

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT**

**DATE:** November 18, 2014 **KIND OF MEETING:** Business

**LOCATION:** HS Library **PRESIDING OFFICER:** President

**MEMBERS PRESENT:** Chris Garvey, Kevin Springer, Dot Capuano

**MEMBERS ABSENT:** Warren Booth, Richard Joslin

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

**CALL TO ORDER:** 5:30 PM

**ENTER EXECUTIVE SESSION:** 5:35 PM

**RESUMEBUSINESS MEETING** 7:00 PM

**ADJOURNMENT:** 8:02 PM

<b>Resolution #</b>	<b>Description</b>	<b>Outcome</b>
<b>Resolution #116</b>	<b>Approval of Order of Agenda</b>	<b>Passed</b>
<b>Resolution #117</b>	<b>Approval of Minutes</b>	<b>Passed</b>
<b>Resolution #118</b>	<b>Approval of Contracts</b>	<b>Passed</b>
<b>Resolution #119</b>	<b>Acceptance of Financial Reports</b>	<b>Passed</b>
<b>Resolution #120</b>	<b>Approval of Continuing Disclosure Obligation</b>	<b>Passed</b>
<b>Resolution #121</b>	<b>Approval of Change Orders–Bond Referendum</b>	<b>Passed</b>
<b>Resolution #122</b>	<b>Acceptance of Donation</b>	<b>Passed</b>
<b>Resolution #123</b>	<b>Acceptance of Audit Report (2013-2014)</b>	<b>Passed</b>
<b>Resolution #124</b>	<b>Approval of CSE/CPSE Services</b>	<b>Passed</b>
<b>Resolution #125</b>	<b>Termination (Ashby)</b>	<b>Passed</b>
<b>Resolution #126</b>	<b>Co-Curricular Appointments</b>	<b>Passed</b>
<b>Resolution #127</b>	<b>Coaching Appointments</b>	<b>Passed</b>
<b>Resolution #128</b>	<b>Approval of Substitute Teachers</b>	<b>Passed</b>
<b>Resolution #129</b>	<b>CSEA Appointment (Arroyo)</b>	<b>Passed</b>
<b>Resolution #130</b>	<b>Approval of Substitute Positions</b>	<b>Passed</b>

**Resolution #131**

**Acceptance of Terms and Conditions (Ferraro/Filasky) Passed**

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Mr. Garvey called the Business meeting to order at 5:30 PM.

On a motion by Mr. Springer, seconded by Ms. Capuano the Business meeting adjourned to Executive Session to discuss matters pertaining to potential discipline of a particular employee at 5:35 PM.

At 7:00 PM the board reconvened into public session.

On a motion by Mr. Springer seconded by Ms. Capuano, the following resolution was offered:

**Resolution #116**

**BE IT RESOLVED** that the Board of Education approved the order of the agenda.

3 aye

**CLERK'S REPORT**

On a motion by Ms. Capuano, seconded by Mr. Springer the following resolution was offered:

**Resolution #117**

**BE IT RESOLVED** that the Board of Education accepts minutes of the Business Meeting held Tuesday, October 21, 2014.

3 aye

**PUBLIC COMMENT – None**

**PRESENTATIONS**

Mr. Clemensen spoke about the following:

- Parent Teacher Conferences
- Winter Sports
- Thanksgiving Break
- Canoe Place Inn Zoning
- Veterans Tax Exemption
- Smart School Bond Act
- Evacuation at the High School
- Veterans' Ceremonies
- Dedication of the Culinary Lab

- **Dedication of the Wrestling Room (Mike Fitzgerald)**

**Student of the Month for October were presented by the Principals**

- **Maya Sanabria**
- **Saorla Sully**
- **Franklin Krzyzewski**

**Mr. Walker, Athletic Director recognized Alex Maitland Ward for signing a Lacrosse scholarship with Pace University.**

**Mr. Triandafilis and Mr. Schug recognized the PAL Football Team as undefeated this year.**

**Mr. Luce, Business Administrator reported on the following:**

- **Audit Report with Cullen and Danowski External Auditor**
- **2015-2016 Budget Development Calendar**
- **Veteran's Tax Exemption (see presentation)**

**Mr. Peter Rodriguez from Cullen and Danowski reported on the fiscal condition of the school district.**

**On a motion by Ms. Capuano seconded by Mr. Springer, the following resolutions #118-#131 were offered in consent agenda format:**

**3 aye**

**Resolution #118**

**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. Just Kids Early Childhood Learning Center for 2014-15, per attached documentation.**

