

# **EASTPORT-SOUTH MANOR CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION**

Nicholas Vero, President • Cheryl Hack, Vice President  
Marie Brown • Marion Diener • Jeffrey Goldhammer • Karen Kesnig • Danielle Warsaw

Sharon P. Murray, District Clerk

Joseph A. Steimel, Acting Superintendent of Schools

Stuart Berman, District Treasurer

Timothy Laube, Assistant Superintendent for Business & Operations  
Linda A. Weiss, Assistant Superintendent for Personnel and Accountability

## **MEETING AGENDA Board Meeting Room**

**May 8, 2019  
7:00 P.M.**

### **CALL TO ORDER**

**PLEDGE OF ALLEGIANCE** – Dayton Avenue Students

### **PRESENTATIONS**

- A. Student Ambassador – Paige Vinch

### **ACCEPTANCE OF MINUTES**

- A. April 15, 2019 Special Meeting
- B. April 17, 2019 Regular Meeting
- C. April 29, 2019 Special Meeting

### **REPORTS/ANNOUNCEMENTS – SUPERINTENDENT OF SCHOOLS**

### **PUBLIC PARTICIPATION – 1<sup>ST</sup> INVITATION**

*Please Note: This is the opportunity for persons who wish to speak or who have written letters to the board regarding topics that are included on this agenda. Speakers are asked to keep their comments brief, and to speak for no longer than five minutes.*

### **AREAS OF OPERATION**

#### **A. Business Report**

1. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the authorization of the refunding of certain outstanding serial bonds of said district, stating the plan of refunding, appropriating an amount not to exceed \$17,500,000 therefor, authorizing the issuance of not to exceed \$17,500,000 refunding serial bonds of the district to finance said appropriation, and making certain other determinations all relative thereto.

2. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve budget transfers for the 2018/2019 school year in the amount of \$15,120.00.

**B. Curriculum and Instruction Report**

1. ELL Program – Mrs. Weiss

**C. Personnel Report**

1. Resignations – 5
2. Leave of Absence – 8
3. Appointments
  - a. Teacher – 1
  - b. Permanent Substitute Teacher – 1
  - c. Per Diem Substitute – 4
  - d. Civil Service – 1
4. Interscholastic Appointments – 1
5. Supplemental Pay - 21

**OLD BUSINESS**

- A. 2019/2020 School Calendar & Election Law Clarification

**NEW BUSINESS**

- A. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Memorandum of Agreement regarding the sick bank between Eastport-South Manor Central School District and the Eastport-South Manor Teachers' Association and authorizes the Board President or designee to sign on behalf of the District.
- B. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Special Education Service Agreement with Developmental Disabilities Institute for providing special education and related services to students with disabilities for the 2018/2019 school year and authorizes the Board President or designee to sign on behalf of the District.
- C. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Special Education Service Agreement with Dr. Frantz N. Moise for pediatric psychiatric evaluations for the 2018/2019 school year and authorizes the Board President or designee to sign on behalf of the District.

- D. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Health & Welfare Services Contracts for the 2018/2019 school year with Hempstead Union Free School District for students who are attending private/parochial school within their district and authorizes the Board President or designee to sign on behalf of the District.
- E. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board approve the Software as a Service Agreement with Horizon Software International providing software subscription, implementation and training of the point of sale Solana Student Services Bundle for the 2019/2020 school year and authorizes the Board President or designee to sign on behalf of the District.
- F. BE IT HEREBY RESOLVED, upon the recommendation of the Superintendent that the Board of Education declare the following equipment as obsolete as it is damaged beyond repair:

Quantity	Item	Inventory #	School
3	Wardrobes	3188, 3563, 2785	Eastport
1	Cabinet	3221	Eastport

- G. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education accept the donation of \$1,106.22 from the South Manor PTA to cover the costs of the Centennial Hall, Oakdale, field trip on March, 20, 2019, and

FURTHER, BE IT RESOLVED, that the Board approve budget adjustments for the 2018/19 school year as follows:

AMOUNT	ACCOUNT CODE	DESCRIPTION
\$284.38	A2815.160-00-0000	Non-Instructional Salaries
\$21.76	A9030.800-00-0000	Social Security
\$60.86	A9020.800-00-0000	Teacher's Retirement
\$739.22	A5540.410-SS-0000	Field Trips South Street

- H. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education accept the donation of \$1,725.00 from the ESM Athletic Booster Club, Inc. to cover the costs of the Boys/Girls Cross Country overnight field trip in September, 2018 (*board approved on 9/12/18*), and

FURTHER, BE IT RESOLVED, that the Board approve the budget adjustment to Account Code A5540.410.HS-0000 in the amount of \$1,725.00.

**STUDENT SERVICES**

- A. Acknowledge receipt and review of recommendations from the Committees on Special Education.

