

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: September 13, 2016 **KIND OF MEETING:** Business

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

MEMBERS PRESENT: Richard Joslin, Kevin Springer, Dot Capuano, Michael Dunn, Elizabeth Scully

MEMBERS ABSENT: None

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

CALL TO ORDER: 6:00 PM
ENTER EXECUTIVE SESSION: 6:01 PM
RESUME BUSINESS MEETING: 7:06 PM
ADJOURNMENT: 7:40 PM

Resolution #	Description	Outcome
Resolution #66	Approval of Order of Agenda	Passed
Resolution #67	Approval of Minutes	Passed
Resolution #68	Acceptance of Financial Reports	Passed
Resolution #69	Approval of Instructional Technology Lease	Passed
Resolution #70	Approval of CSE/CPSE Services	Passed
Resolution #71	Tenure Appointment (Fox)	Passed
Resolution #72	Approval of Leaves of Absence (Hayes)	Passed
Resolution #73	Approval of Leave Replacements Teachers (Bishop)	Passed
Resolution #74	Approval of Summer School Staff (Forsberg)	Passed
Resolution #75	Approval of Appointments for the Alternative High School	Passed
Resolution #76	Approval of Additional Teaching Assignments	Passed
Resolution #77	Approval of Co-Curricular Appointments	Passed
Resolution #78	Approval of Coaching Resignations	Passed
Resolution #79	Approval of Coaching Assignments	Passed

Minutes of the September 13, 2016 BOE Mtg

Resolution #80	Approval of Substitute Teachers	Passed
Resolution #81	Approval of CSEA Resignations (Barker)	Passed
Resolution #82	Approval of CSEA Leave Replacement (Deleon)	Passed
Resolution #83	Approval of CSEA Appointments (Corwith, Shepard, Davis, Alberti, Loesch, Fallo, Melton)	Passed
Resolution #84	Approval of Substitute Support Positions	Passed
Resolution #85	Approval of Support Positions	Passed
Resolution #86	Ratification of Execution of the APPR Implementation Certification Form	Passed
Resolution #87	Approval to Correct and/or Rescind Resolutions	Passed

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

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

The Business meeting resumed at 7:06 PM

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

Resolution #66

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

5 aye

CLERK'S REPORT

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

Resolution #67

BE IT RESOLVED that the Board of Education accepts the minutes of the Business Meeting held Tuesday, August 16, 2016 and the Special Meeting held Wednesday, August 31, 2016.

5aye

PUBLIC COMMENT – None

PRESENTATIONS AND REPORTS

Mr. Richardt introduced Annalise Romagnoli who presented her Girl Scout Gold Project to the Board regarding the garden at the High School (see attached report).

Mr. Clemensen spoke about the following:

- See attached report

BUSINESS, FINANCE, AND OPERATIONS

Mr. Luce spoke about the following:

- **Auditors in the District this week closing out 2015-2016 school year**
- **Construction/bond projects complete with the exception of the High School main entrance**
- **Favorable rates on BANS and TANS continue**

On a motion by Ms. Capuano and seconded by Mr. Springer the following resolutions #68-#69 were offered in consent agenda format:

5 aye

Resolution #68

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

Budget Transfer General/Capital Report–August 2016
Appropriation Status Report – August 2016
Warrant Reports –August 2016
Cash Disbursements – August 2016
Revenue Budget Status Report – General –August 2016
Revenue Budget Status Report – Cafeteria –August 2016
Treasurer’s Monthly Report – July 2016
Capital Fund Appropriations Report –August 2016
Capital Fund Revenue Report –August 2016
Special Aid Fund Appropriations Report- August 2016
Trial Balance General Fund –August 2016
Trial Balance School Lunch Fund –August 2016
Trial Balance Capital Fund –August 2016
Trial Balance Trust and Agency Fund –August 2016
Trial Balance Special Aid Fund –August 2016
Cash Flow Report –August 2016
Internal Claims Audit Report –August 2016
Student Enrollment Report –August 2016
Students Accounts – 2015-16 Year End Report

Resolution # 69

WHEREAS, the Hampton Bays Union Free School District (“Lessee”) is a political subdivision of the state of New York (the “State”) and is duly organized and existing pursuant to the Constitution and laws of the State.

