

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

MEETING MINUTES

October 17, 2017 Meeting

The Board of Education held its Regular Meeting on Tuesday, October 17, 2017 in the High School Cafeteria.

Members Present: Judith Amato
Brian Dewey
Deborah Lasch
Valerie Maginsky
Joan McBride
Tanya Parker-Hughes
Catherine Sadaghiani (arrived at 6:02 pm)
Robert Witherow

Members Absent: Florence Santini

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

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 Tanya Parker-Hughes to enter into Executive Session at 6:00 pm. Motion carried with a 7-0-2 (Sadaghiani, Santini) vote.

Debbie Lasch moved, seconded by Brian Dewey to close Executive Session at 7:07 pm. Motion carried with an 8-0-1(Santini) vote.

Agenda Item 3 - Regular Session Resumes

Debbie Lasch moved, seconded by Brian Dewey to resume the Regular Meeting at 7:08 pm. Motion carried with an 8-0-1 vote.

Brian Dewey led the Pledge of Allegiance, followed by a moment of silence dedicated to the McCollum family.

Agenda Item 4 – Presentations

Mike Rydell, Assistant Superintendent for Instruction reported on School Accountability, and steps we will take in the future to increase student test results.

Agenda Item 5 – Public Comment

No one signed up for public comment at this meeting.

Agenda Item 6 – Administrative Reports (as available)

Ms. Case declined to comment.

Mr. Rydell declined to comment.

Mrs. Zuclich thanked Mr. Rydell for his very comprehensive presentation. She thanked Ms. Case for her audit report at the last meeting, saying that Ms. Case and her staff put many hours into this reporting and the results are always positive. Next Ms. Zuclich wanted to recognize two of our High School staff members, Reenie Nicolette and Nancy Dunn for the awards they will be receiving this week from the Mid- Hudson School Study Council. She stated that we are very pleased that both will be recognized for their dedication and hard work in our district. Congratulations!

Mrs. Zuclich said that as information is received, she will be updating the Board and the public regarding our Superintendent search. She stated that this evening the Board received updated information regarding the timeline for the search that they agreed on at the last Board meeting. She reminded everyone that the community and staff forums will be held on Wednesday, November 8th in the HS Cafeteria. The forum hours will be 2:30-3:30 for the Secondary Staff, 3:30-4:30 for Elementary Staff and 7:00 pm for the Community. The reason for these forums is to gain input from our staff and community as to the qualities and qualifications they would like to see in our next Superintendent of Schools.

Lastly, Mrs. Zuclich announced that School Board Recognition Week is the week of October 23rd. Because we will not be having a Board Meeting again until November 14th the district recognized our Board Members with a gift of appreciation at this meeting. Mrs. Zuclich stated that School Board Members take on one of the most important citizen responsibilities – overseeing the education of the community's youth and are comprised of volunteers who dedicate their time to better public education. She read a proclamation from Governor Cuomo, a copy of which each Board Member received with their gift.

Agenda Item 7 – Consent Items

Debbie Lasch moved, seconded by Brian Dewey to approve Agenda Items 7a-7d as follows. Motion unanimously carried with an 8-0-1 vote:

- a. Minutes from the October 3, 2017 Meeting of the Board of Education (Section 1, Minutes)**
- b. Committee on Special Education Minutes (Section 1, Minutes)**
 - **CSE Meeting Dates:** September: 22,25,26,27,28,29 October: 2,3,4,5,6
 - **CPSE Meeting Dates:** September: 29 October: 5
- c. FMLA, Intermittent and Leave of Absences per Enclosures (Section 1, Personnel)**

d. Financial Reports for September, 2017 (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)

Agenda Item 8 - Appointments (Section 1, Personnel)

Cathy Sadaghiani moved, seconded by Debbie Lasch to approve Agenda Item 8 as follows. Motion unanimously carried with an 8-0-1 vote:

A. Substitute Teachers/RN’s:

***Bold=Home Tutor** *Denotes College Students*

<i>A = Certified</i>	<i>B= Bachelor’s Degree</i>	<i>C = 48 or More College Credits</i>	<i>Nurse ** Denotes RN</i>
John Hankins	Joseph Bell	Robert Breault	**Cheryl Porter
Jessica McInerney			

Agenda Item 9 - Approval to Reinstate Alan Holtzer as Interim Athletic Director

BE IT RESOLVED, that the Board of Education, upon the Superintendent’s recommendation, herewith extends the appointment of Alan Holtzer as Athletic Director until close of business on November 14, 2017.

Cathy Sadaghiani moved, seconded by Valerie Maginsky to approve Agenda Item 9. Ms. Case explained that the reason for the extension is that Mr. Holtzer needed to complete three classes to receive his initial certification. He had taken two classes already, but the third class would not be offered until after tonight’s meeting. Motion to approve unanimously carried with an 8-0-1 vote.

Agenda Item 10 - 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. 1)

Brian Dewey moved, seconded by Debbie Lasch to approve Agenda Item 10. Motion to approve unanimously carried with an 8-0-1 vote.

Agenda Item 11 - Policies (Enclosure no. 2):

First Reading

Policy No. 5630 – Facilities: Inspection, Operation and Maintenance

Deletion of Policy

Policy No. 7515 – Pediculosis (head lice)

Policy Committee Chairperson Cathy Sadaghiani explained the changes to Policy number 5630, and the reason for the deletion of Policy number 7515. Tanya Parker-Hughes moved, seconded by Bob Witherow to approve Agenda Item 11. Motion to approve unanimously carried with an 8-0-1 vote.

