

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT**

**DATE:** July 6, 2010                      **KIND OF MEETING:** Reorganization Mtg.

**LOCATION:** High School Room 9              **PRESIDING OFFICER:** Clerk Pro  
Tem/President

**MEMBERS PRESENT:** Doug Oakland, George Leeman, Chris Garvey, Warren Booth,  
Richard Joslin

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Lars Clemensen, Larry Luce, Anna Marie Rojas

**CALL TO ORDER:** 5:10 PM

**EXECUTIVE SESSION:** 5:11 PM

**RE-ORGANIZATIONAL MEETING:** 7:03 PM

**ADJOURNMENT:** 7:13 PM

<b>Resolution #</b>	<b>Description</b>	<b>Outcome</b>
<b>Resolution #1</b>	<b>Appointment of Clerk Pro Tem</b>	<b>Passed</b>
<b>Resolution #2</b>	<b>Election of Board President</b>	<b>Passed</b>
<b>Resolution #3</b>	<b>Election of Vice President</b>	<b>Passed</b>
<b>Resolution #4</b>	<b>Appointment of Board Clerk</b>	<b>Passed</b>
<b>Resolution #5</b>	<b>Appointment of District Officers</b>	<b>Passed</b>
<b>Resolution #6</b>	<b>Workday Resolution</b>	<b>Passed</b>
<b>Resolution #7</b>	<b>Other Appointments</b>	<b>Passed</b>
<b>Resolution #8</b>	<b>Designations</b> <b>Depositories</b> <b>Official Newspaper</b> <b>Meeting Dates</b>	<b>Passed</b>
<b>Resolution #9</b>	<b>Authorizations</b> <b>Petty Cash Funds</b> <b>Payroll Certification</b> <b>Budget Transfers</b> <b>Delegation of Investments</b> <b>Application of Grants</b> <b>Conference Approvals</b> <b>Execution of Contracts for CSE/CPSE Services</b> <b>Bonding/Insurance Coverage</b> <b>Mileage Reimbursement Rate</b> <b>Establish Fee for Photocopying</b>	<b>Passed</b>

**Resolution #10**

**Other Items**

**Passed**

**Re-adoption of Policies and Code of Ethics**

**Appointment of Impartial Hearing Officers**

**Appointment of Committee on Special Education**

**Appointment of Committee on PreSchool Education**

**Establishment of Facilities Use Fees**

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

**DATE:** July 6, 2010                                      **KIND OF MEETING:** Reorganization Mtg.

**LOCATION:** High School Room 9                      **PRESIDING OFFICER:** Clerk Pro  
Tem/President

**MEMBERS PRESENT:** Doug Oakland, George Leeman, Chris Garvey, Warren Booth,  
Richard Joslin

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Lars Clemensen, Larry Luce, Anna Marie Rojas

Mr. Oakland called the meeting to order at 5:10 PM.

On a motion by Mr. Leeman, seconded by Mr. Booth, the meeting adjourned to Executive Session to discuss specific personnel and contractual issues.

5 aye

On a motion by Mr. Leeman, seconded by Mr. Garvey the Board adjourned the Executive Session at 7:00 PM.

Anna Marie Rojas, Clerk Pro Temp, called the Re-Organizational Meeting to order at 7:03 PM.

**Resolution #1**

On a motion by Mr. Leeman, seconded by Mr. Garvey, the Board of Education appoints Anna Marie Rojas as Clerk Pro Temp to preside until election and seating of the President.

5 aye

Pledge of Allegiance and Announcement of Room Capacity and Emergency Exits took place.

**Administration of Oath**

*Clerk Pro Temp, Anna Marie Rojas, administered the Oath of Faithful Performance to the newly elected Board members, Mr. Doug Oakland and Mr. Richard Joslin.*

On a motion by Mr. Joslin seconded by Mr. Booth, and upon the nomination for President by Mr. Garvey, the following resolution was offered:

**Resolution #2**

**RESOLVED**, that Doug Oakland be elected President of the Board of Education for the 2010-11school year.

5 aye

*Oath of Faithful Performance in Office administered by the School District Clerk Pro Temp to the newly elected Board President. The President presides over the rest of the meeting.*

On a motion by Mr. Garvey, seconded by Mr. Joslin, and upon the nomination for Vice President by Mr. Oakland, the following resolution was offered:

**Resolution #3**

**RESOLVED**, that Mr. Leeman be elected Vice President of the Board of Education for the 2010-11 school year.

5 aye

*Oath of Faithful Performance in Office administered by the School District Clerk Pro Tem to duly elected Vice President.*

