

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

MEETING MINUTES

September 5, 2017 Meeting

The Regular Meeting of the Board of Education was held on Tuesday, September 5, 2017 in the High School Cafeteria.

Members Present: Judith Amato
Brian Dewey
Deborah Lasch
Valerie Maginsky
Joan McBride
Tanya Parker-Hughes

Members Absent: Catherine Sadaghiani
Florence Santini
Robert Witherow

Others Present: Ruth Anne Zuclich, Interim Superintendent of Schools
Lorelei Case, Assistant Superintendent for Business
Mike Rydell, Assistant Superintendent for Instruction
Kristen Lopez, Clerk of the Board

Agenda Item 1 - Call to Order

President Judy Amato called the Meeting to Order at 6:00 pm.

Agenda Item 2 - Motion to Enter into Executive Session

Debbie Lasch moved, seconded by Valerie Maginsky to enter into Executive Session at 6:00 pm. Motion carried with a 6-0-3(Sadaghiani, Santini, Witherow) vote.

Debbie Lasch moved, seconded by Brian Dewey to close Executive Session at 7:07 pm. Motion carried with a 6-0-3 vote.

Agenda Item 3 - Regular Session Resumes

Tanya Parker-Hughes moved, seconded by Brian Dewey to resume the Regular Meeting at 7:07 pm. Motion carried with a 6-0-3 vote.

Judy Amato led the Pledge of Allegiance, followed by a moment of silence dedicated to Member Brian Dewey's father, who is ill and the passing of retired Port Jervis Teacher Richard Samek.

Agenda Item 4 – Public Comment

Taxpayer Nora Perry voiced her dissatisfaction that the Board declined the Bicycle Grant. She said obesity and concentration issues are a problem with our youth and she believes that this grant would have been good for the children.

Taxpayer and Port Jervis Teacher Jody Case-Kennedy thanked the Central Administration Team and ASK Principal Brett Cancredi for working together to find classroom space for the AIS teachers and students and wished all a wonderful school year.

Agenda Item 5 – Administrative Reports

Ms. Case welcomed back staff and students, reporting that the staff and students were excited to return and everyone is looking forward to a year of learning and exploration.

Ms. Case stated that the district continues to monitor our eligibility for a universal free lunch program. Eligibility is based on district Medicaid and SNAP submissions. To date, the district does not qualify for this program. She also stated that next week Central Administrators will be meeting with Roger Kalin and Peter Tomasi to discuss how we can collaborate to create a bike riding initiative that joins the school and the Outdoor Club of Port Jervis.

Ms. Case reported that there were several administrative items on the evening's agenda that she wished to touch on:

- The District-wide Safety Plan must be updated and approved annually. She thanked Board Member Valerie Maginsky for taking the time to review the plan and to Member Joan McBride for preparing the initial plan when she was a district employee. The changes to the plan were minor.
- On October 3rd, the external auditors and Ms. Case will present the 2016-2017 financial statements to the board and the community. She has asked the board members to discuss and confirm the audit committee structure for this year. In some years, the audit committee was the entire board, and others years the committee consisted of a few Board members and a community member. The audit committee will need to meet in executive session on October 3rd to review the findings. During public session, the audit will be reviewed for the entire board and community. The audited financial statements will be on the October 3rd agenda for approval.
- Several board members have expressed interest and concern that the board packets, along with attachments, are not available electronically. Board docs is on the agenda for discussion. This platform is successfully used and supported by BOCES. This would make our paper board agenda books obsolete.
- Montague would like to return to using the district as their food service provider. The agreement is on tonight's agenda.

Ms. Case also reported that the summer construction projects, despite several delays, are complete. Work on summer 2018 projects is ongoing. Lastly, Ms. Case reported that tax collection has begun and wanted to remind the taxpayers that payments will be received at the location and times listed on the tax bills. Collections are not received at Thompson Street. If the public has any questions regarding taxes, they are asked to call 858-3100, Ext. 15533.

Mr. Rydell stated that this was the first day of what he is confident will be a very successful and progress-driven school year. He commended all the faculty, staff, and administrators involved in the summer program throughout the district, from the credit recovery in the high school and seeing students graduate in August to the model programming at the middle and elementary levels. He said that in speaking with Jean Lain (MS Principal) regarding the

summer programming, he was able to see the passion and energy that this program provided our students. He encouraged the board to check out the mural they completed as one of the summer projects.

