

Port Chester-Rye Union Free School District
Board of Education Meeting
June 18, 2020
5:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. President's Opening Remarks
4. Construction Update – Will Recce
5. Public Comment
6. Report from the Superintendent
 - a. Superintendent Request for Action on personnel matters, budget transfer schedules, warrant payments, and payrolls
 - b. Laura DeChiara, PCTA president report
7. Treasurer's Report
 - a. April 2020
8. Approval of Minutes – June 9, 2020 and June 15, 2020
9. Action Items:
 - a. Adopt: Policies, Regulations and Exhibits
Data Privacy and Security Policy
 - b. Accept Financial Reports for April 2020
 - c. Establish an Unemployment Insurance Payment Reserve Fund
 - d. Approval to Fund Tax Cert Reserve
 - e. Approval to Fund Employees' Retirement System Reserve
 - f. Approval to Fund Teacher's Retirement System Reserve
 - g. Approval of Transportation Contract Adjustments
 - h. Approval of Memorandum of Agreement
 - i. Establish Date for Board of Education Reorganization Meeting
10. Consent Agenda
 - a. Change Order #9
 - b. Health and Welfare Agreements
 - c. Competitive Bids
 - d. Professional Services / Contract Awards electing to forgo Policy 6700R
 - e. Contract Extensions
 - f. Adoption of the 2020-2021 Professional Development Plan
 - g. Budget Transfers
11. Board of Education Roundtable / Discussion
12. Adjournment

*"The Board of Education will conduct business in a manner that models respect and civility.
We require members of the public to conduct business before the Board in like manner."*

Welcome to our Meeting

This is a meeting of the Board being held in public. As a courtesy we provide individuals with the opportunity to participate by providing commentary.

Should you have questions or additional comments, please submit them to the Board clerk, Mrs. Maggi, seated to my left. Rest assured that we will read and consider all submissions.

We endeavor to respond to all comments and may use a number of mechanisms including contacting someone individually, commenting later at this meeting, or commenting at a future board meeting. If you have a concern regarding your child, we encourage you to contact your child's teacher and school principal directly and as soon as possible.

Note that responses concerning personnel matters are not made in public. Note also that the Board of Education will conduct business in a manner that models respect and civility. We require members of the public to conduct business before the Board in like manner.

Before you speak, please state your name and state the school district in which you are a resident. All comments are to be addressed only to the Board of Education President. Comments should be kept as brief as possible and relate to school matters. Each speaker is allotted up to three minutes.

Meeting Schedule

Our regular meetings are held in the auditorium of Port Chester Middle School and are open to the public beginning at 7:00 p.m. unless otherwise noted. Meeting locations are announced in advance in the local news media and on the educational access channels. Additional and Special Meetings may be added as needed.

Tuesday, July 2, 2019 (5:00 pm)	Tuesday, November 19, 2019	Tuesday, April 21, 2020 (5:00 p.m.)
Tuesday, July 30, 2019 (6:00 pm)	Tuesday, December 10, 2019	Thursday, April 23, 2020 (5:00 p.m.)
Monday, August 26, 2019 (Retreat)	Thursday, January 16, 2020	Wednesday, May 6, 2020 (5:00 p.m.)
Wednesday, August 28, 2019 (6:00 pm)	Thursday, February 6, 2020	Thursday, May 28, 2020
Monday, October 7, 2019	Tuesday, March 17, 2020 (5:00 p.m.)	Thursday, June 18, 2020
Tuesday, October 29, 2019		

Responsibilities of the Board of Education

The School Board is responsible for the following:

- establish, monitor, and evaluate goals and objectives of the schools
- establish policies for operation of the schools
- select the Superintendent of Schools
- appoint personnel upon the recommendation of the Superintendent of Schools
- develop and present an annual budget for consideration by district residents
- communicate the needs and progress of the schools to the community

Your Questions

Start with the person(s) closest to the matter: teacher, principal, transportation office, or district-wide administrator. If unresolved, contact the superintendent of schools. If still not resolved, contact the School Board President for possible review by the School Board.