Agenda Item 12 - Discussion – Budget Parameters

Debbie Lasch moved, seconded by Cathy Sadaghiani to bring Agenda Item 12 to the floor for discussion. Ms. Case explained the considerations that are taken into account when we prepare a budget, and stated the information that they received in their Board Packets were the parameters that the budget would be based on. She informed the Board that the Budget Parameters will be up for Board approval at a later meeting.

Agenda Item 13 - Discussion – Board Building Tours

Debbie Lasch moved, seconded by Cathy Sadaghiani to bring Agenda Item 13 to the floor for discussion. Much discussion ensued regarding Building Tours. The Board is required to do tours annually. A few members suggested having two tour sessions, one during the day and one in the evening as in the past. Mrs. Parker-Hughes stated that she believes that there was an advantage to all members doing the tours together so they could all get immediate answers to any questions raised. After additional discussion, it was decided to hold the building tours Tuesday, November 21 at 6 pm. They will start at HBE, travel to the MS and finish at ASK/HS.

Agenda Item 14 - Discussion – Audit Committee Meeting Date

Debbie Lasch moved, seconded by Brian Dewey to bring Agenda Item 14 to the floor for discussion. Ms. Case explained that they need to hold another Audit Committee meeting to discuss the audit area that the committee would like to explore and have the district's internal auditor, Kathy Smith, speak to them about her experiences during audit. After further discussion, Ms. Case was directed to see if she could get a meeting together for 12/12 at 6pm, before the regular Board meeting because that would be most convenient for the members. Ms. Case will contact the Committee Members once she checks everyone's schedules and finalizes the plans.

Agenda Item 15 - Discussion – Board Retreat

Tanya Parker-Hughes moved, seconded by Cathy Sadaghiani to bring Agenda Item 15 to the floor for discussion. President Amato reminded the Board that they had approved Wednesday, November 1 for the Retreat. Mr. Dewey stated that unfortunately, he was not available on Wednesdays. None of the other Members voiced an issue with the date. Ms. Case stated that she had reached out to Roberta Green, who used to be the Superintendent of the Washingtonville School District and is now the Executive Director of the Mid-Hudson School Study Council, to speak at the Retreat regarding Board Communication, and believes she will be an asset to the Members.

Agenda Item 16 – Board Member Comments

Member Debbie Lasch stated that she would present a report from her OCSBA meeting at the next Board meeting but wanted to relay that she was sitting by an OCSBA delegate from another school district who had the opportunity to visit our schools recently. She stated that the woman had nothing but wonderful things to say about our students, staff and buildings, and Mrs. Lasch thought it was important for us to know that great things are happening. She also told the Board that we have been invited to tour Middletown's new computer lab and suggested we visit and see what their new technology is like. She said Middletown is very anxious to share information on it with other districts in the area.

Member Valerie Maginsky gave an overview of the NYSSBA Conference that she attended from October 12 – 14th. She spoke of the highlights of the many meetings that she attended

and gave a brief description of ESSA, the new program that is replacing No Child Left Behind from State Ed.

Ms. Maginsky informed the public that the Race on the Watershed trails are open to anyone, and that they should contact the Outdoor Club for more information. She also noted that the City of Port Jervis is still accepting applications for the Halloween Decorating contest. October 14 was the last day for the PJ Farmers Market. Ms. Maginsky thanked the public for making this year's Farmers Market such a great success and looks forward to next season!

Member Brian Dewey relayed that this is the 11th year for the Farnum Haunted House. Great news – this year the House will be open for TWO weekends! It opens Friday October 20th from 7-10 pm, Saturday the 21st from 6-10 pm and Sunday the 22nd from 5-8 pm. On Friday October 27th they will also be open from 7-10, and Sunday the 28th at 3:30 pm for patrons of the Parade. This year they will also be offering “no scare” tours for the children so they can tour the House without the scary people jumping out at them (some adults expressed an interest in the “no scare” tour also!). All proceeds from the Haunted House go toward High School scholarships. Mr. Dewey encouraged all to come on out.

Member Cathy Sadaghiani thanked the Administrators for the School Board recognition gift. She also wanted everyone to know that John Redmond, from Florida School District, won the election and will be our new NYSSBA Area 9 Director.

Mrs. Sadaghiani stated that she and Member Flo Santini had the pleasure of attending the Hall of Fame Dinner on October 8th at the Erie Trackside. She stated it was a well-attended event and wanted to congratulate this year's recipients: Joseph Ricciardi, Bob Lefferts, Gary Spears, Michael DelPriore, Luann McCarthy and Jessica Curtis.

Members Bob Witherow, Tanya Parker-Hughes and Judy Amato all expressed thanks for their School Board Recognition gift.

Agenda Item 17 – Dates to Remember

President Amato read the Dates to Remember

Agenda Item 18 – Adjournment

Tanya Parker-Hughes moved, seconded by Brian Dewey to adjourn the Regular meeting at 8:24 pm. Motion unanimously carried with an 8-0-1 vote.

The Port Jervis City School District Board of Education will hold its next meeting on *Tuesday, November 14, 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

10/17/17