

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT**

**DATE:** January 12, 2016 **KIND OF MEETING:** Business

**LOCATION:** HS Auditorium **PRESIDING OFFICER:** President

**MEMBERS PRESENT:** Richard Joslin, Kevin Springer, Elizabeth Scully

**MEMBERS ABSENT:** Dot Capuano, Michael Dunn

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

**CALL TO ORDER:** 6:00 PM  
**ENTER EXECUTIVE SESSION:** 6:05 PM  
**END EXECUTIVE SESSION** 6:55 PM  
**RESUME BUSINESS MEETING** 7:03PM  
**ADJOURNMENT:** 7:30 PM

<b><u>Resolution #</u></b>	<b><u>Description</u></b>	<b><u>Outcome</u></b>
<b>Resolution #152</b>	<b>Approval of Order of Agenda</b>	<b>Passed</b>
<b>Resolution #153</b>	<b>Approval of Minutes</b>	<b>Passed</b>
<b>Resolution #154</b>	<b>Approval of Tenure Appointment (Hubbard)</b>	<b>Passed</b>
<b>Resolution #155</b>	<b>Approval of Contracts</b>	<b>Passed</b>
<b>Resolution #156</b>	<b>Acceptance of Financial Reports</b>	<b>Passed</b>
<b>Resolution #157</b>	<b>Approval Budget Transfers</b>	<b>Passed</b>
<b>Resolution #158</b>	<b>Approval of Change Order–Bond Referendum Projects Phase 3</b>	<b>Passed</b>
<b>Resolution #159</b>	<b>Decrease in Mileage Reimbursement</b>	<b>Passed</b>
<b>Resolution #160</b>	<b>Approval of Disposal of Equipment</b>	<b>Passed</b>
<b>Resolution #161</b>	<b>Acceptance of Resignations (Calvarese, Perez)</b>	<b>Passed</b>
<b>Resolution #162</b>	<b>Approval of Leaves of Absence (Huebner, Kappers, Lennon)</b>	<b>Passed</b>
<b>Resolution #163</b>	<b>Approval of Contract for Teacher Assistant (Calvarese)</b>	<b>Passed</b>
<b>Resolution #164</b>	<b>Approval of Additional Teaching Assignment</b>	<b>Passed</b>

Minutes of the January 12, 2016 BOE Mtg

<b>Resolution #165</b>	<b>Approval of Co-Curricular Appointments</b>	<b>Passed</b>
<b>Resolution #166</b>	<b>Approval of CSEA Appointments (Yanes, Mulrain, Mistretta)</b>	<b>Passed</b>
<b>Resolution #167</b>	<b>Approval of Substitute Teachers</b>	<b>Passed</b>
<b>Resolution #168</b>	<b>Approval of Substitute Support Positions</b>	<b>Passed</b>
<b>Resolution #169</b>	<b>Approval of Substitute Support Positions</b>	<b>Passed</b>
<b>Resolution #170</b>	<b>Approval of Correcting Resolutions</b>	<b>Passed</b>
<b>Resolution #171</b>	<b>Approval of First Reading of Board of Education Policy (8630)</b>	<b>Passed</b>

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT**

**DATE:** January 12, 2016 **KIND OF MEETING:** Business  
**LOCATION:** HS Auditorium **PRESIDING OFFICER:** President  
**MEMBERS PRESENT:** Richard Joslin, Kevin Springer, Elizabeth Scully  
**MEMBERS ABSENT:** Dot Capuano, Michael Dunn  
**OTHERS PRESENT:** Larry Luce, Lars Clemensen, Anna Marie Rojas

**Mr. Joslin called the Business meeting to order at 6:00 PM.**

**On a motion by Mr. Springer, seconded by Ms. Scully, the board entered executive session to discuss the employment of a particular person.**

**The Business meeting resumed at 7:05 PM**

**On a motion by Mr. Springer seconded by Ms. Scully the following resolution was offered:**

**Resolution #152**

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

**3 aye**

**CLERK'S REPORT**

**On a motion by Mr. Springer seconded by Ms. Scully the following resolution was offered:**

**Resolution #153**

**BE IT RESOLVED that the Board of Education accepts minutes of the Business Meeting held Tuesday, December 8, 2105.**

**3 aye**

**PUBLIC COMMENT – None**

**PRESENTATIONS AND REPORTS**

**Mr. Clemensen spoke about the following:**

- **Please see attached presentation**

**Students of the Month for December were presented by the Principals**

- **Kirra Shoerlin, Elementary School**
- **tiffany Reyes, Middle School**
- **Kylie Springer, High School**