School Board Members

Thomas Corbia, President
365 Putnam Avenue
Port Chester, NY 10573
914-939-7869
2nd Term – Expires 6/30/20

Anne Capeci, Vice President
22 Ridge Boulevard
Port Chester, NY 10573
914-937-3191
9th Term – Expires 6/30/20

Chrissie Onofrio, Trustee
13 Tower Hill Drive
Port Chester, NY 10573
845-729-0892
1st Term – Expires 6/30/22

Luigi Russo, Trustee
38 Hobart Avenue
Port Chester, NY 10573
914-939-3208
1st Term – Expires 6/30/21

Christopher Wolff, Trustee
33 Lafayette Drive
Port Chester, NY 10573
914-419-8556
2nd Term – Expires 6/30/21

School District Office

Cathy A. Maggi
School District Clerk

Keane & Beane
School District Attorney

Lisa Zareski
School District Treasurer

District Personnel

Dr. Edward A. Kliszus, PhD, 934-7901
Superintendent of Schools

Joseph Durney, 934-2442
Deputy Superintendent, Curriculum Office

Philip Silano, 934-7906
Assistant Superintendent, Business Office

James Ryan, 934-7913
Director of Health & Safety;
Physical Education and Athletics

Dr. Colleen Carroll, 934-2043
Director of Curriculum & Instruction

Felipe Orozco, 934-8152
Director of English Language Learners

Tatiana Memoli, 934-7925
Director of Special Education

Ray Renda, 934-7983
Director of Facilities

Building Principals

Thomas A. Edison School
Ivan Tolentino, 934-7980

John F. Kennedy School
Judy Diaz, 934-7990

King Street School
Samuel Ortiz, 934-7995

Park Avenue School
Rosa Taylor, 934-7895

Port Chester Middle School
Patrick Swift, 934-7930

Port Chester High School
Dr. Mitchell Combs, 934-7950

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Port Chester – Rye Union Free School District
Regular Meeting - Resolutions
June 18, 2020

Action Items

- A. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District adopts the following Board of Education policy:
Data Privacy and Security Policy
- B. RESOLVED, that the Board of Education accepts the Warrants Report, Statement of Revenues, and Budget Status Report for April 2020.
- C. BE IT RESOLVED, that the Board of Education of the Port Chester Rye Union Free School District hereby establishes an Unemployment Insurance Payment Reserve Fund pursuant to Section 6-m of the General Municipal Law for the purpose of making payments into the unemployment insurance fund in an amount equivalent to the amount of benefits paid to claimants and charged to the account of the District, with said Reserve Fund to be funded by such amounts as may be provided therefore by budgetary appropriations, by amounts from any other funds authorized by the General Municipal Law through resolution and subject to permissive referendum, and/or by such other funds as may be legally appropriated; and
- BE IT FURTHER RESOLVED, that the Board of Education authorizes a sum not to exceed \$500,000 to be the initial deposit into the Unemployment Insurance Payment Reserve Fund; and
- BE IT FURTHER RESOLVED, that the money in the Unemployment Insurance Payment Reserve Fund shall be deposited and secured pursuant to Section 10 of the General Municipal Law.
- D. BE IT RESOLVED, that the Board of Education of the Port Chester Rye Union Free School District hereby approves an appropriation from the General Fund-Unassigned Fund Balance to the Tax Cert Reserve Fund in an amount not to exceed \$1,433,599.
- E. BE IT RESOLVED, that the Board of Education of the Port Chester Rye Union Free School District hereby approves an appropriation from the General Fund-Unassigned Fund Balance to the Retirement Contribution Employees' Retirement System in an amount not to exceed \$300,000.
- F. BE IT RESOLVED, that the Board of Education of the Port Chester Rye Union Free School District hereby approves an appropriation from the General Fund-Unassigned Fund Balance to the Retirement Contribution Sub-Fund Teachers Retirement System in an amount not to exceed \$300,000.
- G. WHEREAS, the Port Chester Rye Union Free School District has entered into annual contracts with County Coach Corporation and TLC Transportation Corp. of Westchester for the transportation of the School District's students between home and school; and

WHEREAS, pursuant to Executive Order Nos. 202.4, 202.11, 202.14, 202. 18 and 202.28 of the Governor of New York State instituting measures to address the COVID-19 pandemic, all schools in New York State were ordered closed commencing March 18, 2020 through the remainder of the 2019-2020 school year (through June 30, 2020); and

