

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

Board of Education

Rich Joslin, President

Kevin Springer, Vice President

Dot Capuano, Trustee

Michael Dunn, Trustee

Liz Scully, Trustee

Lars Clemensen, Superintendent of Schools

Anna Marie Rojas, District Clerk

OFFICIAL AGENDA –January 12, 2016

Hampton Bays High School Auditorium

It is expected that the Board of Education will enter Executive Session at approximately 6:00 pm prior to the scheduled public meeting to begin at 7:00pm to discuss the employment of a particular person.

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 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, December 8, 2015.

Note: draft minutes will 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) **Superintendent's Report**

Lars Clemensen

B) **Students of the Month – December**

- *Kirra Shoerlin, Elementary School* *Marc Meyer*
- *Tiffany Reyes, Middle School* *Dennis Schug*
- *Kylie Springer, High School* *Chris Richardt*

C) **Fire Prevention Safety Winners**

Deb McDowell/Kathy Dayton

| <i>Grade</i> | <i>First Place</i> | <i>Second Place</i> | <i>Third Place</i> |
|---------------------|-----------------------------|---------------------------|-------------------------------------|
| <i>Kindergarten</i> | <i>Valeria Diaz Banegas</i> | <i>Emily Molina</i> | <i>Danna Ordonez Padilla</i> |
| <i>First</i> | <i>David Blas Ramirez</i> | <i>Sayuri Velasquez</i> | <i>Eithan Mena</i> |
| <i>Second</i> | <i>Olivia Purta</i> | <i>Edie Cabrera</i> | <i>Alexandra Canales Villalobos</i> |
| <i>Third</i> | <i>Natalia Bernhardt</i> | <i>Alexandra Avendano</i> | <i>Diego Velasquez</i> |
| <i>Fourth</i> | <i>Madelyn Helfand</i> | <i>Emma Halsey</i> | <i>Nicole De Los Santos</i> |
| <i>Fifth</i> | <i>Kevin Guzman</i> | <i>Deykel Berocal</i> | <i>Aaron Ortiz</i> |
| <i>Sixth</i> | <i>Julia Romero</i> | <i>Abigail Hoffmann</i> | <i>Kristina Georges</i> |
| <i>Seventh</i> | <i>Matthew Arroyo</i> | <i>Giselle Perez</i> | <i>Juan Zuluaga Reyes</i> |
| <i>Eighth</i> | <i>Samantha Fennelly</i> | <i>Rolando Mancilla</i> | <i>Rebecca Heaney</i> |

4. **PERSONNEL PART I**

A) **Presentation of Tenure Candidates**

Principal Marc Meyer will present tonight's tenure candidate to the Board of Education.

B) **Tenure Appointment**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the following individuals be granted tenure in accordance with Chapter I of the Board of Regents of the New York State Education Law and;

WHEREAS, the Board of Education is in accordance with such recommendation, BE IT RESOLVED, that Elizabeth Hubbard be granted tenure in the special subject tenure area, Elementary §30-1.5, effective January 27, 2016.

5. **BUSINESS, FINANCE, AND OPERATIONS**

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. Out East Therapy of New York, for OI, PT, SLP, RN and Psychology Services for the 2015-2016 school year, as per the attached documentation.*
- 2. Bellringer Communications, for the 2015-16 school year, for central station monitoring for the Elementary School, as per the attached documentation.*

C) **Financial Reports**

RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator, accepts the following Financial Reports:

- Budget Transfer General/Capital Report–July 2015*
- Appropriation Status Report – December 2015*
- Warrant Reports –December 2015*
- Cash Disbursements – December 2015*
- Revenue Budget Status Report – General – December 2015*
- Revenue Budget Status Report – Cafeteria –December 2015*
- Appropriation Status Report- Cafeteria –December 2015*
- Treasurer's Monthly Report – November 2015*
- Capital Fund Appropriations Report –December 2015*
- Capital Fund Revenue Report –December 2015*
- Special Aid Fund Appropriations Report- December 2015*
- Special Aid Fund Revenue Report – December 2015*
- Trial Balance General Fund –December 2015*
- Trial Balance School Lunch Fund –December 2015*
- Trial Balance Capital Fund –December 2015*
- Trial Balance Trust and Agency Fund –December 2015*
- Trial Balance Special Aid Fund –December 2015*
- Trial Balance Extracurricular Fund –December 2015*
- Cash Flow Report – December 2015*
- Internal Claims Audit Report –December 2015*
- Student Enrollment Report –December 2015*

