

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: January 9, 2018 **KIND OF MEETING:** Business

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

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

MEMBERS ABSENT: None

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

CALL TO ORDER: 5:00 PM
EXECUTIVE SESSION: 5:01 PM
RESUME BUSINESS MEETING: 7:30 PM
ADJOURNMENT: 8:05 PM

<u>Resolution #</u>	<u>Description</u>	<u>Outcome</u>
Resolution #134	Approval of Order of Agenda	Passed
Resolution #135	Approval of Minutes	Passed
Resolution #136	Approval of Contracts	Passed
Resolution #137	Acceptance of Financial Reports	Passed
Resolution #138	Budget Transfers	Passed
Resolution #139	Increase in Mileage Reimbursement	Passed
Resolution #140	Award of Bid of Roofing Reconstruction High School Project	Passed
Resolution #141	Approval of Change Order	Passed
Resolution #142	Approval to Appropriate Fund Balance To General Fund 2017-2018 School Year	Passed
Resolution #143	Approval of Increase in NYS Minimum Wage	Passed
Resolution #144	Approval of Co-Curricular Appointments	Passed
Resolution #145	Approval of Appointments for Alternative High School	Passed
Resolution #146	Approval of Coaching Assignments	Passed

Resolution #147	Approval of CSEA Appointment (Moraga-Martinez)	Passed
Resolution #148	Approval of CSEA Leave Replacement Appointment (Cassella)	Passed
Resolution #149	Approval of Substitute Teaching Positions	Passed
Resolution #150	Approval of Support Positions	Passed
Resolution #151	Approval of Teachers Moving on Salary Schedule	Passed
Resolution #152	Approval to of First Reading and Adoption Of Board Regulation	Passed

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Mr. Springer called the Business meeting to order at 5:00 PM.

On a motion by Mr. Joslin the Board entered into Executive Session to discuss potential litigation.

At 7:30 PM the Business meeting resumed.

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

Resolution #134

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

5 aye

CLERK'S REPORT

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

Resolution #135

BE IT RESOLVED that the Board of Education accepts the minutes of the Business Meeting held Tuesday, December 12, 2017.

5 aye

PUBLIC COMMENT – None

PRESENTATIONS AND REPORTS

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

- **Mr. Richardt introduced Gabriel Romano for the High School**
- **Mr. Schug introduced Tania Quiros for the Middle School**
- **Mr. Meyer introduced Samantha Gabriel Arias Guzman for the Elementary School**

Mr. Richardt and Mr. Schug along with Commander William Hughes presented the Voice of Democracy and Patriot's Pen Winners:

Voice of Democracy Winners

- **Marin Smith**

- Olivia Lofstad
- Jennifer Reyes

Patriots Pen Winners

- Joshua Cardenas
- Erin Brosnan
- Carly Dunn

Mr. Clemensen spoke to the following to the Board:

- College Alumnus on Campus today
- Vaping-e-Cig Workshop tonight
- HS SAT/ACT information session
- HS Culinary Program hosting breakfast for Veterans
- Draft of 2018-2019 School Calendar
- Enrollment projections
- Approval of Bid for HS Roof
- SCAA Division III signing of student
- Planning of a summer job Fair in the Spring

BUSINESS, FINANCE, AND OPERATIONS

Mr. Luce, Assistant Superintendent for Finance and Operations spoke about the following:

- Budget 2018-2019
- Public Budget Hearing on 2/12/18
- Comptroller Meeting on 1/17/18
- Internal training on purchase policy
- MS refrigerator case
- Veterans Flag Poke plaque

On a motion by Mr. Dunn and seconded by Ms. Scully the following resolutions #136-#143 were offered in consent agenda format:

5 aye

Resolution #136

RESOLVED, that the Board of Education, upon the recommendation of the Assistant Superintendent for Finance and Operations, approves the following contracts for the 2017-2018 school year and that such contracts shall be incorporated by reference within the minutes of this meeting:

1. Big Brothers Big Sisters, amended for 2017-18.

Resolution #137

RESOLVED, that the Board of Education, upon the recommendation of the, Assistant Superintendent for Finance and Operations, accepts the following Financial Reports:

1. Budget Transfer General/Capital Report–December 2017
2. Appropriation Status Report – December 2017
3. Warrant Reports –December 2017