**POLICY**

- A. First Reading – Policy No. 4531, Field Trips and Excursions

## **BOARD COMMITTEE REPORTS**

- Budget Advisory Committee
- Health & Safety Committee
- Facilities Committee
- Legislative Committee
- Policy Review Committee
- Security Committee

## **COMMUNICATIONS ACKNOWLEDGEMENT**

- Warrants including Revenue Budget Status & Appropriation Status Reports as of 5/3/19
- Claims Audit Report for March 2019 from Nawrocki Smith
- New York State School Safety Conference

## **GENERAL DISCUSSION**

## **ESM PRIDE**

## **PUBLIC PARTICIPATION – SECOND INVITATION**

## **DATES TO REMEMBER**

May 9 <sup>th</sup>	Half Day for Grades K-6 – Parent/Teacher Conferences Meet the Candidates Night – 7:00 PM @ JSHS Board Room
May 10 <sup>th</sup>	TAS Kindergarten Orientation
May 13 <sup>th</sup>	Junior High Spring Concert (Instrumental) & Art Show – 6:00 PM
May 14 <sup>th</sup>	Junior High Spring Concert (Choral) & Art Show – 6:00 PM
May 15 <sup>th</sup>	SMPTA Meeting – 10:00 AM
May 16 <sup>th</sup>	High School Spring Concert I & Art Show – 7:00 PM
May 20 <sup>th</sup>	ESMCA Meeting – 7:00 PM High School Spring Concert II & Art Show – 7:00 PM
May 21 <sup>st</sup>	BUDGET VOTE & ELECTION – 6:00 AM – 9:00 PM – Board Room SSS Kindergarten Orientation DAS Art Show – 6:00 PM Academic Awards Evening – 7:00 PM
May 22 <sup>nd</sup>	Board of Education Meeting – 7:00 PM <i>Executive Session anticipated to begin at 5:30 PM</i>
May 23 <sup>rd</sup>	SCHOOLS & OFFICES CLOSED – First Returned Unused Snow Day
May 24 <sup>th</sup>	SCHOOLS & OFFICES CLOSED – Second Returned Unused Snow Day
May 27 <sup>th</sup>	SCHOOLS & OFFICES CLOSED – Memorial Day
May 28 <sup>th</sup>	SCHOOLS & OFFICES CLOSED – Third Returned Unused Snow Day

## **ADJOURNMENT**

**Special Board of Education Meeting  
April 15, 2019**

A special meeting of the Board of Education of the Eastport-South Manor Central School District, Suffolk County, New York, was held in the Conference Room, Eastport-South Manor Central Administration Office, Manorville, New York on **April 15, 2019**.

Board of Education Members present: Mrs. Marie Brown, Mrs. Marion Diener, Mr. Jeffrey Goldhammer, Mrs. Cheryl Hack, Mrs. Karen Kesnig, Mr. Nicholas Vero, Mrs. Danielle Warsaw.

The meeting was called to order with the Pledge of Allegiance.

**EXECUTIVE SESSION**

**MOTION** made by Marion Diener, seconded by Marie Brown for the Board to enter into executive session at 5:30 p.m. for the purpose of discussing a specific personnel matter.

Vote: Yes – 7, No – 0.

**ADJOURNMENT**

**MOTION** made by Jeffrey Goldhammer, seconded by Marion Diener for the Board to adjourn the meeting at 8:00 p.m.

Vote: Yes – 7, No – 0.

Respectfully submitted,

Sharon P. Murray  
District Clerk

## **Regular Board of Education Meeting April 17, 2019**

A regular meeting of the Board of Education of the Eastport-South Manor Central School District, Suffolk County, New York, was held in the Cafeteria, Eastport-South Manor Jr. Sr. High School, Manorville, New York on **April 17, 2019**.

Board of Education Members present: Mrs. Marie Brown, Mr. Jeffrey Goldhammer, Mr. Nicholas Vero, Mrs. Marion Diener, Mrs. Karen Kesnig, Mrs. Danielle Warsaw.

Member absent: Mrs. Cheryl Hack

Also Present: Timothy Laube, Assistant Superintendent for Business and Operations; Linda Weiss, Assistant Superintendent for Personnel and Accountability; Sharon Murray, District Clerk

The meeting was called to order.

### **EXECUTIVE SESSION**

**MOTION** made by Karen Kesnig, seconded by Marie Brown for the Board to enter into executive session at 6:00 p.m. for the purpose of discussing a specific personnel matter.

Vote: Yes – 6, No – 0, Absent - 1.

**MOTION** made by Marie Brown, seconded by Marion Diener for the Board to reconvene to public session at 7:00 p.m.

Vote: Yes – 6, No – 0, Absent – 1.

