

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

MEETING MINUTES

December 20, 2016 Meeting

The Regular Meeting of the Board of Education was held on December 20, 2016 in the High School Cafeteria.

Members Present: Judith Amato (arrived at 5:32 pm)
Brian Dewey
Deborah Lasch
Valerie Maginsky (left at 6:45 pm)
Tanya Parker Hughes
Catherine Sadaghiani
Florence Santini
William Smith
Robert Witherow

Members Absent: None

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 5:30 pm by President Lasch.

Motion to Enter into Executive Session – Agenda Item 2

Cathy Sadaghiani moved, seconded by Valerie Maginsky to enter into executive session at 5:31 pm. Motion carried with an 8-0-1 (Amato) vote.

Cathy Sadaghiani moved, seconded by Brian Dewey to close executive session to attend the dedication of the Scorer's table in honor of LuAnn McCarthy at 6:29 pm. Motion carried by a 9-0-0 vote.

Tanya Parker-Hughes moved, seconded by Brian Dewey to re-enter executive session at 6:46 pm. Motion carried with an 8-0-1 (Maginsky) vote.

Tanya Parker-Hughes moved, seconded by Judy Amato to close executive session at 7:05 pm. Motion carried with an 8-0-1 vote.

Regular Session Resumes – Agenda Item 3

Tanya Parker Hughes moved, seconded by Brian Dewey to return to regular session at 7:14 pm. Motion carried by an 8-0-1 vote. The Pledge of Allegiance was led by Cindy Benedict 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 and also announced that January 17, 2017 from 6-7 pm would be the first meeting for discussion on Port Jervis' future mascot. Special note, there will be no discussion on a name change for the "Raiders". Regents testing will be January 24-27, 2017.

Jean Fazzino-Lain, Principal of Port Jervis Middle School, in conjunction with Assistant Principal Anthony Lazzaro presented on the subject of Moving Forward with Data.

Public Comment – Agenda Item 5

Tom Faggione, Port Jervis Public Information Specialist and Orange County Legislator, thanked the Board for the opportunity to address them in regards to the Backpack program that was on this evening's Agenda. He states it is a program where a backpack is filled with food for students to take home to eat and share with their families. He stated that this is a great program that would help our students, and he hoped the Board would consider and approve our district entering into a contract to have the program. He also wished all in attendance a very happy holiday.

Administrative Reports – Agenda Item 6

Ms. Case reported that design of the May 2016 capital projects referendum has been ongoing, and aside from the HBE library project, the plan is to send the drawings to SED for review by January 1, 2017. Some of the projects in the May 2016 referendum will be streamlined as a single trade and we anticipate receiving approval for these projects in a relatively short period of time.

As of this Meeting, the Smartbond application has not been approved, but is in the que waiting for SED approval to proceed. Our Building and Grounds Department has been effective in maintaining heat in all buildings, in light of the extreme cold.

Mrs. Case called attention to some of the informational items that were included in the Board's packet, noting that the RFP for Transportation has been drafted and formal review will occur next week. Mrs. Case anticipates this will be ready for Board action and award in February 2017. Also included was the structural evaluation of 9 Thompson Street. She encouraged the Members to read through the report because if it is decided that the Administrative Offices will stay in the building there is substantial work that needs to be done. And lastly, demolition of the Sullivan Avenue School is on target.

Mrs. Case wishes to extend her best to everyone for a peaceful and safe holiday season.

Mrs. Benedict stated that this is the time of the school year that our schools are busy creating memorable activities for our students and during the past few weeks students have participated in a number of field trips, activities and events that are facilitated by our administrators, staff, PTAs and Rotary, such as each of our schools having winter concerts, HBE celebrating 40 years of excellence, the Middle School inducting 23 eighth graders into the PJMS Chapter of the NJHS and also offered a workshop for parents that focused on the NYS Math Assessments.

Members of the Port Jervis Rotary Club visited both elementary schools to give each 3rd grader a brand new Webster's Dictionary. Mrs. Benedict said that this is a yearly event and is part of the educational outreach of the Rotary Club and she wished to thank them for their continued support of our schools and students. The kindergarten students at ASK donated 157 mittens to the Salvation Army for those less fortunate families and the Salvation Army visited each K classroom to thank them and speak about the importance of helping our community.

