

**PORT JERVIS CITY SCHOOL DISTRICT
BOARD OF EDUCATION**

**Meeting Minutes
October 18, 2016**

The Regular Meeting of the Board of Education was held on October 18, 2016, in the High School Cafeteria.

Members Present: Judith Amato
Brian Dewey
Deborah Lasch
Valerie Maginsky
Tanya Parker-Hughes
Catherine Sadaghiani
Florence Santini
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

Call to Order – Agenda Item 1

The meeting was called to order by President Lasch.

Motion to Enter into Executive Session – Agenda Item 2

Tanya Parker-Hughes moved, seconded by Robert Witherow, to enter into executive session at 5:58 pm. Motion carried with a 9-0-0 vote.

Tanya Parker-Hughes moved, seconded by Cathy Sadaghiani, to close executive session at 7:12 pm. Motion carried by a 9-0-0 vote.

Regular Session Resumes – Agenda Item 3

Tanya Parker-Hughes moved, seconded by Brian Dewey, to return to regular session at 7:15 pm. Motion carried by an 8-0-1(Santini) vote. Cathy Sadaghiani moved, seconded by William Smith, to approve the amended agenda. Motion carried by 9-0-0 vote. The Pledge of Allegiance was led by Valerie Maginsky, followed by a moment of silence.

Presentation – Agenda Item 4

Mr. Jared Kahmar, Principal of HBE school, gave a presentation on Professional Learning Communities.

Public Comment – Agenda Item 5

MaryAlice Presto, Prevention Coordinator for the Orange County Alcoholism and Drug Abuse Council, elaborated on the Red Ribbon Week Campaign that PJHS will be hosting October 24-28. Red Ribbon week is a program to raise substance abuse awareness in our community. She stated that she is excited because Port Jervis High School will be the host school this year, and Port is the first district that is “shaking up” how the information will be disseminated to the public. She states in past years there have been speakers who have come to the schools and presented a program, but this year, Port Jervis will be having four “interactive” stations which will provide “hands on” activities that promote the program. Red Ribbon Week kicks off with a welcoming breakfast at PJHS at 9:00 am on Monday, October 24.

Shannon Startup addressed the issue that there would not be busing to Sussex Christian School next year. She stated that Sussex Christian was the only grade school that her children have ever known and she was concerned that Port Jervis not providing busing next year would change that. She asked the Board to reconsider and continue to provide transportation to Sussex Christian.

Anne Horsham addressed the Board as a supporter of the families of Sussex Christian School. She knows that school districts provide busing to schools within a 15-mile radius of Port and she knows it depends on where a student lives (from the child’s door to the school). She says right now the district has a central pick up spot at ASK school for Sussex Christian students and she asked the Board’s discretion on continuing this trend in the future. She said after the 15-mile radius rule was adopted the only private grade school that remained was Sussex Christian and she hopes the Board will use its discretion to make sure it continues to be an option.

Luke Schock spoke and agreed with Mrs. Startup and Mrs. Horsham. He says he is a former student of Port Jervis and his family has many ties to this community. He states he understands the reasoning and will accept the ultimate decision of the Board on this issue, but he and his family believe in Sussex Christian School and really hopes the Board will allow their children to continue being bused there.

Administrative Reports – Agenda Item 6

Ms. Case reported that the past two weeks have been busy with administrative duties. Ms. Case, Mr. Bongiovi, Ms. Sullivan and Ms. Davenport (Transportation Liaison) met with Quality representatives to review transportation concerns and Special Education needs. Quality Bus hired former Port Jervis PPS Director Ruth Zulich to work with district staff, drivers and monitors to address the safety needs of children on the Special Education and longer runs.

On October 13th, Board President Lasch, Mr. Bongiovi and Ms. Case met with the state auditors to review the draft report. The Board of Education will be preparing and approving a response to the findings at a future meeting.

The State has approved the Sullivan Avenue demolition plan. Bid document has been prepared and will be out in public until November 8, 2016. She stated that the plan is for the Board to award the bid at the November 15th meeting.

Mrs. Benedict again thanked parents who have gone on the district website and have taken the DTSDE survey for parent engagement. She stated that the survey is available until December 1st, and encouraged parents who have not yet had an opportunity to take the survey to go online and do so. She reported that a SNN was sent to parents last week reminding them of the opportunity to offer input

concerning their child's education experience, and stressed that parent input is critical to moving our district forward.

In addition to our district survey, there is another opportunity for parents to express their viewpoints and have input regarding their student's education. She told everyone that the State Education Department released new drafts of the P-12 English Language Arts and Mathematics Learning Standards for public comment, and notes that they seek public input on these standards. The deadline for public comment is November 14th.

Mrs. Benedict highlighted a few activities that occurred over the last week in our schools:

- The "Ambassador" program was initiated at ASK,
- Rachel's Challenge day event and community night were presented at the HS
- The HS hosted Minisink Valley athletes to join Port athletes for the Uncommon Athlete Assembly

Specially noted was that PJMS is hosting Common Core Math Workshops for parents Thursday, October 20th at 3 pm and 6 pm. Each session will last approximately an hour and will cover the same content.