Mr. Steimel and Eastport Elementary students led the Pledge of Allegiance. Mr. Herbst and the students presented Stand Up Speak Out Week activities and video.

Board President Vero made a statement that Dr. Brimstein is on administrative leave indefinitely and that there will be no further comments at this time.

### **PRESENTATIONS**

- Student Ambassador Maheen Safian reported on the JSBS events and accomplishments for the past month.

### **MINUTES**

The minutes of the April 3, 2019 regular meeting were accepted.

### **PUBLIC PARTICIPATION**

None.

## AREAS OF OPERATION

### BUSINESS REPORT

Mr. Laube presented the 2019/2020 Spending Plan options.

#### Field Trip Funding

**MOTION** made by Karen Kesnig, seconded by Marie Brown for the Board of Education to remove the funding for the K-12 Field Trips and to review and revise the current board policy to reflect that parents will be responsible for fees associated with a field trip.

Vote: Yes – 6, No – 0, Absent - 1.

#### 2019/2020 Spending Plan

**MOTION** made by Karen Kesnig, seconded by Jeffrey Goldhammer for the Board of Education to adopt the following resolution:

Vote: Yes – 6, No – 0, Absent - 1.

WHEREAS, the Superintendent has presented his recommendation for the 2019/2020 Spending Plan in the amount of \$97,064,113.30 to the Eastport-South Manor Central School District Board of Education, which includes an amount of \$512,411.00 for the purpose of retaining armed security guards , and

WHEREAS, the Eastport-South Manor Central School District Board of Education has received the Superintendent's recommendation and concurs with this recommendation,

NOW, THEREFORE, BE IT RESOLVED, that the 2019/2020 Spending Plan in the amount of \$97,064,113.30, be submitted to the voters on May 21, 2019 in two separate propositions, with the amount of \$512,411.00 for the purpose of retaining armed security guards being a separate proposition.

AND, FURTHER, BE IT RESOLVED, pursuant to the Commissioner's Regulations that the Board of Education approve the Property Tax Report Card to be reported to the State Education Department and made available to the district residents.

#### Treasurer's Reports

**MOTION** made by Marie Brown, seconded by Danielle Warsaw for the Board of Education to approve the Treasurer's Reports for February, 2019.

Vote: Yes – 6, No – 0, Absent - 1.

### CURRICULUM AND INSTRUCTION

None.

### HUMAN RESOURCES

**MOTION** made by Marion Diener, seconded by Marie Brown for the Board to approve a consent agenda for the following personnel matters:

Vote: Yes – 6, No – 0, Absent - 1.

### Resignations

NAME	AREA	REASON	EFFECTIVE
Nachamkin, Matthew	Permanent Substitute	Personal	4/11/19

## Leave of Absence

NAME	AREA	REASON	EFFECTIVE
Employee #53	Special Education Teacher (HS)	FMLA	3/27/19-5/7/19
Mitchell, Pernell	Custodial Worker I	Personal	2/25/19-5/3/19 *Extension
Employee #3236	Art Teacher - .4 (EES)	FMLA	5/8/19-6/18/19
Saleh, Rania	Teacher Aide (HS)	Personal	4/29/19-5/3/19

## Appointments

**The following appointments are conditional, subject to clearance approval by the State Education Department fingerprinting check:**

### **PER DIEM SUBSTITUTE**

NAME	AREA	SALARY	EFFECTIVE
Marte, Nicole	Teacher	\$100/day	4/18/19-6/26/19
Pessoni, Jenna	Teacher	\$100/day	4/18/19-6/26/19
Rodriguez, Kaitlyn	Teacher	\$100/day	4/18/19-6/26/19
Rubin, Toni-Ann	Teacher	\$100/day	4/18/19-6/26/19

## Supplemental Pay

NAME	AREA	SALARY
McDermott, Michael	Home Instruction 2018-2019	\$42.00/hr
Rubin, Bonnie	Teacher Aide Coverage 5/29/19-5/31/19	\$12.97/hr *Not to exceed 6 hours
Swiatkowski, Florence	Teacher Aide District Office Front Desk June 27, 2019 – August 30, 2019	\$12.92/hr *Monday, Wednesday, Friday 8:00 am – 2:00 pm *Coverage as needed
Kennedy, Susan	Teacher Aide District Office Front Desk June 27, 2019 – August 30, 2019	\$13.31/hr *Tuesday, Thursday 8:00 am – 2:00 pm *Coverage as needed
Bennett, Tina	Summer 2019 ABA Provider	\$57.00/hr
Clyne, Corene	Summer 2019 ABA Provider	\$57.00/hr
D'Atri, Lisa	Summer 2019 ABA Provider	\$57.00/hr
DeRoziere, Maureen	Summer 2019 ABA Provider	\$57.00/hr
DiGiannurio, Cheryl	Summer 2019 ABA Provider	\$57.00/hr
Eaton, Laura	Summer 2019 ABA Provider	\$57.00/hr
Elmore, John	Summer 2019 ABA Provider	\$57.00/hr
Flynn, Meredith	Summer 2019 ABA Provider	\$57.00/hr
Gennaro, Danielle	Summer 2019 ABA Provider	\$57.00/hr