Mr. Rydell reported that we welcomed the faculty and staff back on Friday (Sept. 1) with a Superintendent's Conference day. He said he believed there was a very positive and optimistic atmosphere and it was energizing to be around the entire district learning community for the first time. He stated that the conversations he had following the morning session were inspiring.

Lastly, Mr. Rydell reported that this morning he was fortunate to be able to attend the opening of the middle school and HBE. He said that the excitement was clear in the faces of students; the confidence of the 6th graders coupled with the mixed emotions of the kindergarten students.

Mrs. Zuclich was happy to report that opening day was outstanding. She said the Central Administration Team visited all buildings and upon visiting one of our buildings, a teacher stated that it was the best first day!

She gave congratulations to our Varsity Football team for posting their first win – at home!

Mrs. Zuclich gave the public more information on a new scholarship that the Board would be voting to approve on the evening's agenda – the Port Jervis High School Golf Team Scholarship. She relayed that this scholarship will be awarded to one male and one female who are in good standing. The scholarship is \$500 for each student. She spoke with Dr. John Bell from Delaware Valley regarding the scholarship, and said he stated that this scholarship had been given to our students previously, but by the Committee directly. The Committee is now requesting to have it be part of our scholarship night so that the students can be recognized. It is also important to note that the students who are awarded this scholarship can potentially receive \$500 per year for each of the 4 years they are in college, provided they inform the Committee each year of their continued attendance in college.

Agenda Item 6 – Consent Items

Debbie Lasch moved, seconded by Brian Dewey, to sever item 6a from the Consent items due to three members out of six present for this meeting were not at the August 15 meeting and would need to abstain the vote to approve. These minutes will be placed on the September 19 Agenda for approval.

Debbie Lasch moved, seconded by Judy Amato to approve Agenda Item 6b-6e as follows. Motion carried with a 6-0-3 vote:

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

- **CSE Meeting Dates:** July 27 August: 3,7,11,15,16,17,22
- **CPSE Meeting Dates:** August: 9,22,28

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

d. Financial Reports for July, 2017 (Section 1, Financial Reports):

- a. Treasurer's Report (Section 1, FR-1)
- b. Appropriation Status Detail Report – Unaudited (Section 1, FR-2)
- c. Revenue Status Report – Unaudited (Section 1, FR-3)
- d. Check Warrant Report (Section 1, FR-4)
- e. Budget Transfer Schedule Report – Unaudited (Section 1, FR-5)

e. Disposal of Surplus Textbooks (Section 1, Other Consent)

f. Resignation(s):

Name: Thomas Faggione
Position: Public Information Specialist
Assignment: District Wide – Central Administration
Effective: September 1, 2017 (close of business)

Name: Tanya Prespare
Position: School Monitor
Assignment: District Wide – ASK
Effective: August 15, 2017

Agenda Item 7 - Appointments (Section 1, Personnel)

Debbie Lasch moved, seconded by Tanya Parker-Hughes to approve Agenda Item 7 as follows. Motion carried with a 6-0-3 vote.

A. Instructional Staff

Name: Jordan Drew
Position: Physical Education Teacher (Leave Replacement)
Assignment: High School
Reason: Vacancy No. 2007
Effective: September 1, 2017 – November 27, 2017
Salary: \$54, 879 – Step 1 (Pro-rated)

Name: B. Jody Hanlon
Position: CSE/CPSE Chairperson
Assignment: District Wide
Reason: Vacancy No. 2006
Effective: September 6, 2017 – June 30, 2018
Stipend: \$7,205

Name: LeeAnn Ferraiuolo*
Position: Special Education Teacher
Certification: Students with Disabilities 7-12
Social Studies 7-12
Assignment: High School
Reason: Vacancy No. 2008
Effective: September 1, 2017
Tenure Track: September 1, 2017 – June 30, 2021

Salary: \$54,879 – Step 1
 1,500 – Masters
 \$56,379

*** 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 granted or considered for tenure.**

B. Change of Dates to Previously Approved Leave Replacement

Name: Michelle Gebele
Position: Special Education Teacher - Leave Replacement
Certification: Students with Disabilities (Grades 1-6), Initial
Assignment: HBE
Reason: Vacancy No. 2002
Effective: September 1, 2017 – November 9, 2017
Salary: \$54,879 – Step 1 (Pro-rated)
(Previous effective dates of Sept. 1- October 30, 2017 approved at 8/15/17 meeting)

