

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

MEETING MINUTES

November 15, 2016 Meeting

The Regular Meeting of the Board of Education was held on November 15, 2016, in the High School Cafeteria.

Members Present: Judith Amato
Brian Dewey
Deborah Lasch
Valerie Maginsky
Tanya Parker-Hughes
Catherine Sadaghiani
Florence Santini (departed 7:00 pm)
William Smith
Robert Witherow

Members Absent: None

Others Present: Thomas Bongiovi, Superintendent
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 6:00 pm by President Lasch.

Motion to Enter into Executive Session – Agenda Item 2

Brian Dewey moved, seconded by William Smith, to enter into executive session at 6:00 pm. Motion carried with a 9-0-0 vote.

Cathy Sadaghiani moved, seconded by Florence Santini, to close executive session at 7:00 pm. Motion carried by a 9-0-0 vote.

Regular Session Resumes – Agenda Item 3

Cathy Sadaghiani moved, seconded by Brian Dewey, to return to regular session at 7:06 pm. Motion carried by an 8-0-1(Santini) vote. Cathy Sadaghiani moved, seconded by Brian Dewey, to approve the amended agenda. Motion carried by an 8-0-1 vote. The Pledge of Allegiance was led by Brian Dewey, 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 in November and December 2016 for the High School, touched on fall sports highlights and

Music Department news. The Representatives also directed special attention to the new Scorer's table, which was on display in remembrance of PJHS teacher and Coach Luann McCarthy.

Meagan Sullivan, Director of Pupil Personnel Services, in conjunction with ASK Principal Brett Cancredi and Assistant Principals Nicole Eye and Matthew Wentworth, presented on the subject of Response to Interventions.

Don Preiss, Director of Facilities III, Lorelei Case, Assistant Superintendent for Business, and representatives from both Mosaic Architects and Savin Engineers presented on Plans for Renovation of ASK and HBE Libraries and Possible Capital Projects. Ms. Case asked for direction from the Board, taking a poll of the Board as to which Capital projects they would like to move forward on in order for a Referendum to be prepared that could be adopted at the January meeting and put out to the voters in May.

Public Comment – Agenda Item 5

There was no public comment.

Administrative Reports – Agenda Item 6

Mrs. Benedict reported on the highlights of the November 8 Superintendent's Conference Day, expounding on the presentation by motivational speaker and educator, Dr. Gilbert from Montclair State. She stated his message resonated with the audience on a personal as well as a professional level, emphasizing that our mental attitude determines our actions that lead to our success. His presentation was very interactive and well received by our faculty and staff.

Mrs. Benedict shared that the School District is re-opening the Indoor Winter Walking Trail at the High School. This activity is free-of-charge to all district residents including teachers, staff, students and parents. She encouraged the public to refer to our website for pertinent information and release forms.

Mr. Bongiovi read a copy of the letter that was sent to parents in the district who send their children to Sussex Christian School, informing them of the Board's decision after consideration of public comment from the October 18, 2016 meeting. Mr. Bongiovi also outlined a new "Port Pride" Incentive program for our staff wherein staff members nominate their fellow co-worker when they witness an act being performed that exemplifies "Port Pride". The nominated staff will receive a Port Pride certificate and a small incentive gift. He read a list of the inaugural award winners.

Agenda Item 7 - Consent Items

William Smith moved, seconded by Cathy Sadaghiani, to approve the consent agenda items as follows. Motion carried by an 8-0-1 vote:

- a. **Minutes from the October 18, 2016 Meeting of the Board of Education (Section 1, Minutes)**
- b. **Minutes from the October 25, 2016 Special Meeting of the Board of Education (Section 1, Minutes)**
- c. **Committee on Special Education Minutes (Section 1, Minutes)**
CSE Meeting Dates: *October 1,6,11,12,13,14,17,18,19,20,21,24,25,26,27,28,31 and November: 1,2,3*
CPSE Meeting Dates: *October: 11,17,19,20,24,26,28 and November: 2,7*
- d. **Financial Reports for September 2015 (Section 1, Financial Reports):**
 - Appropriation Status Detail Report (Section 1, FR-1)
 - Revenue Status Report (Section 1, FR-2)
 - Check Warrant Report (Section 1, FR-3)
 - Treasurer's Report (Section 1, FR-4)

- Budget Transfer Schedule Report (Section 1, FR-5)

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

- Disposal of Books at PJMS and ASK
- Declare 1984 Ford Tractor/Loader with Backhoe as Surplus and put out for Bid

f. FMLA, Intermittent and Leave of Absences per Enclosures (Section I, Personnel)

Agenda Item 8 - Appointment(s):

Cathy Sadaghiani moved, seconded by Valerie Maginsky to approve Agenda Item 8 as follows. Motion carried by an 8-0-1 vote.