**Resolution #119**

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

**Budget Transfer General/Capital Report– October 2014**

**Appropriation Status Report – October 2014**

**Warrant Reports – October 2014**

**Cash Disbursements – October 2014**

**Treasurer's Monthly Report –September/October 2014**

**Revenue Budget Status Report – General – October 2014**

**Revenue Budget Status Report – Cafeteria –October 2014**

**Appropriation Status Report- Cafeteria –October 2014**

**Capital Fund Appropriations Report – October 2014**

**Capital Fund Revenue Report – October 2014**

**Special Aid Fund Appropriations Report- October 2014**

**Trial Balance General Fund – October 2014**

**Trial Balance School Lunch Fund – October 2014**

**Trial Balance Trust and Agency Fund – October 2014**

**Trial Balance Special Aid Fund – October 2014**

**Trial Balance Extracurricular Fund – October 2014**

**Extra-Curricular Classroom/Student Accounts– October 2014**

**Cash Flow Report – October 2014  
Internal Claims Audit Report – October 2014  
Enrollment Report – October 2014**

**Resolution #120**

**WHEREAS, in connection with the issuance of certain of the Bonds and for purposes of assisting underwriters/purchasers to comply with Rule 15c2-12 under the Securities Exchange Act of 1934, the District has covenanted and/or entered into one or more undertakings or agreements to provide continuing disclosure (the “Continuing Disclosure Obligation”) to the public marketplace; and**

**WHEREAS, in general the Continuing Disclosure Obligation requires the District to file certain financial information and notice of certain events in specified places and at specified times; and**

**WHEREAS, in connection with the sale of certain of the Bonds, the District issued one or more official statements that, among other things, described the District’s Continuing Disclosure Obligation and whether or not the District had previously complied with its Continuing Disclosure Obligation in all material respects; and**

**WHEREAS, the Division of Enforcement (the “Enforcement Division”) of the U.S. Securities and Exchange Commission (the “SEC”) announced its Municipalities Continuing Disclosure Cooperation Initiative (the “Initiative”), to address potentially materially inaccurate descriptions in official statements (made innocently, inadvertently or otherwise) of prior compliance with continuing disclosure obligations; and**

**WHEREAS, pursuant to the terms of the Initiative, the Enforcement Division will recommend “favorable settlement terms” for issuers and underwriters that self-report by 5:00 p.m., eastern standard time, on December 1, possible materially inaccurate statements in official statements in the last five years relating to prior compliance with continuing disclosure obligations by submitting a specified questionnaire (the “Questionnaire”) to the Enforcement Division; and**

**WHEREAS, the District has been provided with a copy of the Initiative, a copy of an advisory and memorandum prepared by bond counsel to the District describing the Initiative, and a copy of the Questionnaire released by the Enforcement Division; and**

**WHEREAS, if an issuer takes advantage of the Initiative by self-reporting possible materially inaccurate statements and if any of such statements are determined to be materially inaccurate by the Enforcement Division, the Enforcement Division will recommend to the SEC a settlement in which (i) the issuer consents to a cease-and-desist order, (ii) the issuer neither admits nor denies the findings of the SEC and (iii) there is no payment of any civil penalty by the issuer; and**

**WHEREAS, any such settlement will require the issuer to (i) establish appropriate policies and procedures and training regarding continuing disclosure obligations within 180 days, (ii) comply with existing continuing disclosure undertakings, including updating past delinquent filings within 180 days, (iii) cooperate with any subsequent investigation by the Enforcement Division regarding the false statement(s), including the roles of individuals and/or other parties involved, (iv) disclose in a clear and conspicuous fashion the settlement terms in any final official statement for an offering by the issuer for five years and (v) provide the SEC staff with a compliance certification regarding the applicable undertakings by the issuer in one year; and**

**WHEREAS, the Initiative cautions that if an issuer does not take advantage of the Initiative by submitting a Questionnaire identifying any possible materially inaccurate statement with respect to prior compliance with a continuing disclosure obligation and the Enforcement Division later**

determines that such a materially inaccurate statement was made, then the Enforcement Division will likely recommend and seek financial sanctions against the issuer; and

WHEREAS, in light of the foregoing, the District has requested its financial advisor to examine and review the District's Continuing Disclosure Obligation and previous continuing disclosure filings and to report to the District any noncompliance with its Continuing Disclosure Obligation; and

WHEREAS, the District has received such report, and such report has been reviewed with its bond counsel; and

WHEREAS, as a result of such review, it may be desirable for the District to take advantage of the Initiative by submitting one or more Questionnaires to the Enforcement Division identifying a statement with respect to prior compliance with its Continuing Disclosure Obligation that is potentially materially inaccurate; and

WHEREAS, after consultation with its financial advisor and bond counsel, the District is desirous of authorizing the submission of one or more Questionnaires to the Enforcement Division;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE HAMPTON BAYS UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