Three productions of *Annie* were presented by the HBE Drama Club this past weekend to the delight of well-attended audiences. Mrs. Benedict extends congratulations to the producers, the music department, faculty, staff, parents and our custodial crew that all supported this wonderful musical. Mrs. Benedict stated that the students' singing, dancing and acting were very impressive and entertaining and it was a pleasure to attend the production and witness how much fun the students had performing.

Mrs. Benedict wishes to thank everyone involved for their extraordinary efforts to make our school community a great place for our students. She encourages everyone to check our website for current stories and pictures of school activities. She wishes everyone in our PJ Community a safe, healthy and happy holiday season.

Mr. Bongiovi reported that the Future Building Project Committee members had the opportunity to visit two Middle Schools in the county, Monroe-Woodbury and Minisink, to see what other Middle Schools have done with their buildings and give them the opportunity to compare and see how they run their programs. The Committee's next goal is to make an appointment with State Ed to present Educational options and get direction from them on what the viable options would be.

The TASC program is under way. Mr. Bongiovi spoke to Larry Gotham who heads the program and he reports that 10 students are enrolled, with attendance every day averaging seven to ten students. He states he has four new students interested in the program. He will continue to update the Board on the progress of the program.

In addition, Mr. Bongiovi reported on the Alternative Education programs at our secondary schools. He states there are 28 students total in the HS ARCH program, 13 full time and 15 that attend both the day and night program. At the Middle School, there are 5 students currently in the ACES program. He states these programs are in lieu of Home Instruction, and are a savings to the district.

Mr. Bongiovi asked the Board to pay special attention to the informational item included in the Board packet from Western Suffolk BOCES, which does offer to conduct the demographic studies that the Board inquired about. He asked that all review and it will be put on the Agenda to discuss at the next Meeting.

In conclusion, Mr. Bongiovi extended his wishes to all for a happy holiday season.

Agenda Item 7 - Consent Items

Florence Santini moved, seconded by Robert Witherow to approve the consent agenda items as follows. Motion carried by an 8-0-1 vote:

- a. Minutes from the November 15, 2016 Meeting of the Board of Education (Section 1, Minutes)**
- b. Committee on Special Education Minutes (Section 1, Minutes)**
CSE Meeting Dates: October 26(Revised);
November 7,8,9,10,14,15,16,17,18,21,22,28,29,30
December: 1,2,6
CPSE Meeting Dates: November 18 & 29, December 1,2,5,12
- c. Financial Reports for October 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)

Agenda Item 8 - Appointments (Section 1, Personnel)

Tanya Parker-Hughes moved, seconded by Florence Santini to approve Agenda Item 8 as follows. Motion carried by an 8-0-1 vote:

A. Instructional Staff (All salaries based on 2015-2016 contract):

Name: Lisa Cunningham
Position: Elementary Teacher – Leave Replacement
Assignment: ASK
Reason: Vacancy No. 1949
Effective: November 28, 2016 – January 18, 2017
Salary: \$53,532 – Step 1
1,500 – Masters
2,714 – Credits (59)
\$57,746 (pro-rated)

Name: Emily Tricarico
Position: Guidance Counselor – Leave Replacement
Assignment: Middle School
Reason: Vacancy No. 1952
Effective: December 12, 2016 – January 1, 2018
Salary: \$57,580 – Step 1
1,500 – Masters
2,484 – Credits (54)
\$61,564 (pro-rated)

Name: Marissa Carlton
Position: Literacy Teacher – Leave Replacement
Assignment: HBE
Reason: Vacancy No. 1953
Effective: January 5, 2017 – May 12, 2017
Salary: \$53,532 – Step 1 (pro-rated)

Name: Julia Dekan
Position: Elementary Teacher – Leave Replacement
Assignment: ASK
Reason: Vacancy No. 1955
Effective: December 13, 2016 – January 23, 2017
Salary: \$53,532 – Step 1 (pro-rated)

Name: Ryan Doyle**
Position: Art Teacher - Probationary
Assignment: Middle School
Reason: Vacancy No. 1923
Tenure Track: September 1, 2016 – June 30, 2020
Effective: December 13, 2016
Salary: \$53,532 – Step 1
1,500 – Masters
1,242 – Credits (27)
\$56,274 (pro-rated)