4. **Cash Disbursements – December 2017**
5. **Treasurer’s Monthly Report – November 2017**
6. **Revenue Budget Status Report – General –December 2017**
7. **Revenue Budget Status Report – Cafeteria –December 2017**
8. **Appropriation Status Report- Cafeteria –December 2017**
9. **Treasurer’s Monthly Report – November 2017**
10. **Capital Fund Appropriations Report –December 2017**
11. **Capital Fund Revenue Report –December 2017**
12. **Special Aid Fund Appropriations Report- December 2017**
13. **Trial Balance General Fund –December 2017**
14. **Trial Balance School Lunch Fund –December 2017**
15. **Trial Balance Capital Fund –December 2017**
16. **Trial Balance Trust and Agency Fund –December 2017**
17. **Trial Balance Special Aid Fund –December 2017**
18. **Trial Balance Extracurricular Fund –December 2017**
19. **Cash Flow Report –November 2017**
20. **Internal Claims Audit Report –December 2017**
21. **Student Enrollment Report –December 2017**

Resolution #138

BE IT RESOLVED, that upon the recommendation of the Assistant Superintendent for Finance and Operations, the Board of Education approves the budget transfers, as per the attached documentation:

1. **\$15,519.37 to adjust for out of district tuition costs;**
2. **\$94,122.00 to adjust salary codes for teacher transfer;**
3. **\$118,740.00 to adjust for us of teacher assistants instead of teacher aides;**

Resolution #139

RESOLVED, that the Board of Education, upon the recommendation of the Assistant Superintendent for Finance and Operations, hereby approves the rate of mileage reimbursement at \$0.54.5 per mile beginning January 1, 2018, as per the attached documentation.

Resolution #140

WHEREAS, the Board of Education, in accordance with Article 5-A of the General Municipal Law, invited sealed proposals for a contract in connection with the Bond Referendum Projects, SED No. 58-09-05-02-0-010-015, which proposals were opened publicly on December 19, 2017; and

WHEREAS, the following contractors were determined to the lowest responsible and responsive bidders for the project in connection with such project, as recommended by the architectural firm of Burton Behrendt Smith;

THEREFORE, BE IT RESOLVED, that the Board hereby awards the contract to the bidder specified herein for the Projects as set forth above, for the prices specified and in accordance with the plans and specifications for such public works projects:

1. **Statewide Roofing, Inc., 2120 Fifth Avenue, Ronkonkoma, NY 11779**

Base Bid #1

\$1,889,769.00

Add Alternate #1 (Roof area A)	119,669.00
Add Alternate #2 (Roof areas N, N and O)	94,569.00
Add Alternate #3 (Roof area P and Q)	162,244.00
Add Alternate #4 (Roof area R, S and T)	379,969.00
Add Alternate #5 (Audit Mansard)	396,169.00
Add Alternate #6 (East soffit and Facial)	-1,500.00
Total Award	\$3,040,889.00

AND BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the execution of said contracts by the Superintendent of Schools in a form to be approved by the District's legal counsel and to provide for the furnishing of the required security for the performance of said contracts (e.g., performance bond and labor and materials payment bond) in the amount of the respective individual contract prices and in the form specified in the in the Bid Documents.

Resolution #141

RESOLVED, that the Board of Education, upon the recommendation of the Assistant Superintendent for Operations & Finance, hereby approves the following Change Orders:

1. No. 5, SED No.: 58-09-05-02-0-010-014 (re-Bid) in the amount of \$9,990.00 for Preferred., the general construction contract, as per the attached documentation.

Resolution #142

BE IT RESOLVED, upon the recommendations of the Assistant Superintendent of Finance and Operations and the Assistant Superintendent of Student Services, that the Board of Education hereby appropriates the sum of \$231,539.60 from unreserved unappropriated fund balance in the General Fund for the purpose of paying for IEP mandated Out of District Special Education Placements that were not foreseeable prior to the start of the 2017-2018 school year; and

BE IT FURTHER RESOLVED that the Board hereby amends the Budget for the 2017-2018 school year by increasing the revenue side of the Budget by \$231,539.60 in the appropriate Revenue Account Codes, thereby increasing the 2017-2018 by the corresponding amount, as referenced in the minutes.

Resolution #143

RESOLVED, that the Board of Education upon the recommendation of the Assistant Superintendent of Finance and Operations increase the Minimum Wage in accordance with the NYS General Minimum Wage Rate Schedule from \$10.00 to \$11.00 per hour, effective December 31, 2017 and to increase those employees impacted by the rate increase.