**Ms. Kathy Dayton, Ms. Debra McDowell along with Roy Bittel from the Hampton Bays Fire Department presented the winners of the Fire Prevention Safety Contest to the Board of Education.**

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

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

**Resolution #154**

**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.

**3 aye**

**BUSINESS, FINANCE, AND OPERATIONS**

**Mr. Luce spoke about the following:**

- **ES Gymacafetorium near completion**
- **2016-2017 Budget Process**
- **Governor's State Aid**
- **Budget Workshop February 9<sup>th</sup>**
- **Energy Performance Contract**
- **Band Uniforms**

On a motion by Mr. Springer and seconded by Ms. Scully, the following resolutions #155-#160 were offered in consent agenda format:

**3 aye**

**Resolution #155**

**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.**

**Resolution #156**

**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**

**Resolution #157**

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

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.

**Resolution #158**

**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.

**Resolution #159**

**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.

**Resolution #160**

**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).**

**STUDENT SERVICES – None**

**On a motion made by Mr. Springer, seconded by Ms. Scully, the following resolutions #161-#170 were offered in consent agenda format with Mr. Joslin recusing himself of resolution #169:**

**3 aye**

**Resolution #161**

**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.**

**Resolution #162**

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

**Jamie Huebner                      Teacher**  
**Effective:                      January 4, 2016 – April 8, 2016 for FMLA**  
**April 11, 2016 – April 15, 2016 for Maternity Leave**

**Megan Kappers                      Teacher**  
**Effective:                      January 4, 2016 – April 1, 2016 for FMLA**  
**April 2, 2016 – June 24, 2016 for Maternity Leave**

**Daniel Lennon                      Art Teacher**  
**Effective:                      January 4, 2016 – April 8, 2016 for FMLA**

**Resolution #163**

**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.**

**Resolution #164**

**RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following 6<sup>TH</sup> Class Teaching Assignment:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Teresa Strano	LOTE, Language and Culture	\$1725
2. Sara Lawrence	LOTE, French	\$1725

**Resolution #165**

**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>	<u>Stipend</u>
1. Maria McFarland	Child Care-Bil Parent Group	\$20.00/hour
2. Christopher Romero	Substitute-ES Bil Parent Group	\$250.00
3. Carla Pensa	CDOS Transition Coordinator	\$3,075 (pro-rated 80%)
4. Jonathan DellaSperanza	Mentor-Morlock	\$950 (prorated)
5. Joseph Burger	AIS-Global	\$38.33/hour
6. Laurie Dyno	AIS-Mathematics	\$51/hour
7. Patricia Beach	AIA-Mathematics	\$51/hour

**Resolution #166**

**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 \$18,679 (prorated)  
     Effective:                    January 15, 2016  
     Reason:                      Replacement of Julie Perez
  
2. Kimberly Mulrain            **Teacher Aide**  
     Salary:                      CSEA \$18,679 (prorated)  
     Effective:                    January 15, 2016  
     Reason:                      New Student (IEP Mandated)
  
3. Joseph Mistretta            **Custodian**  
     Salary:                      CSEA Step 1 \$40,261 (prorated)  
     Effective:                    January 4, 2016  
     Reason:                      Resignation of Gilbert Arroyo

**Resolution #167**

**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. Julia Thalen	English Language Arts
2. Nicole Squires	Social Studies
3. Jacqueline Galletta	Non-Certified
4. Taylor Lomardo	Non-Certified

**Resolution #168**

**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>	<u>Salary</u>
1. Taylor Lomardo	Teacher Aide	\$13.00/hour
2. Joseph Deluca Jr.	Custodian	\$15.00/hour
3. Chris Postiglione	Custodian	\$15.00/hour
4. Kayne Mitchell	Custodian	\$15.00/hour
5. Dan Stevens	Athletic Trainer	\$130/session
6. Scott Leogrande	Athletic Trainer	\$130/session

**Resolution #169**

**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>	<u>Salary</u>
1. Taite Joslin	Student Aide (School Safety)	\$9.00/hour

**Resolution #170**

**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 Garofola from January 4-February 12, 2016 to February 1-March 7, 2016.

**BOARD OF EDUCATION**

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

**Resolution #171**

**BE IT RESOLVED**, that the Board of Education hereby approves the first reading of the following policies:

1. 8630-Computer Control for Financial Network and District Computer Systems

3 aye

**Old Business**

None

**New Business**

None

**PUBLIC COMMENT – None**

**ADJOURNMENT**

On a motion by Ms. Scully seconded by Mr. Springer, the Business meeting adjourned at 7:58 PM.



Minutes of the January 12, 2016 BOE Mtg

**3 aye**

**Respectfully submitted,**

**District Clerk  
Anna Marie Rojas**