Mr. Bongiovi stated that he was going "to the Podium" for his report. He stated that each year our school district honors students with the highest award for volunteerism - the Kuykendall Award. He noted that there is no better example of volunteerism to our community than the Board of Education. Not only do Members take time from their families and private lives to attend these meetings, but spend countless hours preparing for them by reading over the information on the agenda, familiarizing themselves with the needs of our district and always being accessible to the public. He specified that being a Board Member was difficult, but a very rewarding experience. He thanked the Board for their time and dedication to our district. He presented each member with a personalized pen in a hand-crafted box with the motto "Port Jervis Schools – One District ~ One Mission ~ Moving Forward engraved on it.

Consent Agenda Items – Agenda Item 7

Brian Dewey moved, seconded by William Smith, to approve the consent agenda items as follows. Motion carried by a 9-0-0 vote:

- Minutes from the October 4, 2016 Meeting of the Board of Education (Section I)**
- CSE/CPSE Minutes (enclosure 1)**
CPSE: October (2016): October 3,5
CSE: September (2016): September 22 (Revised), 26 (Revised), 27, 28, 29
October (2016): October 3,4,5,6,7
- FMLA, Intermittent and Leave of Absences per Enclosures (Section III, Personnel)**
- Retirement:**

Name:	Ana Maria Espada (14 years, 4 months)
Position:	Cleaner
Assignment:	District Wide
Effective:	April 29, 2017

e. Resignation:

Name: Janine Shearer
Position: School Monitor
Assignment: District Wide - ASK
Effective: October 5, 2016

Appointment(s) – Agenda Item 8

Florence Santini moved, seconded by Cathy Sadaghiani to approve appointments A through I as follows. Motion carried by a 9-0-0 vote:

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

<u>A= Certified</u> Samantha Vealey	<u>C=48 College Credits</u> *Charisma King
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B. Resignation of Previously Approved Coaching Position for the 2016-2017 School Year – Vacancy No. 1895

<u>Name</u>	<u>Position</u>	<u>Salary</u>
John Foley	Elementary Intramural Wrestling Coach	\$2,115 (Approved 08/01/16)

C. Resignation of Previously Approved Curriculum Coordinator Position for the 2016-2017 School Year – Vacancy No. 1895

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Elke O'Connell <i>-Resignation effective 9/30/2016</i>	Social Studies 7-8 Curriculum Coordinator	\$1,399 (approved 8/1/16)

**D. 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>
Deanna Perez	Girls Modified Spring Track Coach	\$3,246
Cory Ferguson	Assistant Varsity Wrestling Coach	Volunteer, Non-paid
Cory Ferguson	Elementary Intramural Wrestling Coach	\$2,115
Jason Gunderman	Assistant Girls Basketball Coach	Volunteer, Non-paid

**E. 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	Social Studies 7-8 Curriculum Coordinator	\$1,399 (pro-rated) <i>effective 10/1/2016</i>

F. Mentors for the 2016-2017 School Year – Vacancy No. 1895 (All salaries based on 2015-2016 contract)

<u>Name</u>	<u>Salary</u>
Amy Relyea	\$1,500
Carol Brown	\$1,500 (pro-rated)
Kathy Little	\$1,500 (pro-rated)

G. ARCH Instructional Staff for the 2016-2017 School Year – Vacancy No. 1904 - \$50.58/hr.
(All salaries based on 2015-2016 contract)

<u>Name</u>	<u>Position</u>	<u>School</u>
Elizabeth Maloney	Art Teacher	PJHS <i>(Effective 9/6/2016)</i>

H. AIS Instructional Staff for the 2016-2017 School Year – Vacancy No. 1947 - \$40.53/hr.
(All salaries based on 2015-2016 contract)

<u>Name</u>	<u>School</u>	<u>Name</u>	<u>School</u>
Patricia Aumick	PJMS	Diana Gabel	ASK
Kathleen Conboy	ASK	Sarah Grieb	ASK
Anthony Goff	ASK	Pamela Larsen	ASK

I. Co-Curricular Position for the 2016-2017 School Year – Vacancy No. 1895

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Ryan Doyle	Middle School Art Club	Volunteer, Non-paid

Acceptance of Donated Outdoor Fitness Circuit equipment for Port Jervis High School and Weight Room Circuit equipment for Port Jervis Middle School from the Orange County Department of Health (enclosure no. 2) – Agenda Item 9

Tanya Parker-Hughes moved, seconded by William Smith to accept Agenda Item 9. Motion carried by a 9-0-0 vote.

Approval of Sale of Used Textbooks (enclosure no. 3) – Agenda Item 10

Cathy Sadaghiani moved, seconded by Tanya Parker-Hughes, to approve Agenda Item 10. Motion carried by a 9-0-0 vote.