A. Change of Dates to Previously Approved Leave Replacement

Name: Katrina Knight
Position: Elementary Teacher (Leave Replacement)
Assignment: ASK
Reason: Vacancy No. 1946
Effective: September 23, 2016 – December 13, 2016
Salary: \$53,532 – Step 1 (pro-rated)
(Previous effective dates of 9/23/16 – 12/15/16 approved at 10/4/16 meeting)

Name: Jennifer Scannell
Position: Guidance Counselor (Leave Replacement)
Assignment: HBE
Reason: Vacancy No. 1945
Effective: October 26, 2016 – October 31, 2017
Salary: \$57,580 – Step 1 (pro-rated)
 1,500 – Masters
2,208 – Credits
 \$61,288 (Pro-rated)
(Previous effective dates of 11/7/16 - 10/31/17 approved at 10/4/16 meeting)

B. Support Staff

Name: Sean Westfall
Assignment: District-Wide
Effective: October 19, 2016
Position: Grounds Worker - Substitute Salary: \$16.69 – Step 1
 Maintenance Laborer – Substitute Salary: \$17.48 – Step 1
 Cleaner – Substitute Salary: \$15.07 – Step 1

C. Substitute Teachers/RN's: *Denotes College Students **Bold=Home Tutor**

<u>A= Certified</u>	<u>B = Bachelor's Degree</u>	<u>C=48 or more college credits</u>
	Jason Lewis	Austin Wilson
	Shahedra Ward-King	

D. Co-Curricular Position for the 2016-2017 School Year

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Susan Couture	Middle School Book Club	Volunteer, non-paid

E. Co-Curricular Position 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>
Kimberly Wragge	HBE OM Coach	\$1,399

F. Correction to Stipend of Previously Approved Curriculum Coordinator Position 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>
Kyle Ross <i>(Approved for \$1,399 at the 10/18/16 meeting)</i>	Social Studies 7-8	\$1,328 pro-rated) <i>effective 10/1/16</i>

G. Correction to Stipend of Previously Approved Co-Curricular Position 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>
Ryan Doyle <i>(Approved as non-paid, volunteer at the 10/18/16 meeting)</i>	Middle School Art Club	\$701

H. Correction to Salary of Previously Approved Coaching Position 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>
Walter Kaufmann <i>(Approved for \$3,712 at the 7/5/16 meeting)</i>	JV Girls Tennis	\$3,951

I. 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>
Darien Quick	Indoor Track, Boys/Girls Assistant	\$3,455
Marissa Carlton	Girls Basketball Assistant Coach	non-paid, volunteer
Anthony DiGiantomaso	Assistant Baseball Coach	non-paid, volunteer
Sierra Phillips	JV Basketball Cheerleading Coach	\$3,712

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

High Point Scientific
442 Route 206
Montague, NJ 07827
Ph: 800-266-9590/fax: 973-293-7680

Cathy Sadaghiani moved, seconded by Brian Dewey to approve Agenda Item 9. Motion carried by an 8-0-1 vote.

Agenda Item 10 - Approval of the 2017-2018 Budget Parameters (enclosure no. 1)

William Smith moved, seconded by Judy Amato to approve Agenda Item 10. Motion carried by an 8-0-1 vote.

Agenda Item 11 - Adoption of the 2017-2018 Budget Calendar (enclosure no. 2)

Cathy Sadaghiani moved, seconded by Brian Dewey to approve Agenda Item 11. Motion carried by an 8-0-1 vote.

Agenda Item 12 - Approval of Transportation Advisory Services (TAS) as Consultant for RFP Proposal Development for Student Transportation Services (enclosure no. 3)

William Smith moved, seconded by Cathy Sadaghiani to approve Agenda Item 12. Motion carried by an 8-0-1 vote.

Agenda Item 13 - Approval of Upcoming Trips:

- Middle School Eighth Grade Class Trip to Washington, D.C., April 7-9, 2017 **(enclosure no. 4a)**
- PJHS National Honor Society Trip to North Carolina, March 9-12, 2017 **(enclosure no. 4b)**
- PJ Girls Varsity and JV Softball Teams to Herkimer, NY, April 29-30, 2017 **(enclosure no. 4c)**

Tanya Parker-Hughes moved, seconded by William Smith to approve Agenda Item 13. Motion carried by an 8-0-1 vote.

Agenda Item 14 - Approval of 2016-2017 NYSSBA Membership Dues (enclosure no. 5)

Tanya Parker-Hughes moved, seconded by Cathy Sadaghiani to approve Agenda Item 14. Motion carried by an 8-0-1 vote.

Agenda Item 15 - Policies – (enclosure nos. 6a and 6b)

First Reading

Policy No. 6212.2 – Registration and Professional Development

Policy No. 6220 – Temporary Personnel

William Smith moved, seconded by Valerie Maginsky to approve Agenda Item 15. Motion carried by an 8-0-1 vote.

Agenda Item 16 - Award of Bid for Sullivan Avenue Demolition (enclosure no. 7)

Tanya Parker-Hughes moved, seconded by Brian Dewey to award Agenda Item 16 to Foremost Development, LLC. Motion carried by an 8-0-1 vote.

Agenda Item 17 - Approval of Memorandum of Understanding between PJCS D and Port Jervis Free Library for Use of Library for TASC Instruction (enclosure no. 8)

William Smith moved, seconded by Cathy Sadaghiani to approve Agenda Item 17. Motion carried by a 7-1(Amato)-1 vote.