WHEREAS, pursuant to applicable law, the Board of Education of the Lessee (“Governing Body”) is authorized to acquire, dispose of and encumber real and personal property, including, without limitation, rights and interests in property, leases and easements necessary to the functions or operations of the Lessee.

WHEREAS, the Governing Body hereby finds and determines the execution of one or more lease-purchase agreements (“Equipment Leases”) in the principal amount not exceeding \$194,459.00 (“Principal Amount”) for the purpose of acquiring Technology Equipment

(“Property”) and to be described more specifically in the Equipment Leases is appropriate and necessary to the functions and operations of the Lessee.

WHEREAS, First Niagara Leasing, Inc. (“Lessor”) is expected to act as the Lessor under the Equipment Leases.

WHEREAS, the Lessee may pay certain capital expenditures in connection with the property prior to its receipt of proceeds of the Equipment Leases (“Lease Purchase Proceeds”) for such expenditures and such expenditures are not expected to exceed the Principal Amount.

WHEREAS, the U.S. Treasury Department regulations do not allow the proceeds of a tax-exempt borrowing to be spent on working capital and the Lessee shall hereby declare its official intent to be reimbursed for any capital expenditures for Property from the Lease Purchase Proceeds.

THEREFORE, BE IT RESOLVED THAT the Board of Education, upon the recommendation of the School Business Official:

Section 1. Hereby determines that it has critically evaluated the financing alternatives available to it pursuant to 2 NYCRR Section 39.2 and that entering into the Equipment Leases and financing the acquisition of the Property thereby is in the best interests of the Lessee. Such evaluation shall be available as a public record.

The specific reason for such determination is that entering into such Equipment Leases results in a lower overall cost to the Lessee. Execution of the Equipment Leases will not cause the Lessee to be in violation of the limits contained in paragraph c of subdivision 6 of Section 109-b of the General Municipal Law.

Section 2. Is hereby authorized to acquire and install the Property (the “Project”) and is hereby authorized to finance the Project by entering into the Equipment Leases. Any action taken by the Lessee in connection therewith is hereby ratified and confirmed.

Section 3. That either one of the Superintendent of Schools or the School Business Official (each an “Authorized Representative”) acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver one or more Equipment Leases in substantially the form set forth in the document presently before the Governing Body, which document is available for public inspection at the office of the Lessee. Each Authorized Representative acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver such other documents relating to the Equipment Lease (including, but not limited to, escrow agreements) as the Authorized Representative deems necessary and appropriate. All other related contracts and agreements necessary and incidental to the Equipment Leases are hereby authorized.

Section 4. By a written instrument signed by any Authorized Representative, said Authorized Representative may designate specifically identified officers or employees of the Lessee to execute and deliver agreements and documents relating to the Equipment Leases on behalf of the Lessee.

Section 5. That the aggregate original principal amount of the Equipment Leases shall not exceed the Principal Amount and shall bear interest as set forth in the Equipment Leases and the Equipment Leases shall contain such options to purchase by the Lessee as set forth therein.

Section 6. That the Lessee's obligations under the Equipment Leases shall be subject to annual appropriation or renewal by the Governing Body as set forth in each Equipment Lease and the Lessee's obligations under the Equipment Leases shall not constitute general obligations of the lessee or indebtedness under the Constitution or laws of the State.

Section 7. It is hereby determined that the purpose of the Project is an object or purpose described in subdivision 32 of paragraph (a) of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is five years.

Section 8. It is hereby determined the term of the Equipment Leases authorized by this resolution will not be in excess of five years.

