

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT**  
**86 East Argonne Road**  
**Hampton Bays, New York 11946**

**Board of Education**  
*Chris Garvey, President*  
*Warren Booth, Vice President*  
*Dot Capuano, Trustee*  
*Rich Joslin, Trustee*  
*Kevin Springer, Trustee*  
*Lars Clemensen, Superintendent of Schools*  
*Anna Marie Rojas, District Clerk*

**OFFICIAL AGENDA      HS LIBRARY      APRIL 8, 2014**

*It is expected that the Board of Education will enter Executive Session at approximately 5:00 pm prior to the scheduled public meeting to begin at 7:00pm to discuss a specific personnel matter.*

**6:00 PM – BUDGET WORKSHOP**  
**7:00 PM -- BUSINESS MEETING**

**1. OPENING PROCEDURES**

- A) **Call to Order**
- B) **Pledge of Allegiance**
- C) **Announcement of Emergency Exits**  
*Please note the marked emergency exits*
- D) **Approval of the Order of Agenda**

**2. CLERK’S REPORT**

- A) **Approval of Minutes**  
*BE IT RESOLVED that the Board of Education accepts minutes of the Business Meeting held Tuesday March 11, 2014, and the Special Meeting, held Friday, March 21, 2014. The Budget Workshop scheduled for March 27, 2014 was cancelled.*  
*Please note: draft minutes will now be available on the District’s website approximately two weeks following business meetings.*
- B) **Public Comment**  
*Speakers will be recognized who wish to address the Board on agenda items only.*

**3. PRESENTATIONS AND REPORTS**

- A) **Students of the Month-January**
  - *Carly Dunn      Elementary School      Marc Meyer*
  - *Molly Fargo      Middle School      Dennis Schug*
  - *Ana Figueroa      High School      Chris Richardt*
- B) **“Save the Octopus” Poster Contest** *Debra McDowell*
  - *Dillon Ottati*
- C) **Student Science Research Projects** *Dr. Stephanie Forsberg*
- D) **Introduction of the Class of 2014 Representatives** *Chris Richardt*
  - *Salutatorian – Daniella Greene*
  - *Valedictorian – Christen Bellucci*
- E) **Superintendent’s Report** *Lars Clemensen*

#### 4. BUSINESS & FINANCE

##### A) Administrator's Report

Larry Luce

##### B) Approval of Contracts

*RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator, approves the following contracts for the school year indicated, such contracts shall be incorporated by reference within the minutes of this meeting:*

- 1. Health and Welfare Services Agreement with South Huntington UFSD for the school year 2013-2014, as per attached documentation.*
- 2. Health and Welfare Services Agreement with Smithtown Central School District, for the school year 2013-2014, as per the attached documentation.*
- 3. Health and Welfare Services Agreement with Center Moriches Union Free School District, for the school year 2013-2014, as per the attached documentation.*
- 4. Leasehold Space Agreement with Eastern Suffolk BOCES for the Special Education program, as per the attached documentation.*
- 5. Joint Municipal Cooperative Bidding Program – CoSer612, as per the attached documentation.*
- 6. All-Suffolk Auto School for In-Care Driver Education Instruction, for Summer 2014 through Spring 2015, as per the attached documentation.*
- 7. Career and Employment Options, Inc. for Consultant Services, for the 2014-2015 school year, as per the attached documentation.*
- 8. Mattituck Cutchogue School District for Special Education Services for the 2014-2015 school year, as per the attached documentation.*
- 9. SCOPE Education Services for After School child Care and Universal Pre-K Programs for the 2014-2015 school year, as per the attached documentation.*

##### C) Financial Reports

*It is recommended by Larry Luce, School Business Administrator, that the following reports be accepted by the Board of Education:*

- Budget Transfer General/Capitol Report– March 2014*
- Appropriation Status Report – March 2014*
- Warrant Reports – March 2014*
- Cash Disbursements – March 2014*
- Treasurer's Monthly Report –February 2014*
- Revenue Budget Status Report – General – March 2014*
- Revenue Budget Status Report – Cafeteria –March 2014*
- Appropriation Status Report- Cafeteria –March 2014*
- Capital Fund Appropriations Report – March 2014*
- Capital Fund Revenue Report – March 2014*
- Special Aid Fund Appropriations Report- March 2014*
- Projected Fund Balance General Fund*
- Trial Balance General Fund – March 2014*
- Trial Balance School Lunch Fund – March 2014*
- Trial Balance Capital Fund – March 2014*
- Trial Balance Trust and Agency Fund – March 2014*
- Trial Balance Extracurricular Activities Fund – March 2014*
- Cash Flow Report – March 2014*
- Internal Claims Audit Report – March 2014*
- Student Enrollment Report – March 2014*

**D) Budget Transfers**

*BE IT RESOLVED, that upon the recommendation of the School Business Administrator that the Board of Education approves the budget transfers:*

- 1. \$48,145 to adjust for natural resources for winter heating season in all buildings.*
- 2. \$16,800 to adjust for Medicare reimbursements as per NY State civil Service Law.*
- 3. \$25,000 to adjust for substitute custodians during the year.*
- 4. \$17,000 to adjust for change order and fence slats.*

**E) Approval of Joint Municipal Cooperative Bidding Program**

*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 Hampton Bays Union Free School District, 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*

*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.