WHEREAS, County Coach Corporation and TLC Transportation Corp. have made investments and incurred on-going expenses to secure and maintain buses, vans, terminals and insurance that are compliant with the terms of their annual transportation contracts with the School Districts, which expenses have continued during the closure of the School District's schools; and

WHEREAS, in recognition of expenses that have been saved in connection with labor, fuel and other expense, TLC Transportation Corp. has extended a thirty-five percent (35%) reduction on its monthly invoices commencing April 1, 2020 and County Coach Corporation has removed all monitor charges and reduced its charges related to buses and their operation by twenty-five percent (25%) commencing April 1, 2020; and

NOW, THEREFORE, BE IT RESOLVED, pursuant to their existing annual transportation contracts, commencing April 1, 2020 and ending June 30, 2020, the Board of Education of Port Chester Rye Union Free School District authorizes payment on a monthly basis at the discounted amount of \$76,616.60 to TLC Transportation Corp. and the discounted amount of \$118,716.60 to County Coach Corporation.

**Port Chester – Rye Union Free School District
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- H. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District hereby approves the Memorandum of Agreement between the Port Chester-Rye Union Free School District, the Port Chester Teachers' Association and Employee No. 4753, dated June 18, 2020.
- I. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District set its reorganization meeting for Wednesday, July 8, 2020, 5 p.m., in the Port Chester Middle School auditorium.

Consent Agenda

- A. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District approve Change Order # 9 – Niram, Inc., 4 East Frederick Place, Cedar Knolls, NJ 07927 with regard to the Port Chester Middle School – Windows and Select Façade Replacement, HV Upgrades, Bridge Renovations and Related Work, Project (S.E.D. # 66190403-0-013-026).

Change Order # 9 – With the District's desire to increase air flow within the school, window hinges are being replaced to allow for extended operation of the opening angle of all operating window sashes. The change order is to furnish and install materials and labor required to perform this work.

TOTAL: \$81,441

- B. BE IT RESOLVED, that the Board of Education hereby approves agreements between the Port Chester Rye Union Free School District and the vendor(s) whose services are listed on this attachment, in accordance with a written agreement between the parties; and; BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools to execute said agreements.

AGREEMENTS (Accounts Payable)

Name	Service	Duration of Contract	Amount of Contract
UFSD of the Tarrytowns	Health and Welfare Services	September 1, 2019- June 30, 2020	3 Port Chester Students attending private school in Rye \$3,139.56

- C. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District award the following competitive bids as noted below:

Award To	Description	Amount	Basis for award
Simaren Corp., dba., Wisdom Protective Service	Residential Verification Services	Not to Exceed \$30,000/year	RFP Analysis
Dr. Ann Engelland, M.D., PLLC	Physician Services	\$38,000	RFP Analysis
Tobin & Company, CPAs, PC.	Claims Auditor Services	\$90/hour	RFP Analysis

- D. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District, at its discretion and in the best interest of the District, elects to forgo the written quote and bid requirements in keeping with Policy 6700R – Purchasing Regulation and approve the contracted services agreements / memorandums of agreement for the following professional service procurements which are grant funded ending August 2020.

BE IT FURTHER RESOLVED, that the president of the Board / Superintendent of Schools / Purchasing Agent is authorized to execute related contracts.

Vendor	Function	Rate	Not to Exceed	Fund
Interactive Health	Provide evaluation services; Training and execution of parenting program; Management of grant activities; Create and execute student survey	Increase of \$3,750	\$21,500	McKinney Vento

**Port Chester – Rye Union Free School District
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- E. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District extend the below mentioned Buildings and Grounds contracts with 0% increase for the 2020-2021 school year with the same terms and prices as the 2019-2020 school year.