On a motion by Mr. Garvey, seconded by Mr. Booth, the following resolution was offered:

**Resolution #4**

**BE IT RESOLVED** that Anna Marie Rojas be appointed Clerk of the Board of Education for the 2010-2011 school year.

5 aye

*President administered Oath of Office to District Clerk*

*District Clerk administered Oath of Faithful Performance in Office to the Superintendent of Schools*

On a motion by Mr. Garvey, seconded by Mr. Joslin, the following resolution was offered:

**Resolution #5**

**BE IT RESOLVED** that the Board of Education makes the following appointments for the 2010-11 school year:

- a. District Treasurer Michele Siriani
- b. Signatory in absence of Treasurer George Leeman, Trustee
- c. Internal Claims Auditor Paul Eglevsky - \$42.68 p/hr.

5 aye

On a motion by Mr. Garvey, seconded by Mr. Booth, the following resolution was offered:

**Resolution #6**

**BE IT RESOLVED**, that the Board of Education of the Hampton Bays School District hereby establishes the following as standard work days for appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based upon the record of activities maintained and submitted by these officials to the District Clerk, as per the attached documentation.

5 aye

**Resolution #7**

On a motion by Mr. Leeman, seconded by Mr. Booth, the following resolution was offered:  
**BE IT RESOLVED** that the Board of Education makes the following appointments for the 2010-11 school year:

- a. Independent Auditor Cullen and Danowski, LLP \$38,200

- |   |   |                |
|---|---|----------------|
| b. Internal Auditor                                       | RS Abrams and Company   | \$20,000       |
| c. School Attorney  | Shaw, Perelson, May &<br>Lambert, LLP   | up to \$50,000 |
| d. Bond Counsel   | Hawkins, Delafield & Wood   | Per Offering   |
| e. Fiscal Advisor   | Capital Market Advisors, LLC  | Per Offering   |
| f. Insurance Consultant                                   | Maran Associates  | \$ 7,750       |
| g. Records Access Officer                                 | Anna Marie Rojas  |                |
| h. Asbestos Designee                                      | Tom McElrath  |                |
| i. Purchasing Agent                                       | Larry Luce  |                |
| j. SAVE Legislation<br>Designated Educational<br>Official | John Moran  |                |
| k. Title IX Compliance<br>Officers                        | Mark Pagano & Denise Lindsay  |                |
| l. Title VII Compliance<br>Officers                       | Mark Pagano & Denise Lindsay  |                |
| m. School Physician                                       | Southampton Pediatrics, Joseph Quinn, MD<br>in conjunction with Prime Care Hampton Bays<br>(Dr. Chris Kielbasa/Kennworth Eaton, PA) |                |
- 5 aye

On a motion by Mr. Leeman, seconded by Mr. Garvey, the following resolution was offered:

**Resolution #8**

**BE IT RESOLVED** that the Board of Education makes the following appointments for the 2010-11 school year:

- |                        |  |
|------------------------|--|
| a. Depositories        | Bridgehampton National Bank<br>MBIA CLASS<br>Suffolk County National Bank  |
| b. Official Newspaper* | Southampton Press, Western Edition<br>*When daily notifications are necessary the District<br>may use Newsday for official notices |
| c. Meeting Dates       | Tuesday evenings, as posted, or otherwise noticed  |

5 aye

On a motion by Mr. Leeman, seconded by Mr. Booth, the following resolutions were offered:

**Resolution #9**

**BE IT RESOLVED** that the Board of Education grants authorizations for items numbered 1 through 10:

1. **Petty Cash Funds**

It is recommended that the following petty cash funds be established and that the person indicated be designated as the custodian of it for their respective locations:

\$100

Administration Building

Larry Luce

2. **Payroll Certification**

It is recommended that the Superintendent of Schools be appointed to certify the payroll for the 2010-2011 school year and further that Larry Luce, School Business Administrator, will certify in her absence.

3. **Budget Transfers**

It is recommended that the Superintendent of Schools be granted authority to transfer unlimited unencumbered funds within function codes of the budget (i.e. Instruction, Transportation, Textbooks, etc.). Authority is also given to transfer up to \$10,000 (ten thousand dollars) between function codes of the budget. Budget transfers beyond this amount will require approval by the Board of Education. Monthly transfer reports will be provided to the Board of Education.

4. **Delegation of Investments**

It is recommended that the School Business Administrator, Larry Luce, and/or Michelle Siriani, District Treasurer, be authorized to execute, in the name of the Board of Education, any and all documents relating to the investment program in a timely manner, as well as to utilize reputable consultants regarding investment decisions when necessary, so long as no fee is involved. A monthly progress report of investments will be given to the Board of Education.