D) Budget Transfers

BE IT RESOLVED, that upon the recommendation of the School Business Administrator, Larry Luce, the Board of Education approves the budget transfers, as per the attached documentation:

- 1. \$11,250 to adjust for a student-placement at CDCH Charter School, as per the CSE.*
- 2. \$12,174 to adjust for ES instrument and HS band uniforms.*
- 3. \$11,125 to adjust for septic system repairs at the High School.*

E) Approval of Change Order – Bond Referendum Projects Phase 3

RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator, hereby approves to following Change Orders, as per the attached documentation:

- 1. No. 1, SED No.: 58-09-05-02-0-003-013 in the amount of \$10,972 for Locust Valley Electric, the electrical contractor;*
- 2. No. 2, SED No.: 58-09-05-02-0-003-01-3 in the amount of \$15,000 for Locust Valley Electric, the electrical contractor;*
- 3. No.1, SED No.: 58-09-05-02-0-010-012 in the amount of \$2,000 for Leo’s Electric, the electrical contractor.*

F) Increase in Mileage Reimbursement

RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator, hereby approves the rate of mileage reimbursement at \$0.54 per mile beginning January 1, 2016, as per the attached documentation.

G) Resolution to Approve Disposal of Equipment

WHEREAS, the District through the Capital Project of 2012, has built a new kitchen for the Elementary School and has purchased, through competitive bidding, new kitchen equipment, including refrigeration, cooking and serving line equipment, to be installed in the new kitchen; and

WHEREAS, the current kitchen equipment in the Elementary School is between 10 and as much as 30 years old; and upon completion of the new kitchen for the Elementary School, the current kitchen equipment will be surplus, obsolete and of no value to the District;

THEREFORE BE IT RESOLVED, upon the closure of the old Elementary School kitchen, the Board of Education, upon the recommendation of the School Business Official, declares the old kitchen equipment (as listed on the attachment to this resolution) to be surplus property and of no value to the District, and authorizes the disposal of any and all such old kitchen equipment in a manner that, in the discretion of the School Business Official, will be in the best interest of the District and will yield the highest monetary return in the least expensive manner (e.g., by sealed bid, auction, sale to another school district, sale as scrap, or rubbish disposal or another fiscally prudent manner of disposal).

5. STUDENT SERVICES - None

6. PERSONNEL II

A) Acceptance of Resignations

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts the resignation of the following individuals:

- 1. Christina Calvarese, Math Teacher, effective January 31, 2016.*
- 2. Julie Perez, Teacher Aide, effective January 15, 2016.*

B) Leave of Absence

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves a leave of absence for the following individual:

1. *Jamie Huebner* *Teacher*
 Effective: *January 4, 2016 – April 8, 2016 for FMLA*
 April 11, 2016 – April 15, 2016 for Maternity Leave
2. *Megan Kappers* *Teacher*
 Effective: *January 4, 2016 – April 1, 2016 for FMLA*
 April 2, 2016 – June 24, 2016 for Maternity Leave
3. *Daniel Lennon* *Art Teacher*
 Effective: *January 4, 2016 – April 8, 2016 for FMLA*

C) Approval of Contract for Teacher Assistant

RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools and Board President to execute an Agreement, dated January 12, 2016, on behalf of the School District with Ms. Christina Calvarese, whereby Ms. Calvarese shall perform contract services as a Computer Teacher Assistant assigned to the High School for the School District for the period commencing February 1, 2016 and terminating on June 30, 2016, a copy of which Agreement shall be incorporated by reference within the minutes of this meeting.