Section 9. That the Governmental Body has determined that the Project is a Type II action that will not have a significant effect on the environment and, therefore, no other determination or procedures under the State Environmental Quality Review Act ("SEQR") is required.

Section 10. That the Governing Body of Lessee anticipates that the Lessee may pay certain capital expenditures in connection with the Property prior to the receipt of the Lease Purchase Proceeds for the Property. The Governing Body of Lessee hereby declares the Lessee's official intent to use the Lease Purchase Proceeds to reimburse itself for Property expenditures. This section of the Resolution is adopted by the Governing Body of Lessee for the purpose of establishing compliance with the requirements of Section 1.150-2 of Treasury Regulations. This section of the Resolution does not bind the Lessee to make any expenditure, incur any indebtedness, or proceed with the purchase of the Property.

Section 11. That the Authorized Representative is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the Equipment Leases authorized by this resolution as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Code.

Section 12. That this resolution is not subject to any mandatory or permissive referendum pursuant to the Local Finance Law or Section 109-b of the General Municipal Law.

Section 13. That this Resolution takes effect immediately upon its adoption and approval.

STUDENT SERVICES

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

Resolution #70

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 of Education.

5 aye

PERSONNEL

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

Resolution #71

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 the following individuals be granted tenure in the special subject tenure area indicated effective August 23, 2016, unless otherwise noted:

Diane Fox §30-1.7(b) Social Studies

On a motion by Mr. Springer seconded by Ms. Scully, the following resolutions #72-#85 were offered in consent agenda format:

5 aye

Approval of 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. Erica Hayes MS Common Branch Teacher
September 30, 2016 – January 6, 2017; Family Medical Leave Act
January 6, 2017 – June 30, 2017; HBTA XXIII(D)(1) Leave of
Absence

Resolution #73

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals for a leave replacement appointment for the terms, as listed below:

1. Keegan Bishop Art Education – Secondary
Effective: August 31, 2016 – September 30, 2016
Salary: MA, Step 1, \$61,193 (pro-rated)
Reason: Medical Leave of Absence, Daniel Lennon

Resolution #74

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals for the Summer School program for 2016/2017 school year as per the HBTA contract:

<u>Name</u>	<u>Position</u>
1. Dr. Stephanie Forsberg	Summer School Teacher

Resolution # 75

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Alternative School Staff for the 2016-2017 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Fran Arato	Physical Education	\$52.50/hour
2. Kelly Barrett	Math: Algebra	\$52.50/hour
3. Angela Behr	PPS: Counseling	\$52.50/hour
4. Al Brigham	Science: Living Environment	\$52.50/hour
5. Michele DeBlasio	PPS: Psychologist	\$52.50/hour
6. Justin Dulfon	English: Grade 12	\$52.50/hour
7. Andy Fotopoulos	Economics/Government	\$52.50/hour
8. Eleni Fotopoulos	TA: Computer Lab/Credit Recovery	\$34.00/hour
9. Rich Iannelli	Science: Marine Science	\$52.50/hour
10. Charles Isgro	Math: Geometry/MCB	\$52.50/hour
11. Kate Kops	Social Studies: US History 11	\$52.50/hour
12. Elizabeth Lanni	English: Grade 12 and ENL	\$52.50/hour
13. Katelyn Maresca	English: Grade 11	\$52.50/hour
14. Michelle Marrone	Bilingual: ENL	\$52.50/hour
15. Melba Martinez	Bilingual: ENL	\$52.50/hour
16. Jamie Meyer	Career: Culinary Arts	\$52.50/hour
17. Jonilyn Nelson	PPS: Counseling	\$52.50/hour
18. Laurie O'Halloran	PPS: Counseling	\$52.50/hour
19. Felipe Perez	Social Studies: Global 9	\$52.50/hour
20. Lisa Richmond	PPS: Substitute	\$52.50/hour
21. Edythe Tunney	English: Grade 9	\$52.50/hour