C. Support Staff

Name: Bonnie Whitney
Position: Clerk-Typist
Assignment: District - MS
Reason: Change in Status – Temporary to Probationary
Probation: 8-26 weeks
Effective: August 15, 2017
Salary: No Change

Name: Elaine Cardella-Tedesco
Position: Public Information Specialist
Assignment: District Wide – Administrative Offices
Reason: Vacancy No. 2010
Effective: September 6, 2017
Salary: \$34.89 – Step 1 (2016-2017 salary)

D. Substitute Teachers/RN's:

Denotes College Students **Bold=Home Tutor*

<i>A = Certified</i>	<i>B= Bachelor's Degree</i>	<i>C = 48 or More College Credits</i>	<i>Nurse ** Denotes RN</i>
Denise Becker	Elaine Cardella-Tedesco	Lawrence Doto	Josephine Canfield, RN
Lisa Ferrara	Maegan DiAgostino	Raymond Marsh	
Kaitlyn King	Lisa Donahue	Kristen Polanis	
Anne Patterson	Cyrene Manegold		
Debbie Siomkos	Marianne Samalot		

<i>A = Certified</i>	<i>B= Bachelor's Degree</i>	<i>C = 48 or More College Credits</i>	<i>Nurse ** Denotes RN</i>
Keisha Agard-Thomassine	Madie Jones-Williams		
Jennifer Toth			
Kelley Weber			

E. Mentors for the 2017-2018 School Year – Vacancy No. 1976 - \$1,500 Stipend

Austin Carroll Claire Dillon Richard Graham
 Amy Relyea Mark Trotta Linda Falconieri (Pro-rated)
 Megan Monahan (Pro-rated)

F. ARCH Instructional Staff for the 2017-2018 School Year – Vacancy No. 1985 - \$51.85/hr.

<u>Name</u>	<u>Position</u>	<u>Name</u>	<u>Position</u>
Sarah Beirne	Phys. Ed	Nicholas Miller	Social Studies
Nancy Caporusso	English or Sp. Ed.	Christine Piscitelli	Social Studies or Sp. Ed.
Joseph Coniglio	Social Studies	Donna Schutz	Special Education
Nina Dekan	English	Chris Stellato	Guidance Counselor
Cory Ferguson	Math	Damien Striharsky	Health
Taylor Hartey	Science	Nicole Vasti	Special Ed Math
Cathy Lane	Guidance Counselor	Tracy West-Barnes	Business Math
Padraic McCarthy	Science		

G. ACES Instructional Staff for the 2017-2018 School Year – Vacancy No. 1986 - \$51.85/hr.

<u>Name</u>	<u>Position</u>	<u>Name</u>	<u>Position</u>
Robert Avdoyan	Special Education	Ashley Sparke	English
Anthony Caporale	Guidance Counselor	Scott Spears	Social Studies
Walter Kaufmann	Math	Megan Wieboldt	Science
Substitutes: Joseph Becker, Laurel Kronimus, Donna Schutz			

H. Home Instructors for the 2017-2018 School Year – Vacancy No. 1983 - \$41.55/hr.

Nina Dekan Christine Sue Fini

I. Athletic Coaching Positions for the 2017-2018 School Year – Vacancy No. 1976

Eric Hipsman – Volunteer Football Coach – Non-Paid

J. Corrections to Previously Approved Coaching Appointments – Vacancy No. 1976

Mark Papertsian, Varsity Girls Tennis – Salary \$5,072 (*corrected from \$5,317 on 7/5/17 Agenda*)
 Caitlyn Gunderman, HS Basketball Intramurals (*remove from approved appointment on 7/5*)

Agenda Item 8 - Approval to Accept donation from Dr. Lawrence A. Taylor in the amount of \$20,000 for use in the “Lawrence Taylor Outdoor Learning Center” at PJHS

Debbie Lasch moved, seconded by Joan McBride to approve Agenda Item 8. Motion to approve carried with a 6-0-3 vote.

Agenda Item 9 - Approval of District Safety Plan and School Building Emergency Response Plan for the 2017-2018 School Year (Enclosure no. 1)

Valerie Maginsky moved, seconded by Debbie Lasch to approve Agenda Item 9. Motion to approve carried with a 6-0-3 vote.