Agenda Item 18 - Discussion of Cancellation of January 3, 2017 Board of Education Meeting

Tanya Parker-Hughes moved, seconded by Cathy Sadaghiani to open discussion and approve Agenda Item 18. Motion carried by an 8-0-1 vote. President Lasch directed that we update the school website to reflect this cancellation of meeting.

Agenda Item 19 – Committee Liaison Reports (as available)

Policy Committee liaison Cathy Sadaghiani related that the Committee met November 14 at 11am. She stated they are working on many revisions to policies and still have some legal questions that they are reviewing. She will have copies ready for the next meeting, which will be December 6 at 11 am at Thompson Street.

DLT liaison Robert Witherow stated he had nothing to report. Mrs. Sadaghiani reminded the Principals that they need to hold their BEPT meetings soon.

Port Jervis liaison Valerie Maginsky stated that the Christkindlemarkt application deadline had been extended to November 18. This event will be held on November 29. Mrs. Maginsky also reported that the Rick Drew Parade will be held on December 4, with lineup starting at 1:00 pm with the Tree Lighting at Memorial Park at 6:00 pm.

Mrs. Maginsky strongly encouraged the public to look at the program offered by the Orange County Department of Health concerning lead poisoning. She stated that there are a large amount of homes in our community that were built before 1978, and the Department has a free program that will fund up to \$10,000 per unit to address any problems related to lead. She stated that so far three homes have taken advantage of this program and have had problems addressed and corrected. She asked that you contact the Orange County Office of Community Development with questions.

Education Committee liaison Bob Witherow stated their meeting was held October 6 in the PJHS Conference Room. He stated they reviewed the 2016-2017 BOE Goals and each school representative discussed what goals they have attained in relation to the goals set forth. HBE implemented writing curriculum, ASK had STEM workshops, the HS kicked off Red Ribbon Week and held Leveraged Leadership meetings and the MS has also held the Leveraged Leadership meetings.

OCSBA & NYSSBA liaison Bill Smith reported that the OCSBA child abuse class had been cancelled, with no reschedule date. He will report later on this if the class is rescheduled. He also touched on the latest news regarding Legoland in Goshen and stated that the Members could find the most updated information by going on the OCSBA website.

Mr. Smith thanked the public and the Board for allowing him to represent our district by attending the 97th NYSSBA Conference and Expo this year. He reported on a variety of topics covered at the conference, and brought back much information that he will disseminate to the Superintendent and the Board. He would like to share the Small City Schools decision news with the Board at the next meeting.

Agenda Item 20 – Board Member Comments

Member Debbie Lasch read two letters from Thomas Faggione, one commending ASK on their impressive response and professionalism to a medical emergency at the school on a day he was there for a visit, and one thanking PJHS for inviting him to the College Fair and how informative it was for both himself and the students attending. Mrs. Lasch stated that getting letters such as these are the result of our Port Pride, and she believes we should be pointing out Port Pride each day.

Member Judy Amato wishes everyone a Happy Thanksgiving and hopes all enjoy time with those they love.

Member Cathy Sadaghiani also wished everyone a Happy Thanksgiving, and thanked the Superintendent for the invite to the Superintendent Conference day and stated that she enjoyed the featured speaker, Dr. Gilbert. She explained that at the end of Dr. Gilbert's presentation, he gave us all "thank you" cards and instructed each of us to give our card to another just to say thank you and pay it forward. Mrs. Sadaghiani states she will be giving her card to staff member Terri Pagano, because without her and all of her hard work, there would be no Policy Committee.

Member Valerie Maginsky stated that she also attended the conference and found Dr. Gilbert's presentation to be very useful and humbling. She stated the audience at the beginning was a bit chatty, but as Dr. Gilbert gave his presentation, everyone paid attention and seemed to really enjoy it. She gave best wishes for a nice holiday.

Member Brian Dewey emphasized that at this time of year everyone is thinking turkey and Christmas and what they want. He encouraged everyone to get into the spirit of giving and to donate to the Kucher Kids shoe drive and the coat drive that would be going on November 21 & 22.

Member William Smith reminded the public that to get everyone organized for the Rick Drew parade that Mrs. Maginsky mentioned earlier was an enormous task that needs many volunteers to help. He asked that anyone wishing to volunteer to help with line up please call Thompson Street and we will put you on a list and contact you.

Agenda Item 21 - Dates to Remember

President Lasch read the dates to remember.

Agenda Item 22 - Adjournment

Tanya Parker-Hughes moved, seconded by Cathy Sadaghiani to return to executive session at 9:03 pm. Motion carried by an 8-0-1 vote.

Cathy Sadaghiani moved, seconded by Valerie Maginsky to adjourn executive session at 9:19 pm. Motion carried by an 8-0-1 vote.

Judy Amato moved, seconded by Cathy Sadaghiani to adjourn the meeting at 9:20 pm. Motion carried by an 8-0-1 vote.

The next meeting/workshop of the Port Jervis City School District Board of Education will be on Tuesday, December 20, 2016 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

11/15/2016