Vendor	Service	Price
Tri Turf, Inc.	Athletic Field Maintenance	Various
Dynamic Event Group	Audio & Video Equipment Repair	\$51/hour
Acocella Contractors, Inc.	Blacktop & Concrete Replacement	Various
Crown A/C & Heating	Boiler Cleaning & Maintenance	Various
OCS Chemical Engineering	Boiler Water Chemical Treatment	\$355/month
Grotto Plumbing Inc.	Drain Cleaning	\$90/hour
Stratagem Security Inc.	DSR Service	Various
Capital Uniform Services	Dust Mop Rental	Various
Scotty Electric Corp.	Electric Service	\$103.30/hour
Champion Maintenance	Fence Repair & Replacement	\$80/hour
Geese Offl, Inc.	Geese Control	\$83/week
Argento & Sons, Inc.	Landscape & Small Machinery Repair	\$95/hour
Parkway Pest Services	Pest Management	\$8280/year
Playground Medic	Playground Inspection & Repair	Various
Grotto Plumbing Inc	Plumbing Service	\$90/hour
Vinnie Pinstriping	Uniforms Service	Various

- F. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District adopted the Professional Development Plan for the 2020-2021 school year in compliance with Commissioner Regulations 100.2 (dd).

BE IT FURTHER RESOLVED, that the Superintendent of Schools is authorized to execute said plan.

- G. RESOLVED, that the Board of Education approve the following 2019-20 budget transfers:

TRANSFER TO:			TRANSFER FROM:		
ACCOUNT TITLE	CODE	AMOUNT	ACCOUNT TITLE	CODE	AMOUNT
MATERIALS & SUPPLIES - PPE	A1620-450-10-6100	\$ 500,000.00	SOCIAL SECURITY	A9030-800-10-0000	\$ 300,000.00
			HEALTH INSURANCE - SWSCHP	A9060-800-10-0000	\$ 200,000.00
EXPLANATION: For purchase of Personal Protective Equipment (masks, shields, sanitizing materials, etc) due to COVID-19					
SALARIES - GUIDANCE PCHS	A2810-150-30-3000	\$ 22,995.00	SALARIES - CLERICAL GUIDANCE PCHS	A2810-161-30-3000	\$ 22,995.00
EXPLANATION: Reclass of salary code					
BOCES SERVICES - STAFF DEVELOPMENT	A2070-490-10-0000	\$ 25,000.00	BOCES SERVICES - STUDENT DATA	A2010-490-00-0000	\$ 25,000.00
EXPLANATION: Reclass of BOCES services to different codes					
		547,995.00			547,995.00

**Port Chester Public Schools
Port Chester, New York
Board of Education**

**June 18, 2020
5:00 p.m.**

The Superintendent recommends action on the following matters. Resolved that

1. The retirement of Annamarie DiBerardino, Foreign Languages Teacher at the High School, be accepted effective June 30, 2020. Mrs. DiBerardino will have served the District for 40 years. We wish Annamarie the best of good luck and a happy and healthy retirement.
2. The resignation of Kevin Hanlon, Mathematics Teacher at the Middle School, be accepted effective June 30, 2020.
3. BE IT RESOLVED, that Michael Ritacco be granted a leave of absence without pay from his position as Supervisor of Math and Science Grades 6-12 effective July 1, 2020.

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board hereby appoints Michael Ritacco to the position of High School Assistant Principal at Step 5 at the location of the High School within the Assistant Principal tenure area. His four-year probationary period will commence on July 1, 2020.

4. Jennifer Miranda, Port Chester, New York be approved for a four-year probationary appointment as Special Education Teacher, at Step 2-Level 6 of the 2019-2023 Teachers Collectively Negotiated Agreement, effective September 1, 2020 through August 31, 2024, except to the extent required by Section 3012-d of the Education Law*. Ms. Miranda received a B.S. Degree and an M.S.E. Degree from Nyack College. Ms. Miranda received NYS Fingerprint Clearance for Employment July 18, 2019. Her assignment will be at John F. Kennedy School and will include participation in designated school related organizational activities. Her certifications are Early Childhood Education (Birth-Grade 2) – Initial Certification and Students with Disabilities (Grades 1-6) – Initial Certification.