D) Approval of Additional Teaching Assignments

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following 6TH Class Teaching Assignment:

| <u>Name</u> | <u>Position</u> |
|-------------------------|-----------------------------------|
| 1. <i>Teresa Strano</i> | <i>LOTE, Language and Culture</i> |
| 2. <i>Sara Lawrence</i> | <i>LOTE, French</i> |

E) Approval of Co-Curricular Appointments

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments for the 2015-2016 school year:

| <u>Name</u> | <u>Position</u> |
|----------------------------------|---------------------------------------|
| 1. <i>Maria McFarland</i> | <i>Child Care-Bil Parent Group</i> |
| 2. <i>Christopher Romero</i> | <i>Substitute-ES Bil Parent Group</i> |
| 3. <i>Carla Pensa</i> | <i>CDOS Transition Coordinator</i> |
| 4. <i>Jonathan DellaSperanza</i> | <i>Mentor-Morlock</i> |
| 5. <i>Joseph Burger</i> | <i>AIS-Global</i> |
| 6. <i>Laurie Dyno</i> | <i>AIS-Mathematics</i> |
| 7. <i>Patricia Beach</i> | <i>AIA-Mathematics</i> |

F) Approval of CSEA Appointments

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals:

1. *Rosa Yanes* *Teacher Aide*
 Salary: *CSEA (prorated)*
 Effective: *January 15, 2016*
 Reason: *Replacement of Julie Perez*

- 2. *Kimberly Mulrain* *Teacher Aide*
 Salary: *CSEA (prorated)*
 Effective: *January 15, 2016*
 Reason: *New Student (IEP Mandated)*

- 3. *Joseph Mistretta* *Custodian*
 Salary: *CSEA Step 1 (prorated)*
 Effective: *January 4, 2016*
 Reason: *Resignation of Gilbert Arroyo*

G) Approval of Substitute Teachers

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Substitute Teacher positions At \$102.00 for Certified Teachers and \$90.00 for Non Certified Teachers for the 2015/2016 school year:

| <u>Name</u> | <u>Certification</u> |
|-------------------------------|------------------------------|
| 1. <i>Julia Thalen</i> | <i>English Language Arts</i> |
| 2. <i>Nicole Squires</i> | <i>Social Studies</i> |
| 3. <i>Jacqueline Galletta</i> | <i>Non-Certified</i> |
| 4. <i>Taylor Lomardo</i> | <i>Non-Certified</i> |

H) Approval of Substitute Support Positions

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute support staff for the 2015/16 school year:

| <u>Name</u> | <u>Position</u> |
|-----------------------------|-------------------------|
| 1. <i>Taylor Lomardo</i> | <i>Teacher Aide</i> |
| 2. <i>Joseph Deluca Jr.</i> | <i>Custodian</i> |
| 3. <i>Chris Postiglione</i> | <i>Custodian</i> |
| 4. <i>Kayne Mitchell</i> | <i>Custodian</i> |
| 5. <i>Dan Stevens</i> | <i>Athletic Trainer</i> |
| 6. <i>Scott Leogrande</i> | <i>Athletic Trainer</i> |

I) Approval of Substitute Support Positions

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following support staff positions for the 2015/16 school year:

| <u>Name</u> | <u>Position</u> |
|------------------------|-------------------------------------|
| 1. <i>Taite Joslin</i> | <i>Student Aide (School Safety)</i> |

J) Correcting Resolutions

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby corrects the following, previously-approved resolutions:

- 1. *Resolution #280 (2014-15) to state the probationary period of Jessica Sears, School Counselor, is September 1, 2015 – June 30, 2017, not June 30, 2018.*
- 2. *Resolution #90 (2015-16) to change the approved-Family Medical Leave Act leave for Scott Garafola from January 4-February 12, 2016 to February 1-March 7, 2016.*

7. BOARD OF EDUCATION

A) Work Group Updates

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