McClure, Elizabeth	Summer 2019 ABA Provider	\$57.00/hr
McDermott, Michael	Summer 2019 ABA Provider	\$57.00/hr
Morris-Jordan, Melissa	Summer 2019 ABA Provider	\$57.00/hr
Pallotta, Courtney	Summer 2019 ABA Provider	\$57.00/hr
Singh, Christine	Summer 2019 ABA Provider	\$57.00/hr
Stetler, Debra	Summer 2019 ABA Provider	\$57.00/hr
Allen, Elise	Summer 2019 CSE Committee General Education Teacher	\$94.09/hr
Crouse, Catherine	Summer 2019 CSE Committee General Education Teacher	\$86.64/hr
Ferrito, Susan	Summer 2019 CSE Committee Chairperson/Special Ed Teacher	\$89.72/hr
Gottschalk, MaryJo	Summer 2019 CSE Committee General Education Teacher	\$91.66/hr
Crennan-Grausso, Meredith	Summer 2019 CSE Committee Special Education Teacher	\$79.64/hr
Grausso, Michelle	Summer 2019 CSE Committee General Education Teacher	\$84.02/hr
Grieco, Patricia	Summer 2019 CSE Committee Special Education Teacher	\$89.88/hr
Harvey, Cheryl	Summer 2019 CSE Committee Special Education Teacher	\$77.96/hr
Herbst, Andrew	Summer 2019 CSE Committee Psychologist	\$69.56/hr
Jaffe, Jill	Summer 2019 CSE Committee Speech Teacher	\$81.99/hr
Kelly, Christine	Summer 2019 CSE Committee Psychologist	\$79.74/hr
Klune, Sharon	Summer 2019 CSE Committee Special Education Teacher	\$87.25/hr
Knoell, Christine	Summer 2019 CSE Committee General Education Teacher	\$81.99/hr
Longo, Anthony	Summer 2019 CSE Committee General Education Teacher	\$87.24/hr
Montreuil, Jessica	Summer 2019 CSE Committee General Education Teacher	\$89.88/hr
Morrison, Deborah	Summer 2019 CSE Committee Speech Teacher	\$89.72/hr
Murray, Megan	Summer 2019 CSE Committee General Education Teacher	\$77.23/hr
Prokesch, Jacqueline	Summer 2019 CSE Committee Special Education Teacher	\$89.88/hr
Ramos, Tara	Summer 2019 CSE Committee Special Education Teacher	\$86.04/hr
Reeve, Annette	Summer 2019 CSE Committee General Education Teacher	\$94.09/hr
Renjen-Tetta, Shivani	Summer 2019 CSE Committee Chairperson/Psychologist	\$71.10/hr
Scala, Amy	Summer 2019 CSE Committee General Education Teacher	\$84.02/hr
Scharf, Kristen	Summer 2019 CSE Committee General Education Teacher	\$79.64/hr

Schindler, Nicole	Summer 2019 CSE Committee Speech Teacher	\$91.39/hr
Stein, Gary	Summer 2019 CSE Committee Psychologist	\$89.01/hr
Thorp, Mary	Summer 2019 CSE Committee Special Education Teacher	\$87.24/hr
VanTronk, Christa	Summer 2019 CSE Committee General Education Teacher	\$89.72/hr
Morris-Jordan, Melissa	Summer School 2019 Teacher	\$75.87/hr
Pallotta, Courtney	Summer School 2019 Teacher	\$36.40/hr
Stetler, Debra	Summer School 2019 Teacher	\$53.23/hr
Bennett, Tina	Summer School 2019 Teacher	\$57.09/hr
Abramovitch, Jennifer	Summer School 2019 Teacher	\$76.09/hr
Singh, Christine	Summer School 2019 Teacher	\$41.79/hr
Jaffe, Jill	Summer School 2019 Teacher Speech Teacher	\$81.99/hr
O'Leary, Maura	Summer School 2019 Teacher Speech Teacher	\$83.39/hr
Messin, Jodi	Summer School 2019 Teacher Speech Teacher	\$51.25/hr
McBurnie, Kian	Summer School 2019 Teacher Speech Teacher	\$49.36/hr
Boge, Elizabeth	Summer School 2019 Teacher Assistant	\$22.95/hr
Gennaro, Danielle	Summer School 2019 Teacher Assistant	\$23.73/hr
Astree, Jerry	Summer School 2019 Teacher Assistant	\$22.95/hr
Deery, Robin	Summer School 2019 Teacher Assistant	\$23.34/hr
McClure, Elizabeth	Summer School 2019 Teacher Assistant	\$23.73/hr
McDermott, Michael	Summer School 2019 Teacher Assistant	\$23.73/hr
Anitra, Elyse	Summer School 2019 Teacher Assistant	\$22.95/hr
D'Atri, Lisa	Summer School 2019 Teacher Assistant	\$23.73/hr
Scala, Amy	Summer School 2019 Teacher Assistant	\$23.73/hr
Brown, Alexandra	Summer School 2019 Teacher Assistant	\$23.34/hr
Foreman-Kakanas, Kim	Summer School 2019 Teacher Assistant	\$22.95/hr
Sciarrone, Gail	Summer School 2019 Teacher Assistant	\$23.73/hr
Carter, Colleen	Summer School 2019 Teacher Assistant	\$23.73/hr
Mihalik, Katarina	Summer School 2019 Teacher Assistant	\$23.73/hr
Fico, Annette	Summer School 2019 Teacher Aide	\$13.77/hr