- F) **Approval of Change Orders Deduction – Bond Referendum Project – Phase I**  
*RESOLVED, the Board of Education, upon the recommendation of Larry Luce, School Business Administrator, hereby approves Change Order No. 1, SED No.: 58-09-05-02-0-010-011, in the amount of \$2,969.00 deduct for JNS the mechanical contract, as per the attached documentation.*
  
- G) **Authorization to Sign Letter of Intent**  
*RESOLVED, the Board of Education, upon the recommendation of the School Business Administrator, hereby authorizes Lars Clemensen, Superintendent of Schools to sign a letter of intent with H & E. Such letter of intent is to signify the intention of purchasing casework for items related to Phase III of the “Focus on Facilities” Bond Referendum projects, specifically the casework for the Science, Art, and Family & Consumer Sciences classroom spaces, as per the attached documentation.*
  
- G) **Other**

**5. STUDENT SERVICES**

- A) **Approval of CSE/CPSE Services**  
*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, arranges for the placement of students with disabilities as presented to the Board.*

**6. PERSONNEL**

- A) **Leave of Absence**  
*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absence for the following individual:*

1. Liliana Cacace	Elementary Teacher
Effective:	April 7, 2014 – May 30, 2014
Reason:	Family Medical Leave Act

- B) **Teaching Appointment**  
*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals:*

1. Nicole Neroulas	Elementary Teacher
Salary:	MA 30 Step 3 (no change to budget)
Effective:	January 1, 2014
Probationary Period:	September 1, 2012 – August 31, 2015
Reason:	Resignation of Rosemarie King

2. Angela Behr	Guidance Counselor
Salary:	MS 45 Step 2 (pro-rated)
Effective:	April 14, 2014
Probationary Period:	April 14, 2014 – April 13, 2016
Reason:	Resignation of Dennis Murphy

- C) **Co-Curricular Appointments**  
*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following co-curricular appointments for the 2013/2014 school year:*

<u>Name</u>	<u>Position</u>
1. Jennifer Farrell	AIS - ELA
2. Danielle Russo	AIS – Global
3. Matthew Balistreri	Teacher teaching Teachers

- D) **Approval of Substitute Support Staff**  
*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute support staff for the 2013/14 school year:*

<u>Name</u>	<u>Position</u>
1. Gregory Vollmers	Sub Custodian

- E) **Correcting Resolution for the 2013-14 School Year**  
*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby corrects Resolution 180.3 of the 2013-14 school year to accurately reflect the contractual amount that is listed for Teresa Strano, Varsity Girls Lacrosse as B1-II, \$6,185 not B1-II, \$4,637.*

- F) **Termination**  
*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby terminates the employment of Winston George, a Custodial Worker I, effective April 8, 2014.*

- G) **Termination**  
*RESOLVED, that the Board of Education hereby terminates the employment of Patricia O’Flaherty, Teacher Aide, effective April 8, 2014, in accordance with the provisions of Section 71 of the Civil Service Law, with the opportunity to be reinstated to the same or a similar position, if a vacancy exists, upon making application therefor within one year after termination of the disability.*

## 7. BOARD OF EDUCATION

- A) **Approval and Appointment of Workers for Election and Special District Meeting for the Purpose of a Budget Vote**  
*BE IT RESOLVED, that the Board of Education of the Hampton Bays UFSD approves the appointment of the Chairperson, Acting Clerk, Assistant Clerks, Inspector and Assistant Inspectors for the District Budget/Board Vacancy vote to be held Tuesday, May 20, 2014 as annexed hereto (Appendix #1).*
- B) **Scheduling of Special Meeting**  
*BE IT RESOLVED, that the Board of Education hereby schedules a Special Meeting for April 23, 2014 at 4:00 PM in the High School Room 9 to conduct the BOCES Budget/Vacancy Vote and to approve the 2014-15 School District Budget Proposal.*
- C) **Appointment of Acting District Clerk**  
*RESOLVED, that the Board of Education, hereby appoints Lawrence Luce as Acting District Clerk in the absence of the District Clerk.*

**D) Approval of Supplemental Memorandum of Agreement with the HBTA**

*BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the terms of a Supplemental Memorandum of Agreement (“SMOA”) between the District and the Hampton Bays Teachers’ Association dated April 8, 2014 regarding lane advancement of unit members enumerated in Appendix “A” of the SMOA for the 2013-14 school year only and appropriates the funds therefor. A copy of said SMOA, as presented to the Board at this meeting, shall be incorporated by reference within the minutes of this meeting.*

**E) Sub-Committee Reports**

**8. PUBLIC COMMENT**

*Persons may address the Board of Education on any matters of interest or concern. The Board President will recognize all speakers. Time limits may be imposed based upon agenda needs.*

**9. ADJOURNMENT**