Resolution #76

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>	<u>Stipend</u>
1. Michelle Marrone	.5 ENL Resource Room	\$3450.00

Resolution #77

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments for the 2016-2017 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Alfred Brigham	Curriculum development	\$40.00/hour
2. Lucy Dabrowski	Curriculum development	\$40.00/hour
3. Tara Dietz	Curriculum development	\$40.00/hour
4. Nicole DiFrietus	Curriculum development	\$40.00/hour
5. Laurie Dyno	Curriculum development	\$40.00/hour
6. Michelle Edwards	Curriculum development	\$40.00/hour
7. Scott Garofola	Curriculum development	\$40.00/hour
8. Rosemary Haddock	Curriculum development	\$40.00/hour
9. Amanda Heenan	Curriculum development	\$40.00/hour
10. Katelyn Maresca	Curriculum development	\$40.00/hour
11. Carolyn McAulay	Curriculum development	\$40.00/hour
12. Jessica Mills	Curriculum development	\$40.00/hour
13. Kevin O'Toole	Curriculum development	\$40.00/hour
14. Kathleen Ambrose	Curriculum development	\$40.00/hour
15. Matthew Balistreri	Curriculum development	\$40.00/hour
16. Michael Oestreicher	Curriculum development	\$40.00/hour
17. John Roche	Curriculum development	\$40.00/hour
18. Samantha Renalds	Curriculum development	\$40.00/hour
19. Pam Renna	Curriculum development	\$40.00/hour
20. Danielle Russo	Curriculum development	\$40.00/hour
21. Shannon Hickey	CPSE Meetings (summer)	\$40.00/hour
22. Michael Carlson	CPSE Meetings (summer)	\$40.00/hour
23. Christina Facini	HS School Store	\$2265
24. Brittany Richter	HS Class Advisor–Gr 9 Co-Advisor	\$902.50 ea.
25. Francis Arato	HS Fitness Center	\$34/hour
26. Samantha Lupa	HS Fitness Center	\$34/hour
27. Teresa Loewenthal	HS Fitness Center	\$34/hour
28. Eric Ferraro	HS Musical - Set Director	\$930
29. Christine Pandolfo	HS Musical - Costumes	\$930
30. Jennifer Luckingham	HS Musical - Stage Manager	\$930
31. Rich Pandolfo	HS Musical - Technical Director	\$1750
32. Vincent Russo	HS Student Council Co-Advisor	\$1725 ea.
33. Jennifer Spota	HS Student Council Co-Advisor	\$1725 ea.

Resolution #78

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

1. Rafael Lievano, MS Football Head Coach, effective August 30, 2016.
2. John Armenia, Varsity Boys Lacrosse Coach, effective August 30, 2016.

Resolution #79

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching positions for the 2016/2017 school year as per the HBTA contract:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Rosemary Haddock	JV Girls Basketball	A2-II, \$5,731
2. Michelle Edwards	JV Softball	B2-II, \$4,776
3. Dylan Gaches	MS Girl's Lacrosse	C3-I, \$3,345
4. Brittany Richter	Assistant Girls Spring Track & Field	B2-I, \$3,980
5. Saverio Naclerio	Middle School Head Football	CI-II, \$5,095

Resolution #80

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 2016/2017 school year:

<u>Name</u>	<u>Certification</u>
1. Margaret Burke	Elementary
2. Catherine Abbott	Chemistry
3. Elizabeth Byrne	Elementary/Special Education
4. Mary Fleming	Uncertified
5. Lisa Bliss	Elementary/Special Education
6. Jacqueline Galletta	Physical Education
7. Elaine Curry	Elementary
8. Brooke Little	Elementary
9. Lindsay Emmette	Social Studies 7-12

Resolution #81

Resolved, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation of the following individual:

1. Ryan Barker, Teacher Aide, effective June 30, 2016.

Resolution #82

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

1. Susan Deleon Clerk Typist Spanish Speaking
 Effective: September 5, 2016 – October 14, 2016
 Salary: CSEA Step 1, \$32,057 (prorated)
 Reason: Leave replacement for Leah Morabito

