

PATCHOGUE-MEDFORD UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION
241 South Ocean Avenue
Patchogue, New York 11772

Business Meeting
Via Teleconference Due to Covid-19 Virus
Broadcast via Facebook Live
April 21, 2020

PRESIDING OFFICER: Anthony C. O'Brien, President

MEMBERS OF THE BOARD PRESENT AND VOTING: Diana Andrade, Teresa Balducci-Greenberg, Thomas Donofrio, Marc Negrin, Bernadette Smith

OFFICIALS OF THE BOARD PRESENT: Dennis M. Logan, District Clerk; Richard Guercio, General/Labor Counsel; Lisa Hutchinson, General/Labor Counsel; Reesa Miles, General/Labor Counsel

ADMINISTRATIVE STAFF PRESENT AND REPORTING: Donna Jones, Superintendent of Schools; Lori Cannetti, Assistant Superintendent for Instruction; Jessica Lukas, Assistant Superintendent for Pupil Services; Frank Mazzie, School Business Administrator

1. CALL TO ORDER

Board of Education President Anthony O'Brien called the meeting order on the Zoom application at 5:34 p.m.

2. EXECUTIVE SESSION

Motion offered by Diana Andrade, seconded by Teresa Balducci-Greenberg to wit:

RESOLVED, that the Board of Education hereby enters Executive Session to conduct a confidential discussion regarding tenure reviews, a Settlement Agreement and collective bargaining matters at 5:35 p.m.

Motion carried: 7 - Yes; 0 - No

3. RESUME PUBLIC SESSION AND DEPARTURE OF ATTORNEYS

Mr. O'Brien called the meeting to order in Public Session, at 6:30 p.m. via the Zoom application and broadcast on Facebook Live.

School attorney Reesa Miles departed the meeting at this point.

4. WELCOME AND GROUND RULES

Mr. O'Brien explained the ground rules for the meeting.

5. CONSENT AGENDA

Motion offered by Bernadette Smith, seconded by Marc Negrin to approve the Consent Agenda (Items A through N) as follows:

A. Approval of Minutes

RESOLVED, that the Board of Education hereby approves the following meeting minutes:

- March 30, 2020 – Business Meeting Minutes
- April 9, 2020 – Special Meeting Minutes

5. CONSENT AGENDA – (continued)

B. Approval of Personnel

WHEREAS, the Board of Education recognizes that in order to be eligible for tenure, an individual receiving a probationary appointment as a classroom teacher or building principal must receive annual composite or overall APPR ratings of H or E in at least three (3) of the four (4) proceeding years, and if the individual receives a rating of one (1) in the final year of the probationary period, he or she will not be eligible for tenure at that time, be it

RESOLVED, that the Board of Education hereby approves the following personnel Reports. (see Schedule #1 - Attached)

- A1. Instructional Staff
- A2. Instructional Staff LOA>Returns
- B1. Operational Staff
- B2. Operational Staff LOA>Returns

Approval for Provision of Educational Opportunities to Resident Pupils with disabilities

RESOLVED, that the Board of Education approves the provision of educational opportunities to resident pupils as listed, in date order, on the rosters provided.

- 1. Committee on Pre-School Special Education
- 2. Committee on Special Education

D. Acceptance of Financial Reports

RESOLVED, that the Board of Education hereby accepts the following financial reports of the February 1, 2020 through February 29, 2020 period:

- 1. Treasurer's Report
- 2. Claims Auditor Letter
- 3. Claims Auditor Reports
 - Payroll Schedule Audit Report
 - Payroll Adjustments Report
 - Substitute Teacher Report (Budget)
 - Substitute Teacher Report (Grants)
 - Custodial Overtime Report
 - Cash Disbursement Report
 - Workers' Compensation Cash Disbursement
 - Wire Reconciliation Report
 - nVision Audit Reports
- 4. Cash Flow Projection
- 5. Extra Classroom Activity Fund
- 6. Scholarship Activity Fund
- 7. General Fund Financial Reports
- 8. School Lunch Fund Financial Reports
- 9. Special Aid Fund Financial Reports
- 10. Capital Projects Fund Financial Reports
- 11. Trust & Agency Fund Financial Reports
- 12. Private Purpose Trust Fund Financial Reports
- 13. Debt Service Fund Financial Reports
- 14. Workers' Comp. Reserve Financial Reports
- 15. Budget Transfer Query
- 16. Capital Project Report (7/01/99 – Present)
- 17. Warrants

5. **CONSENT AGENDA** – (continued)

E. Budgetary Adjustments

RESOLVED, that the Board of Education hereby approves the following Budgetary Adjustments, for the period from April 7, 2020 through April 10, 2020, in the amount of \$30,876.70, as provided to the Board of Education.