Gillis, Tricia	Summer School 2019 Teacher Aide	\$13.77/hr
Reilly, JeanAnn	Summer School 2019 Teacher Aide	\$15.15/hr
Gonzalez, Victoria	Summer School 2019 Teacher Aide	\$13.03/hr
Hecht, Carol	Summer School 2019 Teacher Aide	\$12.52/hr
Happe, Kelly	Summer School 2019 Teacher Aide	\$12.00/hr
Marrin, Jeanine	Summer School 2019 Teacher Aide	\$12.00/hr
Bedell, Joanne	Summer School 2019 Teacher Aide	\$12.92/hr
Tomasulo, Keri	Summer School 2019 Teacher Aide	\$12.76/hr
Taylor, Donna	Summer School 2019 Teacher Aide	\$12.00/hr
Navarra, Rita	Summer School 2019 Teacher Aide	\$20.64/hr
Cortes, Karen	Summer School 2019 Nurse	\$36.44/hr
Grausso, Meredith	Summer School 2019 Substitute Teacher	\$79.64/hr
Flynn, Meredith	Summer School 2019 Substitute Teacher Assistant	\$23.73/hr
Boyle, Taylor	Summer School 2019 Substitute Teacher Assistant	\$22.95/hr
Stella, Christine	Summer School 2019 Substitute Teacher Assistant	\$22.95/hr
Pessoni, Jenna	Summer School 2019 Substitute Teacher Assistant	\$22.95/hr
DeNaro, Patricia	Summer School 2019 Substitute Teacher Aide	\$13.31/hr
Greco, Lisa	Summer School 2019 Substitute Teacher Aide	\$12.82/hr
Ignarro, Madeline	Summer School 2019 Substitute Teacher Aide	\$12.00/hr

**Class Size Overages – 2<sup>nd</sup> Semester Only**

NAME	AREA	SCHOOL	Effective
Koerner, Krystin	Elementary	St. Joseph's College	4/18/19-6/26/19
Ranghelli, Gillian	Social Studies	Stony Brook University	4/18/19-5/23/19

**OLD BUSINESS**

None.

## **NEW BUSINESS**

### **Consent Agenda**

**MOTION** made by Jeffrey Goldhammer, seconded by Marion Diener for the Board of Education to approve a consent agenda for the following resolutions:

Vote: Yes – 6, No – 0, Absent - 1.

### **Stipulation of Settlement and Release**

BE IT HEREBY RESOLVED, upon the recommendation of the Superintendent that the Board of Education approve the Stipulation of Settlement and Release regarding SED Case No. 921 and authorizes the Board President or Designee to sign on behalf of the District.

### **Instruction Contract – Westhampton Beach UFSD**

BE IT HEREBY RESOLVED, upon the recommendation of the Superintendent that the Board of Education approve the Instruction Contract with Westhampton Beach Union Free School District for the 2018/2019 school year for students attending the ESM Alternative High School Program and authorizes the Board President or designee to sign on behalf of the District.

### **Special Education Service Agreement – Sayville UFSD**

BE IT HEREBY RESOLVED, upon the recommendation of the Superintendent that the Board of Education approve the Special Education Service Agreement with Sayville Union Free School District for the 2018/2019 school year for a student attending a school within their district and authorizes the Board President or designee to sign on behalf of the District.