- **Authorization to Submit Questionnaire.** The President of the Board of Education, Vice President of the Board of Education, Superintendent, and School Business Administrator are each hereby authorized to take advantage of the Initiative by executing and submitting on behalf of the District one or more Questionnaires to the Enforcement Division by the December 1, 2014, deadline established by the Initiative.
- **Various Incidental Actions.** The President of the Board of Education, Vice President of the Board of Education, Superintendent, and School Business Administrator are each hereby authorized to execute and deliver all documents and instruments and to do all matters and things as may be necessary, useful, convenient or desirable in connection with the foregoing.
- **Prior Action.** All action heretofore taken by the District relating to the foregoing is hereby ratified, confirmed, adopted and approved, including without limitation requesting the financial advisor to undertake the continuing disclosure review described in this resolution and seeking advice and assistance of bond counsel in respect thereto.

**Effective Date.** This resolution shall take effect immediately

**Resolution #121**

RESOLVED, the Board of Education, upon the recommendation of Larry Luce, School Business Administrator, hereby approves Change Order No. 3, SED No.: 58-09-05-02-0-010-013, in the amount of \$9,860.00 for Hirsch the Plumbing Contractor.

**Resolution #122**

RESOLVED, that the Hampton Bays Board of Education hereby gratefully accepts the donation of the following:

1. \$415.27 from the Class of 2018 for the purpose of purchasing 4 tack boards for use in the Middle School.
2. Two computers and monitors, 1 new keyboard, numerous cords, connections, plugs and set of computer speakers with an approximate worth of \$750.00 from Terrance McGrath, DDS.

**Resolution #123**

**RESOLVED**, that the Board of Education, upon the recommendation of Larry Luce, School Business Administrator, hereby accepts the Independent Audit Report for School Year 2013-2014 (July 1, 2013-June 30, 2014).

**STUDENT SERVICES**

**Resolution #124**

**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.

**PERSONNEL**

**Resolution #125**

**BE IT RESOLVED**, that the Board of Education hereby terminates the employment of Matthew Ashby, Custodial Worker, effective November 18, 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 one year after termination of the disability.

**Resolution #126**

**RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following co-curricular appointments for the 2014/2015 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Frank Mancuso	Morning Recreation Sup. - Bilingual Parent Group	\$4320
2. Michelle Marrone	Facilitator - Bilingual Parent Group (HS)	\$1225
3. Chris Romero	Facilitator - Bilingual Parent Group (MS)	\$1225
4. Stacey Naglieri	Facilitator - Bilingual Parent Group (MS)	\$1225
5. Angela Behr	Facilitator - Bilingual Parent Group (HS)	\$1225
6. Kaitlyn Roche	.5 Facilitator - Bilingual Parent Group (ES)	\$612.50
7. Elizabeth Hubbard	.5 Facilitator - Bilingual Parent Group (ES)	\$612.50
8. Teresa Escobar	.5 Facilitator - Bilingual Parent Group (ES)	\$612.50
9. Christine Anselmo	.5 Facilitator - Bilingual Parent Group (ES)	\$612.50
10. Christina Cortese	Bilingual Child Care Provider-Bilingual Parent Group	\$20/hr.

**Resolution #127**

**RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching appointments:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Luke Mercurio	Boys' Varsity Basketball Volunteer Assistant	\$0
2. Anthony Dottin	Boys' Winter Track Head Coach (Southampton)	\$0
3. Eddie West	Boys' Winter Track Assistant Coach (Southampton)	\$0

**Resolution #128**

**RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Substitute Teacher candidates for the 2014-15 school year:

<u>Name</u>	<u>Certification</u>
1. Shawn Ward	Music
2. Kelly Farnback	Mathematics

**3. Ashleigh Salerno                      Non-Certified**

**Resolution #129**

**RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the following person:

- 1. Gilbert Arroyo              Custodian**
  - Effective:              November 19, 2014**
  - Salary:                      Step 1 \$39,862 (pro-rated)**
  - Reason:                      Replacement of Charles Jeffries**

**Resolution #130**

**RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following for the 2014-15 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
1. Shawn Ward	Sub Teacher Aide	\$13.00/hour

**BOARD OF EDUCATION**

**Resolution #131**

**BE IT RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby accepts the Terms and Conditions of employment for Pamela Filasky, Social Worker and Denise Ferrari, Occupational Therapist, as per the attached documentation.

**There were no Sub Committee Reports**

**PUBLIC COMMENT – None**

**ADJOURNMENT**

**On a motion by Ms. Springer seconded by Ms. Capuano, the Business meeting adjourned at 8:02 PM.**

**3 aye**

**Respectfully submitted,**

**District Clerk  
Anna Marie Rojas**