

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

MEETING MINUTES

**August 15, 2017 Meeting**

The Regular Meeting of the Board of Education was held on Tuesday, August 15, 2017 in the High School Cafeteria.

**Members Present:** Judith Amato  
Brian Dewey  
Joan McBride  
Catherine Sadaghiani  
Florence Santini

**Members Absent:** Deborah Lasch  
Valerie Maginsky  
Tanya Parker-Hughes  
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**

Cathy Sadaghiani moved, seconded by Flo Santini to enter into Executive Session at 6:01 pm.  
Motion carried with a 5-0-4(Lasch, Maginsky, Parker-Hughes, Witherow) vote.

Cathy Sadaghiani moved, seconded by Flo Santini to close Executive Session at 7:00 pm.  
Motion carried with a 5-0-4 vote.

**Agenda Item 3 - Regular Session Resumes**

Flo Santini moved, seconded by Brian Dewey to resume the Regular Meeting at 7:02 pm.  
Motion carried with a 5-0-4 vote.

Brian Dewey led the Pledge of Allegiance, followed by a moment of silence dedicated to the family of Lloyd Rhoades and the citizens of Charlottesville.

**Agenda Item 4 – Public Comment**

There were no requests for public comment.

## **Agenda Item 5 – Administrative Reports**

**Ms. Case** was absent for this meeting, but asked ASI Mike Rydell to read the following report on her behalf:

I would like to welcome Ruth Zuclich and Mike Rydell to the Central Administration team.

The tax warrant is on tonight's agenda for adoption. I have provided a recommendation to the board members. The levy to levy is .75%, and the impact to the four towns and the city range from a decrease of 4.11% to the highest increase being 2.13%. The levy to levy increase is what was represented to the public during our budget presentation.

We are pleased to place the agreement with the "Do Unto Others" producers to use our Middle School on tonight's agenda. The Lifetime Channel will be filming this Saturday.

The annual audit adjustment to the Employee Benefit Liability Reserve is also on the agenda for approval. This adjustment amends the liability reserve to the actual amount calculated by the auditors.

The General Electric Bids were opened on Thursday afternoon and the lowest bidder is on the agenda for approval tonight. These bids are for the demolition and rebuild of the middle school storage building.

Please note that the Emergency Safety Book has been updated and is available for board member review. Due to the volume of the book, copies were not produced for every board member. If you would like to review book, please contact Don Preiss' office. The safety book and plan will be on the September 5th meeting Agenda for approval.

The auditors were in the district the first week of August. The audit was uneventful. We anticipate presenting to the board in October.

District-wide construction continues. All projects are on schedule and will not impact the opening of school.

A special thank you to building staff and the Buildings and Grounds Department for their hard work and cooperation as we renovated and prepared buildings for staff and students.

I would like to thank Ruth Zuclich, Mike Rydell and the Board for collaboratively reviewing the needs of our staff and our children as goals were developed. These goals will allow us to improve educational opportunities and learning environments for our children. I am excited about the prospect of moving forward with these initiatives.

I look forward to seeing the staff on September 1st and our returning students on September 5th.

**Mr. Rydell** thanked the faculty and staff, the building administrators, Ms. Zuclich and Ms. Case, as well as the entire board of education for an amazing welcome to the Port Jervis learning community. He reiterated a statement he made at the last Board meeting, that the energy and pride that he has observed throughout the district has been inspiring and exciting.

In meeting with the Principals over the past several weeks, Mr. Rydell reported that there is a clear vision and focus on continuing to improve the educational experiences of our students and we will begin several areas of focus throughout this school year and beyond.

While the anticipation for the upcoming school year is mounting, Mr. Rydell stated that we have several items that are taking place throughout the next few weeks prior to the opening of schools:

- On Friday, August 18 there will be a ceremony in the HS Cafeteria to recognize and celebrate the students that have completed graduation requirements through our summer school program. He gave advanced congratulations to those students, and stated he looks forward to meeting them on Friday.
- To ensure our new faculty get off to the optimal start in our district, we are hosting a new teacher orientation on August 24, 2017. The teachers will meet with Mr. Rydell, their building Principals, representatives from the Port Jervis Teacher's Association, and their mentors. Also on August 24, we will have orientation for those that are new to the approved substitute list.

Lastly, Mr. Rydell reported that the guidance counselors and administrators in each of the buildings have been proactive in ensuring that the master schedules are providing optimal class sizes and learning spaces for our students and we will continue to work as a team to make sure that the opening of the school year is flawless.

**Mrs. Zuclich** expressed that she is honored to return to our district as Interim Superintendent and that she was excited to be back in Port Jervis. She stated that the major focus of her role here is to assist the Board with the process of a search for a new Superintendent, and she wanted all to know that they have already begun discussing the search and that there will be opportunity for input from school and community stakeholders.

Mrs. Zuclich said that she is looking forward to working with the Board, district staff, students and community to ensure that this is a positive and productive school year.