*** In order to be granted tenure, a classroom teacher must receive composite or overall annual professional performance review ratings pursuant to Education Law §3012-c and/or §3012-d of either effective or highly effective in at least 3 of the 4 preceding years. Further, if the classroom teacher receives an ineffective composite or overall rating in the final year of the probationary period he/she shall not be eligible for tenure at that time, in which case the Board of Education, in its discretion, may extend the teacher's probationary term for an additional year.**

5. The following individuals be appointed to perform additional Guidance duties during the summer of 2020 at the High School. Individuals will receive their contractual daily rate of pay:
Andrea Davis – 7 days Darwin Gramajo – 7 days Marta Sandoval – 7 days
Vanessa Clay-Williams – 7 days Stacey Cafaldo – 7 days Denise Bonilla – 7 days
6. The following individuals be appointed to perform additional Guidance duties during the summer of 2020 at the Middle School. Individuals will receive their contractual daily rate of pay:
Louise Piccolino – 7 days Raymond Sarcone – 7 days Michael Ortiz – 7 days
Katherine Smook – 7 days Carrie Jimenez – 7 days
7. Maggie Rende be approved for payment at the additional compensation rate of \$47.50 per hour for additional work performed during July and August 2020 in the District Offices in an amount not to exceed 35 days.
8. Gaylene Gasparini be approved for payment at the additional compensation rate of \$47.50 per hour for additional work performed during July and August 2020 in the District Offices in an amount not to exceed 25 days.
9. The following individuals be appointed to positions for summer 2020 and/or the 2020-2021 school year at \$47.50 per hour:

Middle School Mathematics Curriculum Writing Team

Juanita Mitchell Paul Santavicca Aaron Warren Christine Telesco

Middle School Science Curriculum Writing Team

Michael Watson

High School Mathematics Curriculum Writing Team

Carlos Gomez

Elementary Schools Dual Language Program Curriculum Writing Team

Elaine Gonzalez	Diana Inga-Marino	Leidy Cuzon
Jenny Maldonado	Lianet Lopez	Jessica Miranda

Middle School and High School Bilingual/ELL Curriculum Writing Team

Esteban Guijarro	Karin Milette	Stephanie Darrow	Stephanie Watts
Caitlin Maggi	Joyce Mannel	Sandra Savel	Rosa Pena
Michael Desharnais	Aaron Glazer	Brian Knudsen	Sara Stio
Eric Torruella	Peter Bermudez		

Special Education Extended Year Summer School (Virtual Learning)

Teachers:

Gladys Bencosme	Kevin Clark	Stephanie Figliomeni
Lianet Lopez	Marcia Manzueta	Renee Rosabella Marino
Christine Telesco	Joshua Tenzer	Christie Truance
Diana Vukel	Sharla Kaufman	Jennifer lasillo
Jessica Yablow		

Peter Bisceglia – Lead Educator

Mayra Estrella – Psychologist

10. The following individual(s) be appointed to positions for the 2020-2021 school year:

Chris Halstead	Head Coach Varsity Football	stipend as per PCTA agreement
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11. After 16 years of service to the Port Chester-Rye Union Free School District, the retirement of Ava Konwiser, Registered Professional Nurse (School) be effective the end of business on June 30, 2020.
12. A paid family medical Leave of Absence be granted for Lillian Henriquez, Senior Office Assistant, Spanish Speaking, 12-month, Guidance Department, Port Chester, High School. Mrs. Henriquez will have 10 days paid leave under the FFCRA (Families First Coronavirus Response Act); and the remainder of the time, Mrs. Henriquez will receive 2/3rds of her pay under the Extended FFCRA. Mrs. Henriquez will return to work on September 1, 2020.
13. Summer hours be granted for the following 10-month employees at their contracted daily/hourly rate of pay:

Barbara Lewensohn – Superintendent's Office (not to exceed 20 days)
Margaret Morban – King Street School (not to exceed 10 days) *
Amelia Perez – Park Avenue School (not to exceed 10 days) *
Maria Torres – John F. Kennedy (not to exceed 10 days) *
Claudia Sajquin- Thomas Edison School (not to exceed 10 days) *
Martha Andino – Port Chester Middle School (not to exceed 20 days)
Diane Nasta – Port Chester Middle School (not to exceed 15 days)
Cristina Coffaro – Port Chester Middle School (not to exceed 15 Days)
Monique Martinez – Port Chester Middle School (not to exceed 15 days)
Elizabeth De Marco-Burns – Port Chester High School (not to exceed 40 days)
*(These days are in addition to ten days required as per Article 15, Section 4 of the CSEA Agreement)