### **Health & Welfare Services Contracts**

BE IT HEREBY RESOLVED, upon the recommendation of the Superintendent that the Board of Education approve the Health & Welfare Services Contracts for the 2018/2019 school year with the following school districts for students who are attending private/parochial school within their districts:

- Center Moriches Union Free School District
- Patchogue-Medford Union Free School District
- South Huntington Union Free School District

### **Obsolete Equipment**

BE IT HEREBY RESOLVED, upon the recommendation of the Superintendent that the Board of Education declare the following equipment as obsolete as they are damaged beyond repair:

<b>Quantity</b>	<b>Item</b>	<b>Department</b>
2	iPad Wi-Fi 32GB	Special Education
1	GO NOW iPad Case #10	Special Education
2	Barracuda Web Filters	Technology
1	Brother IntelliFax 2820 Fax Machine	Technology
3	Cisco 6921 Phone	Technology
33	Desktop Computers	Technology
3	LaserJet Printers	Technology
17	UF55 Projectors	Technology
1	T5740 Thin Client Computer	Technology

Donation – ESM PTSO Connection

BE IT HEREBY RESOLVED, upon the recommendation of the Superintendent that the Board of Education accept the donation of \$250.00 from ESM PTSO Connection to be allocated to the Class of 2020 Student Council Activity Fund for the Junior Ring Banquet.

Donation & Budget Adjustment – ESM SEPTO

BE IT HEREBY RESOLVED, upon the recommendation of the Superintendent that the Board of Education accept the donation of \$615.59 from ESM SEPTO to cover the cost of the Theatre III Puppet Show field trip on Tuesday, April 9<sup>th</sup>, and

FURTHER, BE IT RESOLVED, that the Board approve budget adjustments for the 2018/19 school year as follows:

<b>AMOUNT</b>	<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>
\$250.00	A2110.140-00-0000	Inst. Sal Subs, Home
\$19.13	A9030.800-00-0000	Social Security
\$26.55	A9020.800-00-0000	Teacher’s Retirement
\$319.91	A5540.410-TA-0000	Tuttle Contr. Transportation

**STUDENT SERVICES**

Acknowledged receipt and review of recommendations from the Committees on Special Education.

**POLICY**

Adoption – Policy No. 5151 & 5151-R, Homeless Children

**MOTION** made by Karen Kesnig, seconded by Jeffrey Goldhammer for the Board to waive the second reading and approve Policy No. 5151 & 5151-R, Homeless Children.

Vote: Yes – 6, No – 0, Absent - 1.

**COMMITTEE REPORTS**

None.

**COMMUNICATIONS ACKNOWLEDGEMENT**

Warrants including Revenue Budget Status & Appropriation Status Reports as of 4/12/19; Analysis of Extra Pay Request Form, Home Tutor Voucher & Class Coverage 17/18; Memo- Special Education Increases 19/20 budget; SCOPE Spring Newsletter; NYSSBA’s Email Usage Handbook.

**GENERAL DISCUSSION**

None.

**ESM PRIDE**

- Long Island Down Syndrome Advocacy had three DAS Teachers present on their experiences with inclusive education. Great job Christa Van Tronk, Kerri Rivera, and Katina Ferraro.
- The Night of 1,000 Strings was outstanding.

## **PUBLIC PARTICIPATION**

Michael Byrnes, Alice Sagnella Philip Turano, James Governali, Linda Wygonik.

## **ADJOURNMENT**

**MOTION** made by Marie Brown, seconded by Jeffrey Goldhammer for the Board to adjourn to executive session for the purpose of discussing a specific personnel matter at 9:00 p.m.

**MOTION** made by Karen Kesnig, seconded by Marie Brown for the Board to reconvene to public session and adjourn the meeting at 10:15 p.m.

Respectfully submitted,

Sharon P. Murray  
District Clerk

## **Special Board of Education Meeting April 29, 2019**

A special meeting of the Board of Education of the Eastport-South Manor Central School District, Suffolk County, New York, was held in the Conference Room, Eastport-South Manor Central Administration Office, Manorville, New York on **April 29, 2019**.

Board of Education Members present: Mrs. Marie Brown, Mrs. Marion Diener, Mr. Jeffrey Goldhammer, Mrs. Cheryl Hack, Mrs. Karen Kesnig, Mr. Nicholas Vero, Mrs. Danielle Warsaw.

The meeting was called to order with the Pledge of Allegiance.

### **EXECUTIVE SESSION**

**MOTION** made by Karen Kesnig, seconded by Marion Diener for the Board to enter into executive session at 3:05 p.m. for the purpose of discussing a specific personnel matter.

Vote: Yes – 7, No – 0.

**MOTION** made by Jeffrey Goldhammer, seconded by Marie Brown for the Board to reconvene to public session at 3:10 p.m.

Vote: Yes – 7, No – 0.

### **NEW BUSINESS**

#### **Appointment – Acting Superintendent**

**MOTION** made by Karen Kesnig, seconded by Marie Brown for the Board to adopt the following resolution:

Vote: Yes – 7, No – 0.