*****Please Note: This individual must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of his or her probationary appointment to be considered for or granted tenure.***

B. Support Staff

Name: Russell G. Mason
Assignment: District Wide
Position: Cleaner – Substitute
Reason: Per Diem
Effective: December 20, 2016 (pending fingerprint clearance)
Probation: Not Applicable
Salary: \$15.07 – Step 1

Name: Russell Phillips
Assignment: District Wide
Position: Cleaner – Substitute
Reason: Per Diem
Effective: December 20, 2016 (pending fingerprint clearance)
Probation: Not Applicable
Salary: \$15.07 – Step 1

Name: Jeffrey Wehinger
Assignment: District Wide
Position: Cleaner – Substitute
Reason: Per Diem
Effective: December 20, 2016 (pending fingerprint clearance)
Probation: Not Applicable
Salary: \$15.07 – Step 1

Name: Elizabeth Wilson
Assignment: District Wide
Position: Cleaner – Substitute
Reason: Per Diem
Effective: December 20, 2016 (pending fingerprint clearance)
Probation: Not Applicable
Salary: \$15.07 – Step 1

Name: Glenn Thomas Ross
Assignment: District Wide
Position: Maintenance Mechanic - Substitute
Reason: Per Diem
Effective: December 20, 2016
Probation: Not Applicable
Salary: \$17.48 – Step 1

Name: Debra Mills
Assignment: District Wide
Position: Sr. Food Service Helper - Promotional
Reason: Vacancy No. 1958
Probation: 12 Weeks
Effective: January 2, 2017

Cathy Sadaghiani moved, seconded by Brian Dewey to approve Agenda Item 10. Motion carried by an 8-0-1 vote.

Agenda Item 11 - Approval to Accept Donation of \$1,750.00 from the Marion Cooper Community Foundation/Port Jervis Education Foundation to the Port Jervis City School District for the following (enclosure no. 1):

- HBE 6th Grade Class Trip - \$1,000
- HS Beautification & Addition for the Dr. Taylor Outdoor Learning Center - \$750

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

Agenda Item 12 - Approval to Accept Donation of \$250.00 from Michael Shilale Architects, LLP (enclosure no. 2)

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

Agenda Item 13 - Approval of Corrected Tax Rolls for the 2016-2017 Tax Warrant (enclosure no. 3)

Robert Witherow moved, seconded by Cathy Sadaghiani to approve Agenda Item 13. Motion carried by an 8-0-1 vote.

Agenda Item 14 - Approval of PLC Associates, Inc. as an SED Approved Vendor (enclosure no. 4)

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

Agenda Item 15 - Approval of Donation from Orange County Department of Health (enclosure no. 5)

Cathy Sadaghiani moved, seconded by Tanya Parker-Hughes to approve Agenda Item 15. Motion carried by an 8-0-1 vote.

Agenda Item 16 - Approval of Licensing Agreement for Pel Industries, Inc. (enclosure no. 6)

Florence Santini moved, seconded by Cathy Sadaghiani to approve Agenda Item 16. Motion carried by an 8-0-1 vote.

Agenda Item 17 - Approval to Abolish CSEA Position (enclosure no. 7)

Florence Santini moved, seconded by Robert Witherow to approve Agenda Item 17. Motion carried by an 8-0-1 vote.

Agenda Item 18 - Approval of Stipulation of Agreement (enclosure no. 8)

William Smith moved, seconded by Cathy Sadaghiani to approve Agenda Item 18. Motion carried by an 8-0-1 vote.

Agenda Item 19 – Approval of Memorandum of Understanding between Port Jervis City School District and the Regional Food Bank of NENY (enclosure no. 9)

Tanya Parker-Hughes moved, seconded by Cathy Sadaghiani to approve Agenda Item 18. Motion carried by an 8-0-1 vote.

Agenda Item 20 - Award of Bid for Surplus 1984 Ford Tractor/Loader with Backhoe (enclosure no. 10)

Robert Witherow moved, seconded by Tanya Parker Hughes to approve Agenda Item 18 and award the bid to Nat's Cleanup Service. Motion carried by an 8-0-1 vote.

