

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: April 18, 2017 **KIND OF MEETING:** Business
LOCATION: HS Library **PRESIDING OFFICER:** President
MEMBERS PRESENT: Richard Joslin, Kevin Springer, Dot Capuano, Michael Dunn
(part time), Elizabeth Scully
MEMBERS ABSENT: Mike Dunn (part time)
OTHERS PRESENT: Lars Clemensen, Larry Luce, Anna Marie Rojas
CALL TO ORDER: 6:00 PM
ENTER EXECUTIVE SESSION: 6:02 PM
RESUME BUSINESS MEETING: 7:04 PM
ADJOURNMENT: 8:02 PM

| <u>Resolution #</u> | <u>Description</u> | <u>Outcome</u> |
|---------------------|--|----------------|
| Resolution #233 | Approval of Order of Agenda | Passed |
| Resolution #234 | Approval of Minutes | Passed |
| Resolution #235 | Approval of Contracts | Passed |
| Resolution #236 | Acceptance of Financial Reports | Passed |
| Resolution #237 | Approval of Budget Transfers | Passed |
| Resolution #238 | Approval of Joint Municipal Cooperative Bidding Program | Passed |
| Resolution #239 | Approval to Dispose of Equipment | Passed |
| Resolution #240 | Approval of CSE/CPSE | Passed |
| Resolution #241 | Approval of Resignations (Gostic, Corwith) | Passed |
| Resolution #242 | Approval of Leaves of Absence (Moran, Maresca, Fritzen Booras, Lanni, Allen) | Passed |
| Resolution #243 | Approval of Co-Curricular Appointments | Passed |
| Resolution #244 | Approval of Co-Curricular Enrichment Appointments | Passed |
| Resolution #245 | Approval of Substitute Teachers | Passed |

Minutes of the April 18, 2017 BOE Mtg

| | | |
|------------------------|--|---------------|
| Resolution #246 | Approval of Substitute Support Positions | Passed |
| Resolution #247 | Approval of Correcting Resolutions, 2016-2017 School Year (#100, #49 #44) | Passed |
| Resolution #248 | Approval of Overnight Field Trips (Frost Valley) | Passed |
| Resolution #249 | Adoption of 2017-2018 Proposed Budget and NYS Property Tax Report Card | 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 potential legal matter.

Mr. Dunn left the meeting after executive session ended.

The Business meeting resumed at 7:04 PM

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

Resolution #233

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

4 aye

CLERK'S REPORT

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

Resolution #234

BE IT RESOLVED that the Board of Education accepts minutes of the Business Meeting held Tuesday, March 21, 2017.

4 aye

PUBLIC COMMENT – None

PRESENTATIONS AND REPORTS

Mr. Richardt presented the Valedictorian, Erik Morastitla and the Salutatorian, Nicholas Kolb to the Board of Education.

Students of the Month of March were presented to the Board by their Principals:

- Mr. Meyer introduced Matthew Zheng for the Elementary School
- Mr. Schug introduced Isabella Jaramillo Arango for the Middle School

- **Mr. Richardt introduced Rina Tello for the High School**

Mr. Clemensen spoke about the following: (report attached)

There was a budget presentation regarding Facilities and Technology.

BUSINESS, FINANCE, AND OPERATIONS

Mr. Luce spoke about the following:

- **Contracts – BOCES**
- **Moodys Annual Comment**
- **Roof replacement**
- **Internal Auditors**

On a motion by Ms. Scully and seconded by Ms. Capuano the following resolutions #235-#249 were offered in consent agenda format:

4 aye

Resolution #235

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

- 1. Sag Harbor UFSD Health and Welfare Services Contract, 2016-2017**
- 2. Family Service League Contract and Consulting Agreement, 2017-2018**
- 3. Eastern Suffolk BOCES Facility Use Contract, 2017-2018**
- 4. Oysterponds UFSD Instructional Service Contract, 2016-2017**
- 5. South Huntington UFSD Health and Welfare Services Contract for 2016-2017**
- 6. Margaret A. Flood, Speech Language Pathologist for February 15 - June 30, 2017**

Resolution #236

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

- **Budget Transfer General/Capital Report – March 2017**
- **Appropriation Status Report – March 2017**
- **Warrant Reports – March 2017**
- **Cash Disbursements – March 2017**
- **Revenue Budget Status Report – General – March 2017**
- **Revenue Budget Status Report – Cafeteria – March 2017**
- **Appropriation Status Report- Cafeteria – March 2017**
- **Treasurer's Monthly Report – February/March 2017**
- **Capital Fund Appropriations Report – March 2017**
- **Capital Fund Revenue Report – March 2017**
- **Special Aid Fund Appropriations Report- March 2017**
- **Special Aid Fund Revenue Report – March 2017**
- **Trial Balance General Fund – March 2017**
- **Trial Balance School Lunch Fund – March 2017**

- Trial Balance Capital Fund – March 2017
- Trial Balance Trust and Agency Fund – March 2017
- Trial Balance Special Aid Fund – March 2017
- Cash Flow Report – March 2017
- Internal Claims Audit Report – March 2017
- Student Enrollment Report – March 2017

Resolution #237

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

1. \$57,492.00 to adjust for overtime and scheduling of part-time custodians.
2. \$80,000.00 to adjust to encumber for teacher retirements.
3. \$65,000.00 to adjust to encumber for teacher retirements.
4. \$293,017.74 to adjust for movement/reassignment of special education staff.
5. \$300,467.00 to adjust for movement/reassignment in the elementary school.