BE IT HEREBY RESOLVED, the Eastport-South Manor Board of Education agrees to enter into an Agreement by and between Eastport-South Manor Central School District and Joseph A. Steimel, Acting Superintendent of Schools, commencing April 29, 2019, and hereby authorizes the Board President or designee to sign on behalf of the District.

### **ADJOURNMENT**

**MOTION** made by Marie Brown, seconded by Karen Kesnig for the Board to adjourn the meeting at 3:15 p.m.

Vote: Yes – 7, No – 0.

Respectfully submitted,

Sharon P. Murray  
District Clerk

## FIELD TRIPS AND EXCURSIONS

The Board of Education recognizes the desirability of providing off-campus experiences which will enhance the educational program of the school system. A field trip is defined as an educational activity which takes place off school premises under the supervision of a teacher and which occurs at least in part during the regular school day. Field trips may only be approved under the following conditions:

- a) The teacher desiring to conduct a field trip involving students must plan, organize and conduct the trip in such a manner that the utmost educational value is achieved.
- b) The teacher must submit a proposed plan to the principal of the school and through him/her to the Superintendent of Schools. The plan shall include all necessary data such as time, date, place, purpose, method transportation financing to be provided, chaperones or guides of the trip, group involved any such additional information as needed to make the arrangement clear. The teacher must review the District wide calendar to ensure that multiple trips are not planned on the same day.
- c) Written approval of the principal prior to the trip.
- d) Written permission slips signed by the parent/legal guardian delivered to the teacher prior to the trip.

Factors relevant in consideration of approval of such field trips may include the relationship to the curriculum, the safety of students and their adequate supervision, the distance of the trip, availability of transportation, the cost involved, weather conditions, and full utilization of transportation. In order to make necessary transportation arrangements, all requests for day field trips must be submitted to the Building Principal at least 6 weeks prior to the trip date. The teacher must complete the Educational Field Trip Request Form (4531-E) and follow the guidelines provided. These guidelines include prior approval from the Superintendent, or his/her designee. Public funds, including funds raised by school-sponsored fundraising events, may not be used to subsidize a field trip that is essentially a private recreational experience and not part of the District's educational program.

### Overnight Field Trips

Trips in excess of one day involving overnight travel, or out of the Long Island – Metropolitan area, shall be approved by the Superintendent of Schools at least thirty (30) days before the planned trip. All overnight trips will require approval from the Board of Education prior to the scheduled field trip.



## **Athletics**

All trips planned through the Athletic Department will follow the same field trip guidelines followed by the individual schools, with the exception of State Championships. Because State Championship overnight trips may be required within only a few days, these trips do not have to go through the same Board approval process. The Athletic Director will be responsible for immediately notifying the Superintendent who will contact the Board of Education when any State Championship games have been planned.

Please refer to the Athletic Handbook and Coach Handbook for further guidance regarding all sports trips, coaching requirements and Athletic Department guidelines and procedures.

As per our fundraising policy, the Board of Education acknowledges and accepts funding from outside sources for appropriate field trips.

## **Transportation**

When the district provides transportation to students on a school-sponsored field trip, extracurricular activity or any other similar event, it shall provide transportation back to either the point of departure or to the appropriate school in the district unless the parent or legal guardian of a student participating in such event has provided the district with a written notice authorizing an alternative form of return transportation for the student; or intervening circumstances make such transportation impractical.

Where intervening circumstances have made transportation back to the point of departure or to the appropriate school in the district impractical, a representative of the district shall remain with the student until such student's parent or legal guardian has been contacted and the student has been delivered to his/her parent or legal guardian.

No student shall be denied participation in a field trip if his/her parent/guardian cannot afford the cost involved.

Student participation in the trip will be subject to disciplinary action under Education Law Section 3214 for misbehavior during the trip.

Following the trip, the teacher in charge, shall prepare a brief written report which will be filed in the principal's office along with the application, signed approval forms and permission slips from the parent/legal guardian.

Ref: Education Law §§1604; 1709; 1804; 1903; 2503  
Article VIII, Section 1 of New York State Constitution  
Appeal of Christe, 40 Educ. Dept. Rep. 412 (2000)  
Antonopoulou v. Beame, 32 N.Y.2d 126 (N.Y. 1973)  
1989 Opn. State Compt. No. 89-50

Adopted: November 1, 2017

## FIELD TRIPS AND EXCURSIONS REGULATION

### General Requirements – All Trips

Each teacher planning a trip must use the Check-Off List for Field Trips. The teacher must check all available dates for trips on the District Calendar. The teacher is to confer with the Principal before making any arrangements. After securing the principal's tentative approval, the teacher is to get the permission of an official of the institution or point of interest to bring a group for a visit. The teacher then is to complete a Field Trip Request application and follow all guidelines on the approved form and secure the principal's or his/her designee's signature.