STUDENT SERVICES - NONE

PERSONNEL

On a motion by Ms. Capuano, seconded by Mr. Joslin the following resolutions #144-#151 were offered in consent agenda format:

5 aye

Resolution #144

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments for the 2017-2018 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Baron, Caitlin	HS Musical - Producer	\$645
2. Burger, Joseph	AIS – Social Studies	\$38.88/hour
3. Dulfon, Justin	Teacher teaching Teachers	\$41.50/hour
4. Martinez, Melba	Bilingual LE Extra Help	\$53/hour
5. Marrone, Michelle	Bilingual LE Extra Help	\$53/hour
6. Pece, Peter Dr.	HS Musical-Musical Director	\$2,600

Approval of Appointments for the Alternative High School

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Alternative School Temporary Staff for the 2017-18 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Alexander, Bridget	SWD K-12	\$54.50
2. Burkhardt, Diane	SWD K-12, ELA 7-12	\$54.50
3. Carlson, Michael	Spanish 7-12, ESOL K-12	\$54.50
4. DeStefano, Jennifer	SWD -12, Literacy	\$54.50
5. Dulfon, Justin	ELA 7-12	\$54.50
6. Facini, Christina	Math 7-12, Physics 7-12, Chemistry 7-12, Earth Science 7-12, Biology 7-12	\$54.50
7. Fotopoulos, Andrew	Math 7-12, Business 7-12	\$54.50
8. Isgro, Charles	Math 7-12	\$54.50
9. Martinez, Melba	Biology 7-12, ESOL K-12, Bilingual	\$54.50
10. McErlean, Kathleen	ELA 7-12, ESOL K-12	\$54.50
11. Richter, Brittany	Social Studies 7-12, SWD 7-12	\$54.50
12. Rozzi, Jacqueline	ESOL K-12	\$54.50
13. Spielman, Robin	ELA 7-12, ESOL K-12	\$54.50
14. Spinelli, Amy	Social Studies 7-12, ESOL K-12	\$54.50

Resolution #145

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching positions for the 2017-2018 school year as per the HBTA contract:

<u>Name</u>	<u>Position</u>	<u>Level</u>	<u>Stipend</u>
1. Whiffen, Krystle	JV Girls Lacrosse	B2-1	\$4,139

Resolution #146

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

- | | |
|------------------------------|--|
| Yancy Moraga-Martinez | Custodian |
| Effective: | January 10, 2017 |
| Salary: | CSEA Step 1, \$41,070 (pro-rated) |
| Reason: | Termination of Robert Coffey |

Resolution #148

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals for a Leave Replacement:

- | | |
|--------------------|---------------------------------|
| 1. Edward Cassella | Custodian |
| Effective: | January 2, 2018 – June 30, 2018 |
| Salary: | \$41,070 (prorated) |
| Reason: | T. O'Reilly Leave of Absence |

Resolution #149

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute teachers for the 2017-2018 school year at the approved rate as per the HBTA contract:

- | <u>Name</u> | <u>Position</u> |
|-----------------------|-----------------|
| 1. Joseph McCaffery | Non-certified |
| 2. Sydney Cerase | Non-certified |
| 3. Samantha Czeczotka | Non-certified |
| 4. Brian Neiderman | Non-certified |

Resolution #150

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following support staff for the 2017-2018 school year:

- | <u>Name</u> | <u>Position</u> | <u>Salary</u> |
|--------------------------|------------------|---------------|
| 1. Norah Doyle | Teacher Aide | \$13.00/hour |
| 2. Laura Londono | Teacher Aide | \$13.00/hour |
| 3. Maribel Obando | Teacher Aide | \$13.00/hour |
| 4. Hana Simpson-Heavy | Teacher Aide | \$13.00/hour |
| 5. Mackenzie Engeldrum | Teacher Aide | \$13.00/hour |
| 6. Zejnije Fetahaj | Concession Stand | \$25.00/hour |
| 7. Felipa Fuiz | Concession Stand | \$25.00/hour |
| 8. Andrea Nickerson | Custodian | \$15.00/hour |
| 9. Roxana Alpizar Campos | Custodian | \$15.00/hour |
| 10. Francesco Ligregni | Custodian | \$15.00/hour |
| 11. Hava Neziraj | Guard | \$19.75/hour |

Resolution #151

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorizes the following salary-schedule movements, as contractually-allowed and verified and authorizes the funding of those monies necessary to implement the provisions of the agreement:

- | <u>Name</u> | <u>Achieved Education Level</u> |
|-------------------------|---------------------------------|
| 1. Carmichael, Christie | MA15 |
| 2. Warren, Christopher | MA15 |

BOARD OF EDUCATION

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

Resolution #152

BE IT RESOLVED, that the Board of Education hereby approves the first reading and adoption of the following Board Regulation:

- 1. 6245.R Fund Balance Policy Regulation**
- 2. 9130.E1 Social Media Guidelines**

Old Business

None

New Business

None

PUBLIC COMMENT - NONE

ADJOURNMENT

On a motion by Mr. Dunn seconded by Ms. Capuano the Business meeting adjourned at 8:05 PM.

5 aye

Respectfully submitted,

**District Clerk
Anna Marie Rojas**