1. Budget Transfers in Excess of \$5,000

F. Approval of Contracts

RESOLVED, that the Board of Education hereby approves the following contracts as presented to the Board of Education:

#	Contract	Description	Rate	Atty. Reviewed	Reason	Renewal
1.	Michelle Tor, Inc.	Consultant Services – AMENDMENT	\$100 per hour, up to 36 hours per week, not to exceed \$108,000 per year; An increase of up to 12 hours per week	Yes	Attorney Prepared Template	No
2.	Mill Pond Country Club	Venue for Class of 2021 Junior Prom on June 17, 2020 - REVISION	\$8,000.00 based on the guaranteed number of guests	No	Vendor Template	Yes
3.	Sayville UFSD	Instructional Services Agreement	\$80,325.36 tuition rate for 2019-2020; An increase of \$15,960.48 over 2018-2019	No	Attorney Approved Template	Yes
4.	South Huntington UFSD	Health Services	\$900.63 per eligible pupil for 2019-2020; A decrease of \$63.82 per eligible pupil over 2018-2019	No	Attorney Approved Template	Yes

G. Approval of Bid Awards

RESOLVED, that the Board of Education hereby approves the following Bid Awards:

- #2018-04 (2) Universal Pre-Kindergarten Services:
 - The New Interdisciplinary School
- #2018-10 School Physician RFP: Dr. Anthony N. Donatelli, Jr. One on One Medical Care, P.C.
- #2019-07 Musical Instrument Repair: Music & Arts
- #2019-09 Printing Bid:
 - Lorraine Gregory Corp.
 - Tobay Printing
- #2020-02 Inspection & Repairs of FCI Fire Alarm Systems: J&K Alarms
- #2020-05 Nursing Services RFP:
 - Apex Therapeutic Services LLC
 - Bayada Home Health Care
 - Christian Nursing Services
 - Community Care Companions, Inc.
 - Healthsource Group
 - Horizon Healthcare Staffing
 - Maxim Healthcare Services, Inc.
- #2020-06 Oil/Fuel/Acid Tank Alarms Systems: G&M Dege, Inc.

5. CONSENT AGENDA – (continued)

H. Approval of Tax Anticipation Notes

TAX ANTICIPATION NOTE RESOLUTION OF PATCHOGUE-MEDFORD UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED APRIL 15, 2019, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$37,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2020

RESOLVED, BY THE BOARD OF EDUCATION OF PATCHOGUE-MEDFORD UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called “Notes”) of Patchogue-Medford Union Free School District, in the County of Suffolk, New York (herein called “District”), in the principal amount of not to exceed \$45,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called “Law”).

Section 2. The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2020 and ending June 30, 2021, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

(b) The Notes shall mature within the period of one year from the date of their issuance.

(c) The Notes are not issued in renewal of other notes.

(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute tax certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

5. **CONSENT AGENDA** – (continued)

I. Eastern Suffolk B.O.C.E.S. Board of Education Election

RESOLVED, that the Board of Education hereby casts one vote, each, the following candidates to fill vacant seats on the Eastern Suffolk B.O.C.E.S. Board of Education and authorizes the district clerk to record the outcome of the election and notify Eastern Suffolk B.O.C.E.S.:

- Walter Denzler
- Susan Lipman
- Anne Mackessey
- William Miller
- Catherine Romano

J. Eastern Suffolk B.O.C.E.S. Administrative Budget Vote

RESOLVED, that the Board of Education hereby casts one vote to approve the 2020-2021 Fiscal Year Eastern Suffolk B.O.C.E.S. Administrative Budget, and authorizes the district clerk to record the outcome of the election and notify Eastern Suffolk B.O.C.E.S.

K. Approval of Memorandum of Agreement with the Patchogue-Medford Congress of Teachers regarding Teaching Assistants

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement with the Patchogue-Medford Congress of Teachers in regards to the extended school year and teaching assistants and authorizes the President of the Board of Education to execute said document on behalf of the district.

L. Approval of Memorandum of Agreement with Patchogue-Medford Congress of Teachers regarding the Vocational Salary Schedule

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement with the Patchogue-Medford Congress of Teachers in regards to the Vocational Salary Schedule and authorizes the President of the Board of Education to execute said document on behalf of the district.

M. Approval of Settlement Agreement

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Settlement Agreement with the Patchogue-Medford Congress of Teachers and the employee named in Confidential Schedule A, in regards to translation services and authorizes the President of the Board of Education to execute said Agreement on behalf of the district.

N. Approval of Joint Municipal Cooperative Bidding Agreement

WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

WHEREAS, the Patchogue-Medford UFSD, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

5. **CONSENT AGENDA – (continued)**

WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant. Be it

RESOLVED, that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and Be it further

RESOLVED, that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and be it further

RESOLVED, that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and be it further

RESOLVED, that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j. be it further

RESOLVED, that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j. be it further

RESOLVED, that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

A roll-call vote was taken on the Consent Agenda (Items A through N above)

Diana Andrade – Yes

Teresa Balducci-Greenberg – Yes

Thomas Donofrio - Yes

Kelli Anne Jennings - Yes

Marc Negrin – Yes

Bernadette Smith - Yes

Anthony O'Brien – Yes

The Consent Agenda was approved.

END OF CONSENT AGENDA

6. **ADJOURNMENT**

Motion offered by Marc Negrin, seconded by Diana Andrade to wit:

RESOLVED, that there being no further items for discussion, the meeting is adjourned at 6:35 p.m.

Motion carried: 7 - Yes; 0 – No

Respectfully submitted,

Dennis M. Logan
District Clerk