12,13,17,18,19,20,23,25,26

CPSE Meeting Dates: *January 2017: 17,23,25,30*

c. Financial Reports for December 2016 (Section 1, Financial Reports):

- Treasurer’s Report (Section 1, FR-1)
- Appropriation Status Detail Report (Section 1, FR-2)
- Revenue Status Report (Section 1, FR-3)
- Check Warrant Report (Section 1, FR-4)
- Budget Transfer Schedule Report (Section 1, FR-5)

d. FMLA, Intermittent and Leave of Absences per Enclosures (Section 1, Personnel)

e. Retirements:

Name: Stephen Pagano
Position: Head Grounds Worker
Assignment: District Wide
Effective: June 30, 2017

f. Approval of Surplus Items (Section 1, Other Consent)

- Disposal of Califone 1435K Portable Phonograph
- Disposal of Hamilton Phonograph
- Disposal of Yamaha YDP 113 Electric Piano

Agenda Item 8 - Appointments (Section 1, Personnel)

Bill Smith moved, seconded by Flo Santini to approve Agenda Item 8 as follows. Motion carried with a 7-0-2 vote:

A. Support Staff

Name: Dorothy Witkowski
Position: Cleaner
Assignment: District Wide
Reason: Vacancy No. 1962
Probation: 8-26 weeks
Effective: February 8, 2017
Salary: \$15.07 – Step 1

B. Athletic Coaching Positions for the 2016-2017 School Year – Vacancy No. 1895
(All Salaries based on 2015-2016 contract)

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Sierra Phillips	Modified Girls Spring Track	\$3,246

C. AIS Instructional Staff for the 2016-2017 School Year – Vacancy No. 1947
(All salaries based on 2015-2016 contract)

<u>Name</u>	<u>School</u>	<u>Salary</u>
Erica Gibbs	HBE	\$40.53/hr.

Agenda Item 9 - Approval of Committee on Special Education Vendor as follows:

- a) Handle With Care Behavior Management System, Inc.
184 McKinstry Road
Gardiner, NY 12525
Phone: 845-255-4031/fax: 845-256-0094
- b) Summit Professional Education
PO Box 908
Franklin, TN 37065
Phone: 800-433-9570/fax: 615-376-8233

Tanya Parker-Hughes moved, seconded by Flo Santini to approve Agenda Item 9. Motion carried with a 7-0-2 vote.

Agenda Item 10 - Approval to Allow Board Member William Smith to attend the 2017 Capital Conference in Albany February 12-13, 2017 (enclosure no. 1)

Flo Santini moved, seconded by Bob Witherow to approve Agenda Item 10. Motion carried with a 7-0-2 vote.

Agenda Item 11 - Authorization for Superintendent of Schools to Submit a Section 211 Waiver (enclosure no. 2)

Judy Amato moved, seconded by Brian Dewey to approve Agenda Item 11. Motion carried with a 7-0-2 vote.

Agenda Item 12 - Adoption of Resolution Designating Board of Registration and Date of Registration (enclosure no. 3)

Brian Dewey moved, seconded by William Smith to approve Agenda Item 12. Motion carried with a 7-0-2 vote.

Agenda Item 13 - Approval of Contract for Health & Welfare Services between the Port Jervis City School District and Dobbs Ferry UFSD (enclosure no. 4)

Flo Santini moved, seconded by William Smith to approve Agenda Item 13. Motion carried with a 7-0-2 vote.

Agenda Item 14 - Approval of Change to the PJCS D 2016-2017 Student Calendar as follows:

Mr. Bongiovi asked the Board to consider making the February 21 date a district-wide closing. Robert Witherow moved, seconded by William Smith to approve Agenda Item 14 as a district-wide closing. Motion carried with a 6-1-2 (Santini) vote.

Agenda Item 15 - Committee/Liaison Reports (as available)

OCSBA/NYSSBA liaison William Smith stated that he attended an OCSBA meeting on February 1, where a Government relations specialist talked about the Governor's proposals and the platform for the Capital Conference in Albany on February 12 & 13. He is giving the Board Clerk a copy of the Treasurer's Report from that meeting to forward to the Members. He states OCSBA is in good financial shape. Mr. Smith outlined some of the proposals he would be presenting at the Capital Conference on February 12 and 13. Mr. Bongiovi thanked Mr. Smith for representing Port Jervis at this conference.

Agenda Item 16 – Board Member Comments

Member Tanya Parker-Hughes congratulated the High School students who participated in the Science Olympiad at SUNY Ulster. She states that sometimes kids involved in these kinds of activities are overlooked, and she just wanted to publicly thank them for their efforts and participation.

Agenda Item 17 - Dates to Remember

President Lasch read the dates to remember.

Agenda Item 18 - Adjournment

President Lasch asked that the presentation on the Budget originally scheduled for the Workshop after Adjournment (Agenda Item 19) be given beforehand because the Members elected to convene a second Executive Session after the regular meeting. Ms. Case and Mr. Bongiovi presented an overview, including the ABR components of the Budget.

Brian Dewey moved, seconded by Tanya Parker-Hughes to adjourn the meeting and return to Executive Session at 8:37 pm. President Lasch states there will be no action taken after Executive Session. Motion carried with a 7-0-2 vote.

Tanya Parker-Hughes moved, seconded by Flo Santini, to adjourn Executive Session at 9:05 pm. Motion carried with a 7-0-2 vote.

The Port Jervis City School District Board of Education will hold its next Regular Meeting/Budget Workshop on Tuesday, February 21, 2017 at 7:00 p.m. in the High School Cafeteria.

Transcribed by *Kristen M. Lopez*
Kristen M. Lopez, Clerk of the Board
Port Jervis Board of Education