Approval of Food Service Vendor Contract and Rider to Vendor Contract between the Port Jervis City School District and Easter Seals/Project Discovery (enclosure no. 4) – Agenda Item 11

Valerie Maginsky moved, seconded by Tanya Parker Hughes to remove from table and approve Agenda Item 11. Motion carried by an 8-0-1(Santini) vote.

Discussion of NYSSBA 2016 Voting Delegates Guide (previously hand-delivered to the Board) – Agenda Item 12

Cathy Sadaghiani moved, seconded by Brian Dewey, to discuss Agenda Item 12. The Board gave direction to Mr. Smith for voting at the Convention. Motion carried by a 9-0-0 vote.

Policies – Agenda Item 13

Florence Santini moved, seconded by Tanya Parker-Hughes to accept the following policies of Agenda Item 13. Motion carried by a 9-0-0 vote:

Second & Final Reading

Policy No. 5673	Student Grading Information Systems
Policy No. 5674	Data Networks and Security Access

Discussion of Budget Parameters 2017-2018 (enclosure no. 5) – Agenda Item 14

Cathy Sadaghiani moved, seconded by William Smith to discuss Agenda Item 14. Motion carried by a 9-0-0 vote. A lengthy discussion ensued with a decision to include Budget Parameters on the next Agenda.

Discussion of Board Annual Building Visitation – Agenda Item 15

Cathy Sadaghiani moved, seconded by Brian Dewey to discuss Agenda Item 15. Motion carried by a 9-0-0 vote. It was agreed that the Board would perform a walk-thru of the 209 Complex before the next Board meeting at 6:00 pm, and schedule a tour of the other buildings moving forward.

Discussion of Special Meeting to Approve Response to State Comptroller Report – Agenda Item 16

Cathy Sadaghiani moved, seconded by Brian Dewey to discuss Agenda Item 16. Motion carried by a 9-0-0 vote. It was agreed that there would be a Special Meeting of the Board of Education on Tuesday, October 25, 2016 at 8:00 am to approve the response to State Comptroller Report.

Board Member Comments – Agenda Item 17

Member Debbie Lasch encouraged the public to participate in leaving feedback for the new Learning Standards that Mrs. Benedict presented in her report. She thanked the public for the pleasure of serving on the Board.

Member Florence Santini thanked Mr. Bongiovi for the gift and reminded the public that for all who were eligible that November 8th was Election Day. She encouraged all to vote, stating that it was their right to have a say in the process and to “just go do it”. She also expressed thanks to teacher Nikki Beam and Shop-Rite representative Sherri Pearson for organizing and registering Port Jervis Schools for the Big Apple Crunch taking place at 9:30 am on October 24th. Mrs. Santini explained that this involves all members of the district “crunching” into apples and cheese at the same time to promote healthy eating.

Member Brian Dewey was excited to announce that this year was his 11th year running the Haunted House. He stated that the Farnum House would be open October 28-30th and thanked a long list of sponsors and volunteers who all work together to make this event a huge success. Mr. Dewey stated that the proceeds from this event will be used to establish a scholarship fund for a graduating senior and he encouraged the public to attend.

Member Valerie Maginsky reported that the Farmer’s Market Breakfast was a huge success. She reminded the public that the Market would only be open for two more weeks and then would close down until spring. She also reminded the public that the last day to enter the holiday lighting contest was today. Mrs. Maginsky announced that the Tri-State Railroad would be having a train show from 10 am – 3 pm on Saturday, October 29th.

Member William Smith told the public that Mr. Kahmar raised the bar for the other Principals to meet during his presentation. He encouraged the Board Members to take advantage of the course offered at BOCES in Goshen for child abuse Mandated Reporters, which was included in the Board information packet. He asked that any Member interested contact the Board Clerk so a list could be compiled in advance of the course.

Member Cathy Sadaghiani stated that she needed to reschedule the Policy Committee meeting and that she would let everyone know when a date was finalized. She expressed concern regarding names written in what she believed was paint in the parking lot near a few parking spaces. Mr. Bongiovi assured Mrs. Sadaghiani that he would look into the situation.

Dates to Remember – Agenda Item 18

President Lasch read the dates to remember.

Florence Santini moved, seconded by Brian Dewey to return to executive session at 9:12 pm.
Motion carried by a 9-0-0 vote.

Tanya Parker-Hughes moved, seconded by Florence Santini to end executive session at 9:46 pm.
Motion carried by a 9-0-0 vote.

Brian Dewey moved, seconded by Cathy Sadaghiani to return to regular session at 9:46 pm. Motion carried by a 9-0-0 vote.

Adjournment – Agenda Item 19

Cathy Sadaghiani moved, seconded by Brian Dewey, to adjourn the meeting at 9:47 pm. Motion carried by a 9-0-0 vote.

The next meeting/workshop of the Port Jervis City School District Board of Education will be on Tuesday, November 15, 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

10/18/2016