Agenda Item 21 - Policies (enclosures 11a through 11h)

First Reading

Policy No. 5515 – Maintenance of Fund Balance and Reserve Funds

Policy No. 5681 – Fire and Emergency Drills, Bomb Threats and Bus Emergency Drills

Policy No. 5683 – School Safety Plans

Policy No. 6160 – Professional Growth/Staff Development

Policy No. 7131 – Non-Resident Students

Policy No. 7222 – Diploma or Credential Options for Students with Disabilities

Policy No. 7616 – Prereferral Intervention Strategies

Policy No. 8340 – Textbooks/Workbooks/Calculators

Second and Final Reading

Policy No. 6212.2 – Registration and Professional Development

Policy No. 6220 – Temporary Personnel

Remove Policy

Policy No. 8480 – Admission of Foreign Exchange Students

Florence Santini moved, seconded by Tanya Parker-Hughes to approve Agenda Item 21. Motion carried by an 8-0-1 vote.

Agenda Item 22 – Committee Liaison Reports (as available)

Policy Committee liaison Cathy Sadaghiani related that the Committee met December 6, 2016 at 11 am. She stated that the minutes of the meeting are in the Board packets. Next meeting is Tuesday, January 24, 2017 at 11 am at the District Office.

DLT liaison Robert Witherow stated the next meeting of DLT will be held Wednesday, January 11, 2017. Report to follow.

Health & Wellness Committee liaison Flo Santini said the next meeting of the Committee will be January 12, 2017 in the HS Library.

Deerpark liaison Flo Santini wanted to notify the public that the bridge is now open on Big Pond Road. She asked everyone to be safe with all the ice that is on the roads now.

Education Committee liaison Bob Witherow reported that the next Committee meeting will be January 5, 2017 at 9:30 am at HBE.

OCSBA & NYSSBA liaison Bill Smith reported that the OC School Board Association met on December 7, 2016 to discuss trends in collective bargaining and aspects of negotiations. He will give a copy of the booklet they received to the Board Clerk and copies will be included in Members' packets for the next meeting. Mr. Smith announced that he was nominated to the NYSSBA Resolution Committee and he is happy to represent Port Jervis in this position.

Agenda Item 23 – Board Member Comments

Member Brian Dewey wished everyone a safe, holy, and happy New Year

Member William Smith would like to look into coming up with a policy on Go Fund Me. He stated no one in any district has a policy in place and he would like us come up with something in the near future.

Member Robert Witherow told everyone to take care and have a good holiday

Member Judy Amato had a written statement concerning certain issues that caused her some concern. She asked Member Tanya Parker-Hughes to read the statement for her as she had laryngitis.

Member Tanya Parker-Hughes stated that she also had concerns with not getting information in a timely manner.

Member Deborah Lasch answered and clarified her position regarding Mrs. Amato's claims and wished everyone a very happy Holiday.

Member Flo Santini informed the public that as of January 2, 2017 she will be collecting taxes for the town of Deerpark as they are abolishing the former tax collector position. She also wanted to thank all the students and volunteers who helped serve over 130 meals to seniors for Thanksgiving. She also had the opportunity to see all of the concerts, which were beautiful. She applauds everyone for their hard work. She also saw the production of Annie, which was absolutely wonderful. Lastly, she wished everyone a healthy and safe Holiday.

Member Cathy Sadaghiani also saw the production of Annie, which she described as outstanding. She also attended the National Junior Honor Society induction ceremony, which she said was beautiful. She applauds the 23 students who were inducted. She noted that the informational item in the packet regarding the cost of paving the old bus garage lot, which is not state aided, has increased to about one million dollars and she wanted the Board to know that she is against this.

Mrs. Sadaghiani wished all the constituents a Merry Christmas, Happy Hanukkah, and Happy Holidays.

President Lasch, on behalf of the Board of Education, wished all in our community a very healthy and Happy Holiday.

Agenda Item 24 - Dates to Remember

President Lasch read the dates to remember.

Agenda Item 25 - Adjournment

Tanya Parker-Hughes moved, seconded by Cathy Sadaghiani to adjourn the meeting at 8:34 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, January 17, 2017 at 7:00 pm in the High School Cafeteria.

Transcribed by *Kristen M. Lopez*

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