#### **Agenda Item 6 – Consent Items**

Brian Dewey moved, seconded by Cathy Sadaghiani to approve Agenda Item 6a-6e as follows. Motion carried with a 5-0-4 vote:

- a. Minutes from the July 25, 2017 Meeting of the Board of Education (Section 1, Minutes)**
- b. Committee on Special Education Minutes (Section 1, Minutes)**
  - **CSE Meeting Dates:** July: 17,19,21,23,24,25,27 August: 1,3
  - **CPSE Meeting Dates:** July: 17,18,26,28 August: 3,4
- c. FMLA, Intermittent and Leave of Absences per Enclosures (Section 1, Personnel)**
- d. Financial Reports for June, 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. Resignation(s):**

**Name:** Margaret Fitzgerald  
**Position:** Teacher  
**Assignment:** District Wide – PPS  
**Effective:** July 3, 2017

**Agenda Item 7 - Appointments (Section 1, Personnel)**

Cathy Sadaghiani moved, seconded by Flo Santini to approve Agenda Item 7 as follows.  
Motion carried with a 5-0-4 vote.

**A. Instructional Staff**

**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 – October 30, 2017  
**Salary:** \$54,879 – Step 1 (Pro-rated)

**Name:** Christine Moscatello  
**Position:** Special Education Teacher - Leave Replacement  
**Certification:** Students with Disabilities (Grades 1-6), Initial  
**Assignment:** ASK  
**Reason:** Vacancy No. 2000  
**Effective:** September 1, 2017 – November 10, 2017  
**Salary:** \$54,879 – Step 1(Pro-rated)

**B. Support Staff**

**Name:** Rebecca Nolan  
**Position:** Food Service Helper – Probationary  
**Assignment:** District Wide  
**Reason:** Vacancy No. 2003  
**Probation:** 8 – 26 Weeks  
**Effective:** September 1, 2017  
**Salary:** \$14.46 – Step 1 (2016-2017 salary)

**Name:** Maria Rodano  
**Position:** School Monitor - Annual  
**Assignment:** ARCH  
**Reason:** Vacancy No. 1988  
**Probation:** N/A  
**Effective:** September 18, 2017  
**Salary:** \$20.77 – Step 13  
.21 – Health Ins.  
.45 – Longevity  
\$21.43 (2016-2017 salary)

**Name:** Susan Gulla  
**Position:** Food Service Helper – Substitute  
**Assignment:** District Wide  
**Reason:** Per Diem  
**Probation:** N/A  
**Effective:** September 1, 2017 (*pending fingerprint clearance*)  
**Salary:** \$14.46 – Step 1 (*2016-2017 salary*)

**Name:** Cyrene Manegold  
**Position:** Food Service Helper – Substitute  
**Assignment:** District Wide  
**Reason:** Per Diem  
**Probation:** N/A  
**Effective:** September 1, 2017 (*pending fingerprint clearance*)  
**Salary:** \$14.46 – Step 1 (*2016-2017 salary*)

**Name:** Penny Nicholas  
**Position:** Food Service Helper – Substitute  
**Assignment:** District Wide  
**Reason:** Per Diem  
**Probation:** N/A  
**Effective:** September 1, 2017 (*pending fingerprint clearance*)  
**Salary:** \$14.46 – Step 1 (*2016-2017*)

**C. 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>
<b>Dawnmaria Clune</b> Jessica Coppolino <b>Lisa Cunningham</b> Lauren Curreri JoEllen DeGraw <b>Julia Dekan</b> Jordan Drew Teena Fisher Rebecca Fry <b>Larry Gotham</b> <b>Patricia Greaves</b> <b>Billie Hanlon</b> Todd Hill Yvonne Housman Meredith Kalin	<b>Katrina Knight</b> <b>Keri Kucher</b> <b>John Larson</b> <b>Lisa Legg</b> <b>Lisa Lombardo</b> Jacqueline McNally James Mecca June Mecca Nicholas Miller <b>Sierra Phillips</b> Garrett Randall Catherine Shelley Christopher Tuthill <b>Susan Wasileski</b> Andrew Wierl	Anila Ali Dorothy Braid Ronelle Burke Kara Conklin Michael Cox Kesia Gilpin Kathryn Pierce Daniel Ramirez Tanya Schauer William Wagner Ryan Ward	Kenneth Heins Jessica Parker Cassandra Rutt Austin Wilson  Gina Fitzpatrick Trisha Fuller Melissa Kinman** Kathryn Pierce

**D. Co-Curricular Positions for the 2017-2018 School Year (Enclosure no. 1a)**

**E. Curriculum Coordinators for the 2017-2018 School Year (Enclosure no. 1b)**

**F. Athletic Coaching Positions for the 2017-2018 School Year**

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Sarah Beirne	Girls Soccer Coach	non-paid, volunteer