Resolution #238

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 UFSD, 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.

Resolution #239

RESOLVED, that the Board of Education, upon the recommendation of the School Business Official, hereby authorizes the declaration of the following as “surplus” and directs the School Business Official to dispose of the surplus in accordance with Board of Education policy and procedure:

| Manufacturer | Description | HBUFSD Asset Tag # |
|---------------------|--|---------------------------|
| Cisco | 4400 Series Wireless LAN Controller | 105992 |
| IBM | eServer | 100652 |
| IBM | Blade Server | 105991 |
| IBM | SAN | 20150096 |
| Panasonic | Network Video Recorder | 106522 |
| Cisco | 2800 Series | 107799 |
| Dell | Optiplex 755 | 106653 |
| Dell | Optiplex 780 | 107103 |
| APC | Smart UPS 1000 | 106392 |

STUDENT SERVICES

Resolution #240

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.

PERSONNEL

Resolution #241

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

1. Richard Gostic, Teacher, effective June 30, 2017, for purposes of retirement.
2. Katelyn Corwith, Teacher Aide, effective April 7, 2017.

Resolution #242

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

1. Joan Moran, Teacher, Family Medical Leave, Article XXIII(D2), 4/29/17-5/8/17
2. Katelyn Maresca, Teacher, Family Medical Leave, Article XXIII(D1), 4/17/17-6/12/17
3. Adam Fritzen, Teacher, Family Medical Leave, Article XXIII(D1), 8/31/17-10/30/17
4. Rachel Booras, Teacher, Family Medical Leave, Article XXIII(D1), 4/15/17-6/23/17
5. Elizabeth Lanni, Teacher, Family Medical Leave, Article XXIII(D1), 3/19/17-6/23/17
6. Elizabeth Lanni, Teacher, Family Medical Leave, Article XXIII(D1), 8/31/17-6/22/18
7. Catherine Allen, Teacher Aide, Leave of Absence, Article IX (D5), 3/25/17-3/24/18

Resolution #243

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments for 2016-17:

| <u>Name</u> | <u>Position</u> | <u>Stipend</u> |
|-------------------|----------------------|--------------------|
| 1. Scott Garofola | Mentor-Emily Grosse | \$950 pro-rated |
| 2. Jessica Mills | Let's Move Club | \$772.50 pro-rated |
| 3. Emily Varonier | Athletic Supervision | \$20/hour |

Resolution #244

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Enrichment Teacher Appointments for the 2016/2017 school year:

| <u>Name</u> | <u>Position</u> | <u>Stipend</u> |
|------------------|-----------------|----------------|
| 1. Wendy Alberti | Substitute | \$51.00/hour |
| 2. Maria Perez | Substitute | \$51.00/hour |

Resolution #245

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute teacher positions, as per the HBTA contract, for 2016-17:

| <u>Name</u> | <u>Certification</u> |
|----------------|----------------------|
| 1. Susan Booth | Elementary Education |

Resolution #246

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute support staff for 2016-17:

| <u>Name</u> | <u>Position</u> | <u>Salary</u> |
|------------------|-----------------|---------------|
| 1. William Nixon | Sub custodian | \$15.00/hour |

Resolution #247

RESOLVED, that the Board of Education hereby corrects the following resolutions:

1. #100 to now read: Michelle Edwards, After School AIS/English, \$51.00/hour.
2. #49 to now read:
 - a. Elizabeth Lanni, Mentor (Grosse), pro-rated.
 - b. Elizabeth Lanni, Let's Move Club, pro-rated.
 - c. Laurie Dyno, Mentor (Andrey Garro), prorated
 - d. Remove Judy Leopard as Garden Coordinator
3. #44 to now read: John Foster–JV Baseball, B2-III, \$5,572

BOARD OF EDUCATION

There were no Board Committee Reports

Resolution #248

RESOLVED, that the Board of Education hereby approves the following overnight field trips for the 2017-2018 school year:

1. 8th Grade trip to Frost Valley, Claryville, NY, November 8-10, 2017.

Resolution #249

BE IT RESOLVED, that the Board of Education adopts the proposed budget for the 2017-2018 school year in the amount of \$50,833,896 to be presented to the voters on May 16, 2017 and the NYS 2017 Property Tax Report Card.

OLD BUSINESS - None

NEW BUSINESS - None

PUBLIC COMMENT – None

ADJOURNMENT

On a motion by Mr. Springer seconded by Ms. Scully the Business meeting adjourned at 8:02 PM.

4aye

Respectfully submitted,

**Anna Marie Rojas
District Clerk**