5. **Application for Grants**

It is recommended that the district, through the Superintendent of Schools, be authorized to apply for any and all Federal, State and private grants that are deemed appropriate.

6. **Conference Approvals**

It is recommended that the Board authorize the Superintendent of Schools to take action on administrative, teacher and staff requests to attend conferences, conventions and workshops within the limit of the 2010-2011 budget appropriations. The Board will approve conference requests for individual Trustees.

7. **Execution of Contracts for CSE/CPSE Services**

It is recommended that the Board authorizes the Superintendent of Schools to execute contracts to provide services for students with special needs, as recommended by the Committee on Special Education.

8. **Bonding/Insurance Coverage**

It is recommended that the Board authorize provision for bonding employees in the amounts indicated:

All Employees	\$ 100,000
School District Treasurer	\$1,000,000
Purchasing Agent	\$1,000,000

9. **Mileage Reimbursement Rate**

It is recommended that the Board authorize the mileage reimbursement rate at the approved IRS rate effective January 1, 2010 at \$ .50 per mile.

10. **Establish Fee for Photocopying**

It is recommended that the Board establish the fee for photocopying of district records at \$.25 per page.

5 aye

On a motion by Mr. Leeman, seconded by Mr. Joslin the following resolution was offered:

**Resolution #10**

**BE IT RESOLVED** that the Board of Education approves the following 5 items:

1. **Adoption of Policies and Codes of Ethics**

It is recommended that the Board of Education adopts all existing and current Policies and Codes of Ethics.

2. **Appointment of Impartial Hearing Officers**

**BE IT RESOLVED** that the Board of Education does hereby designates either the President or the Vice President to appoint Impartial Hearing Officers from the internet list found on the NYSED.GOV under IHRS main menu.

3. **Appointment of Committee on Special Education**

It is recommended by the Superintendent of Schools, that the following be appointed to the Committee on Special Education for the 2009/2010 year:

Chairperson            Michele Smith - High School  
                                 Kenneth Grille - Elementary School  
                                 Christine Anselmo, Ph.D. - Middle School

Parent Members      Ellen Holmgren, Susan Decker, Virginia Mangan, Rev. George Mangan, Lou Primavera, Lisa Lorber, Diane Carroll, Dorothy Maddock, Margaret King, Lisa Agoglia, Ann Marie Reilly, Leslie Ernst, Marianne Minneo, Lisa Fotopoulos, Sherri Halucha, Gustavo Putzulu, Rosemary Stianson, Catherine Barbierne, Dorothy Capuano

Psychologists        Michele Smith, Kenneth Grille, Christine Anselmo

Teacher Members    Generic approval of all teachers, speech therapists, guidance counselors, social workers, special education teacher and evaluators

Physician             Southampton Pediatrics, Joseph Quinn, MD

4. **Appointment of Committee on PreSchool Education**

It is recommended by the Superintendent of Schools, that the following members be appointed to the Committee on Preschool Special Education for the 2009/2010 school year:

Chairperson            Mark Pagano

Parent Members      Donna McKennett, Dawn Radzuil

<b>County Representative</b>	<b>Representative from Suffolk County</b>
<b>Representative of Evaluative Agency</b>	<b>- A Department of Health Early Intervention professional for a preschool child in transition from early intervention services to school age services - Evaluation personnel</b>
<b>Teacher</b>	<b>Child's New York Certified teacher or a New York Certified teacher qualified to provide education in the type of program which the child may be placed</b>
<b>Physician</b>	<b>Southampton Pediatrics, Joseph Quinn, MD</b>

**5. Establishment of Facilities Use Fees**

**It is recommended that the Board of Education establish a fee for use of our facilities according to the attached Schedule of Fees for 2010-2011.**

**5 aye**

**APPROVED DATES OF BOARD OF EDUCATION MEETINGS**

**August 10, 2010  
September 14, 2010  
October 12, 2010  
November 9, 2010  
December 7, 2010  
January 11, 2011  
February 8, 2011  
March 8, 2011  
April 12, 2011  
May 10, 2011  
June 7, 2011**

**ADJOURNMENT OF REORGANIZATIONAL MEETING**

**On a motion by Mr. Booth, seconded by Mr. Garvey, the Re-organizational meeting adjourned at 7:12 PM.**

**5 aye**

**Respectfully submitted,**

**Anna Marie Rojas  
District Clerk**