Agenda Item 10 – Approval of Resolution to Approve the Settlement of the Tax Proceedings (Enclosure no. 2)

WHEREAS, the Port Jervis City School District is a respondent in certain tax certiorari proceedings pertaining to property identified on the tax roll as Parcel 19-2-18 for tax years 2013 through 2017; and

WHEREAS, the parties have negotiated a tentative resolution of the proceedings, as set forth in the consent judgement attached hereto; and

WHEREAS, the Board has determined that it is in the best interests of the School District to resolve the proceeding in accordance with the Consent Judgment without further litigation;

NOW, BASED UPON THE FORGOING, IT IS HEREBY RESOLVED that the Board hereby approves the settlement of the tax proceedings as set forth in the Consent Judgment; and

BE IT FURTHER RESOLVED that Ingerman Smith, LLP is authorized to execute the consent judgment attached hereto, and any other relevant settlement papers necessary to effectuate the settlement; and

BE IT FURTHER RESOLVED, that the Assistant Superintendent for Business shall be authorized to issue a refund payment in accordance with the Consent Judgment.

Brian Dewey moved, seconded by Valerie Maginsky to approve Agenda Item 10. Motion to approve carried with a 6-0-3 vote.

Agenda Item 11 - Approval for Varsity Senior Cheerleaders to Attend the Varsity Spirit Spectacular in Walt Disney World November 30 – December 3, 2017 (Enclosure no. 3)

Valerie Maginsky moved, seconded by Brian Dewey to approve Agenda Item 11. Motion to approve carried with a 6-0-3 vote.

Agenda Item 12 - Approval of PLC Associates, Inc. as an SED Approved Vendor (Enclosure no. 4)

Valerie Maginsky moved, seconded by Tanya Parker-Hughes to approve Agenda Item 12. Motion to approve carried with a 6-0-3 vote.

Agenda Item 13 - Approval of Briger Security Services, Inc. to Provide Security Services for the 2017-2018 School Year (Enclosure no. 5)

Debbie Lasch moved, seconded by Brian Dewey to approve Agenda Item 13 after confirmation that the second security guard would work in other schools in addition to the HS. Ms. Case clarified that he would start out at ASK and then spend most of the day at the MS, going back

to ASK for dismissal and then will finish his work day at the HS until 5:45pm. Motion to approve carried with a 6-0-3 vote.

Agenda Item 14 - Approval of Memorandum of Agreement between the Port Jervis City School District and the Port Jervis Association of Principals (Enclosure no. 6)

Debbie Lasch moved, seconded by Brian Dewey to approve Agenda Item 14. Motion to approve carried with a 6-0-3 vote.

Agenda Item 15 - Discussion and Adoption of Port Jervis City School District Goals for the 2017-2018 School Year (Enclosure no. 7) – Motion must be made to remove from August 15, 2017 tabled status

Brian Dewey moved, seconded by Valerie Maginsky to remove this item from August 15, 2017 tabled status. Debbie Lasch moved, seconded by Brian Dewey to bring this item to the floor for discussion. Member Debbie Lasch read a prepared statement from absent Member Cathy Sadaghiani, thanking Member Dewey for tabling the Goals in order to have more discussion on August 15. She urged the Board to take a good look at the goals and make sure they are what the Board wants to see from the district. She stated that if she were at tonight's meeting her vote would be not to adopt the Goals at this meeting. The Central Administrative Team spoke on the reasoning used when choosing the Goals they brought before the Board. Much discussion ensued.

Tanya Parker-Hughes moved, seconded by Brian Dewey, to again table Agenda Item 15 for more discussion. President Amato requested that the Board hold another Retreat to discuss the issue further. Motion to table carried with a 6-0-3 vote.

Agenda Item 16 - Approval of PJHS Golf Team Scholarship (Enclosure no. 8)

Debbie Lasch moved, seconded by Joan McBride to approve Agenda Item 16. Motion to approve carried with a 6-0-3 vote.

Agenda Item 17 - Approval of Food Service Agreement between the Port Jervis City School District and Montague School District (Enclosure no. 9)

Debbie Lasch moved, seconded by Tanya Parker-Hughes to approve Agenda Item 17. Motion to approve carried with a 6-0-3 vote.