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

Joseph Becker	Erin Cross	Amy Hoverstock	Christine Piscitelli
Carol Brown	Anthony DiGiantommaso	Laurel Kronimus	Donna Schutz
Nancy Caporusso	Regina Gibson	Kathy Little	Michele Thiele-Conklin
Austin Carroll	Sarah Grieb	Nancy Northup	Mark Trotta
Kathleen Conboy	Caitlyn Gunderman	Elke O'Connell	
Joseph Coniglio	Jody Hanlon		

**H. Proctors for Summer School Regents Exams, August 15, 16 & 17, 2017 - \$41.55/hr.**

Joseph Becker	Regina Gibson	Amy Hoverstock
Amanda Davis	Taylor Hartey	Marc Koenig
Carolyn Dorritie	Cathy Helms	Padraic McCarthy
Nina Dekan	Todd Hill	Garrett Randall
		Kasey Stankunas

**I. Instructional Staff for Regents Review Classes on August 11, 14 and 15, 2017 - \$41.55/hr.**

Kasey Stankunas

**Agenda Item 8 - Approval of Agreement between the Port Jervis City School District and Mercy College (Enclosure no. 2)**

Cathy Sadaghiani moved, seconded by Flo Santini to approve Agenda Item 8. Motion carried with a 5-0-4 vote.

**Agenda Item 9 - Approval of Resolution to Allow the Business Office to Increase the Employee Benefit Liability Reserve to the Amount of Calculated Compensated Absences at June 30, 2017 (Enclosure no. 3)**

Cathy Sadaghiani moved, seconded by Brian Dewey to approve Agenda Item 9. Motion carried with a 5-0-4 vote.

**Agenda Item 10 – Approval of Lease Agreement between the Port Jervis City School District and Quality Bus Service, LLC for the Use of the Bus Garage Parking Lot for the 2017-2018 School Year (Enclosure no. 4)**

Brian Dewey moved, seconded by Cathy Sadaghiani to approve Agenda Item 10. Motion carried with a 5-0-4 vote.

**Agenda Item 11 - Discussion and Adoption of Port Jervis City School District Goals for the 2017-2018 School Year (Enclosure no. 5)**

Brian Dewey moved, seconded by Cathy Sadaghiani to table Item 11 due to Members wishing more discussion on this item. Motion carried with a 5-0-4 vote.

**Agenda Item 12 - Approval to Accept the 2017 NYS Association for Computers and Technologies in Education (NYSCATE) Grant Submission Award of \$1,875.00 (Enclosure no. 6)**

Flo Santini moved, seconded by Brian Dewey to approve Agenda Item 12. Mrs. Sadaghiani thanked Scott Reichert for his work on this Grant. Motion carried with a 5-0-4 vote.

**Agenda Item 13 - Approval to Adopt Tax Warrant for the 2017-2018 School Year – ROLL CALL VOTE (Enclosure no. 7)**

Flo Santini moved, seconded by Cathy Sadaghiani to approve Agenda Item 13. Roll Call vote was as follows: Ayes: Amato, Dewey, McBride, Sadaghiani, and Santini. There were no dissenting votes. Motion carried with a 5-0-4 vote.

**Agenda Item 14 - Approval of Agreement between the Port Jervis City School District and Red Hippo Productions, Inc. (Enclosure no. 8)**

Flo Santini moved, seconded by Cathy Sadaghiani to approve Agenda Item 14. Motion carried with a 5-0-4 vote.

**Agenda Item 15 - Approval to Award Contract Bids for Storage Building as Follows: (Enclosure no. 9a & 9b)**

Contract No.	Amount	Company Name
EC-1	\$33,500.00	Harry Rotolo & Son, Inc.
GC-1	\$158,000.00	Barone Construction Group, LLC

Joan McBride moved, seconded by Cathy Sadaghiani to approve Agenda Item 15. Motion carried with a 5-0-4 vote.

**Agenda Item 16 - Board Member Comments**

**Member Brian Dewey** extended congratulations to both Mike Rydell and Ruth Zuclich for joining our district.

**Member Flo Santini** wanted to welcome both Mike Rydell and Ruth Zuclich to the district, and thanked them for being here. She hoped that everyone enjoy the rest of the summer that we have, although she believes September is going to be a hot month.

Deerpark is gearing up for their 9-11 service – letters have gone out, and she believes the school district got their letter, and she really hopes the music department got theirs. They are planning the service on Monday, September 11<sup>th</sup> at 8:30 am and she hopes that she sees some people from the school there, and once again wished everyone a very happy rest of their summer.

**Member Judy Amato** stated that she is very excited for September and all the kids going back to school. She stated that she was very happy to have Mr. Rydell and Mr. Zuclich here and she really appreciates all the help that they have given us and she is really looking forward to a great start of the new school year.

**Agenda Item 17 – Dates to Remember**

President Amato read the Dates to Remember

**Agenda Item 18 – Adjournment**

Flo Santini moved, seconded by Brian Dewey to adjourn the Regular meeting at 7:23 pm.  
Motion carried with a 5-0-4 vote.

**The Port Jervis City School District Board of Education will hold its next meeting on *Tuesday, September 5, 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*

08/15/2017