The teacher shall notify parents of the field trip and Parental Permission slips shall be sent home after each of the above items have been completed and approved.

Field trips are voluntary for students, alternative experiences for curriculum related trips should be arranged for student who cannot go on the trip or whose parents will not allow participation.

No student shall be denied participation in a field trip if his/her parent/guardian cannot afford the cost involved.

Out-of-district students shall not participate in school-sponsored trips or excursions. Children of employees shall not participate in field trips unless they are students in the participating group.

All students and chaperones shall be instructed prior to a trip as to its purpose, itinerary and behavioral regulations so that each has a clear understanding of the objectives of the trip and the behavior expected of them as representatives of the Eastport-South Manor Central School District.

### Permissions

Each student going on a trip must have, in advance, the permission of the teacher accompanying the group, the principal of his/her school and the written permission of his/her parents. Written permission shall be procured from the parent/guardian for students to participate in school-sponsored trips, except secondary school spectator and athletic bus trips and in-district bus trips from one school to another.

In the case of overnight, trips, the teacher in charge must also secure a completed Medical Information Form from the parent/guardian.

### Supervision of Students

- a) Chaperones must be a parent of a student or a responsible person known to the teacher in charge.
- b) Students and chaperones shall abide by the regular codes of conduct in force during the school day. This shall include the rules for safe conduct on buses. At least one member of the school professional staff, in addition to the driver, must travel in each bus used for a trip.

**Chaperone/Student Ratio:*****Out of District Trips:***

<b>Grade</b>	<b>General Education</b>	<b>Special Education Students</b>
K	1 per five	1 per four
1-6	1 per eight	1 per six
7-8	1 per twelve	1 per eight
9-12	1 per fifteen	1 per eight

***Overnight Trips:***

<b>Grade</b>	<b>General Education Students</b>	<b>Special Education Students</b>
K	1 per five	Same as above
1-6	1 per eight	
7-8	1 per twelve	
9-12	1 per twelve	

Student/chaperone ratios may vary dependent upon the nature and location of the field trip. Parents and/or legal guardians may be invited to assist as chaperones but primary responsibility for student supervision rests with professional staff members.

***In-District/Out-of-District Trips:***

1. It shall be incumbent upon the teacher in charge of a field trip to explain to students the guidelines for student movement and conduct while in route to and at the destination.
2. Failure of a student to comply with guidelines, as explained by the teacher in charge, may be cause for forfeiture of the student's participation in future trips.
3. Trips from school to school require only the teachers as a chaperone, or only the bus driver while in transit with teachers to meet and chaperone the students at both ends.
4. Trips to commercial or community facilities in the district will require chaperone ratios in accordance with those listed above for out-of-district trips.
5. Special school events, in grades K-12, within the district or county (i.e. senior banquet, English classes within a grade to see a play at a theater, career day, NYSSMA competitions, BOCES outdoor education programs) may use higher ratios at the discretion of the Principal to a maximum of 1 per 20 students at grades 7-8 and 1 per 25 students at grades 9-12. Lower ratios may be required on any trip at the discretion of the Principal. However, the necessary rationale for the change in ratio must be provided by the Principal on the *Field Trip Request Form*.
6. The teacher in charge is authorized to discontinue the trip when in his/her judgment continuing the trip would endanger the participants. This decision may be based on irresponsible actions by the driver, student or chaperones; weather, unsafe conditions at the destination, etc. Based on the problem, the teacher may decide to return to

Eastport-South Manor or direct the driver to pull off at a safe location and call for assistance.

### Overnight Trips

1. The same guidelines for student conduct and movement as listed in the provision above apply to overnight trips as well.
2. All housing arrangements shall include provisions for responsible adult chaperones, either parents from Eastport-South Manor or the host school or professional staff.

### Athletics

All trips planned through the Athletic Department will follow the same field trip guidelines followed by the individual schools, with the exception of State Championships. Because State Championship overnight trips may be required within only a few days, these trips do not have to go through the same Board approval process. The Athletic Director will be responsible for immediately notifying the Superintendent who will contact the Board of Education when any State Championship games have been planned.

Please refer to the Athletic Handbook and Coach Handbook for further guidance regarding all sports trips, coaching requirements and Athletic Department guidelines and procedures.

As per our fundraising policy, the Board of Education acknowledges and accepts funding from outside sources for appropriate field trips.

### Attendance

Teachers must prepare and submit to the Attendance Office by the morning before a scheduled trip a list of all students who will be on the field trip or other activity. Attendance should be taken at the beginning of the trip and the Attendance Office notified of any students who are missing.

Adopted: November 1, 2017