Resolution #83

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

1. Katelyn Corwith Teacher Aide
 Effective: September 14, 2016
 Salary: Step \$18,865(prorated)
 Reason: 1:1 Mandated per IEP

2. **Lois Gail Shepard** **Teacher Aide**
 Effective: **September 14, 2016**
 Salary: **Step 1 \$18,865 (prorated)**
 Reason: **Resignation of Aileen Vanek**

3. **Marie Davis** **Teacher Aide**
 Effective: **August 31, 2016**
 Salary: **Step 1 \$18,865**
 Reason: **New Kindergarten Position**

4. **Danielle Alberti** **Teacher Aide**
 Effective: **August 31, 2016**
 Salary: **Step 1 \$18,865**
 Reason: **1:1 Mandated per IEP**

5. **Jean Loesch** **Teacher Aide**
 Effective: **August 31, 2016**
 Salary: **Step 1 \$18,865**
 Reason: **1:1 Mandated per IEP**

6. **Linda Fallo** **Teacher Aide**
 Effective: **September 12, 2016**
 Salary: **Step 1 \$18,865**
 Reason: **1:1 Mandated per 504 Plan**

7. **Kathleen Melton** **Teacher Aide**
 Effective: **September 14, 2016**
 Salary: **Step 1 \$18,865**
 Reason: **1:1 Mandated per IEP, New Entrant**

Resolution #84

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute support staff for the 2016-2017 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
1. Neal Fishenden	Teacher Aide	\$13.00/hour
2. Patricia McCrave	Clerk Typist	\$13.00/hour

Resolution #85

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following support staff for the 2016-2017 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
1. Robert Bancroft	Custodian	\$19.55/hour
2. Joseph Zatarga	Custodian	\$19.91/hour

BOARD OF EDUCATION

On a motion by Ms. Capuano, seconded by Mr. Springer, the following resolutions #86 and #87 were offered in consent agenda format:

5 aye

Resolution #86

BE IT RESOLVED, that the Board of Education hereby ratifies the execution by the Board President and Superintendent of Schools of the Implementation Certification Form for its Annual Professional Performance Review for classroom teachers and building principals covered pursuant to Education Law Section 3012-c and Part 30-2 of the Rules of the Board of Regents.

Resolution #87

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the correction and or/rescinding of the following resolutions from the following school years:

1. (16-17: #23) to now read: Lena Koutsoyiannis, Salary: Certified TA, Step 2, \$25,212.
2. (16-17: #48) to now read: Lauren D'Abramo, Salary: MA Step 1, \$61,193.
3. (16-17: #51) to now read:
 - a. John Paga, Intramurals Girls Basketball, \$1,700
 - b. Teresa Loewenthal, JV Girls Soccer Head Coach, B2-II, \$4,776
 - c. Katie Miedema, Varsity Football Cheerleading, C1-III, \$5,944
 - d. Katie Miedema, Varsity Basketball Cheerleading, B1-III, \$7,720
 - e. Kevin O'Toole, Varsity Girls Cross Country, C1-II, \$5,095
4. (16-17: #53) to now read: Ryan Ogilvie, Teacher Aide, Step 2, \$19,321.
5. (16-17: #64) rescind Authorization of Instructional Technology Project
6. (15-16: #276) to now read: The Probationary Period for Brittany Richter shall extend from August 31, 2016 to August 30, 2019
7. (15-16: #290) to read: October 14-16, 2016, Girls/Boys Cross Country, Warwick, RI

Old Business

None

New Business

None

PUBLIC COMMENT - None

ADJOURNMENT

On a motion by Mr. Springer seconded by Mr. Dunn the Business meeting adjourned at 7:40 PM.

5 aye

Respectfully submitted,

**District Clerk
Anna Marie Rojas**