Agenda Item 18 - Discussion – Audit Committee Structure

Debbie Lasch moved, seconded by Brian Dewey to bring Agenda Item 18 to the floor for discussion. ASB Lorelei Case explained to the Board that the Audit Committee used to be made up of Board Members and community members. It was then changed to include the entire Board, with no community members. Ms. Case said this discussion was to determine how the Board would like to proceed with the Audit Committee – keep it the way it is, or go back to a mixture of Members and community members. After some discussion, the Board decided to return the Committee to a mixture of Board and community members. Ms. Case stated that her office would look at the Committee Charter and have it revised and on the next Agenda for approval.

Agenda Item 19 – Discussion – BoardDocs (Enclosure no. 10)

Debbie Lasch moved, seconded by Tanya Parker-Hughes to bring Agenda Item 18 to the floor for discussion. Ms. Case explained that this Agenda Item was brought about by the concerns of several Members not being able to access the documents online. She said she suggested the BoardDocs Pro to the Board because it is the program that OU BOCES uses; and they will provide support services to us. She relayed that in talks with people regarding the program, everyone seems to love it. She pointed out the convenience of being able to access documents from any meeting at any time, Members not having to make arrangements for the delivery of the Agenda Binders currently used, and the economic costs and environmental savings involved because we would no longer need to make each board member copies of multiple-paged documents. Member Lasch added that she uses a similar program at her job and she loves it. She asked members to remember, as with any new program, that there will be a period of adjustment needed, but she feels it is a wonderful idea. After much discussion, the Board gave direction to Ms. Case to implement this program. Ms. Case will arrange to have a representative come to a meeting with the Members to give instructions on how to use the program.

Agenda Item 20 – Committee/Liaison Reports (as available)

Port Jervis Liaison Valerie Maginsky reported that there will be series of special activities for children at the Port Jervis Farmer's Market on Saturday, September 9. She urged the public to come out and support our local vendors.

The City of Port Jervis launched its Homestead Project, whereby City owned properties are going to be disposed of by a standard procedure. The first house was open for review and sealed bids will be received until September 22. She stated this is the first of several homes, so it is a pilot project with the idea that they will learn from it and whatever needs to be changed will be changed for the future projects.

This year's Fall Foliage Festival will be Sunday, September 24. Special attractions will be the antique car show and a pie-baking contest, which is new to the festival this year.

Ms. Maginsky encouraged the public to take the SUNY Orange survey on the City website to record your opinion of SUNY Orange coming to Port Jervis.

With regard to a question about the construction in downtown Port Jervis, Ms. Maginsky said that the objective is to have the majority of the construction done so that activities can occur, but if the area is not available, then things will be adjusted accordingly.

OCSBA delegate Debbie Lasch reported that she and Member Valerie Maginsky will attend the OCSBA meeting on September 6.

NYSSBA delegate Valerie Maginsky wanted to remind the Board that the proposed resolutions that they will be voting on at the NYSSBA Conference is in the Informational section of their Board Packets.

Agenda Item 21 – Board Member Comments

Member Debbie Lasch welcomed everyone back and wished good luck to all for the new school year. She feels we have a great team of educators here, and is looking forward to a great year.

Member Valerie Maginsky said this morning as she was heading to the Buildings and Grounds office that she saw different children heading to ASK. There were two different groups: one was very excited, hopping and skipping, and the other had their heads down, shuffling along, kicking rocks. She said she hoped the rock-kickers came to school today and had a really good time. Lastly, she said that as a Board Member, she is intent on having a really good year and working together with everyone to make it a positive experience.

Member Tanya-Parker Hughes also welcomed everyone back, and she is personally excited for the coming year, stating that we have a lot of big changes happening in our district and she thinks that it is all positive and all for the good and it all comes down to what is best for our students and our district.

On a sad note, Ms. Parker-Hughes wanted to extend her condolences to the Samek family, adding that he was a beloved second grade teacher at ASK and one of her children was lucky enough to have him in the classroom – she felt like she had hit the second grade jackpot when he got Mr. Samek. Mr. Samek retired a few years ago, but he was a wonderful addition to the Port Jervis educational community and he will be sorely missed.

President Judy Amato said that she too was very excited for the new school year, that she hopes that they will all be able to come together as a Board, make good decisions for our children, and she thanked her fellow Members.

Agenda Item 22 – Dates to Remember

President Amato read the Dates to Remember

Agenda Item 23 – Adjournment

Tanya Parker-Hughes moved, seconded by Joan McBride to adjourn the Regular meeting at 8:01 pm. Motion carried with a 6-0-3 vote.

The Port Jervis City School District Board of Education will hold its next meeting on *Tuesday, September 19, 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