

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT**

**DATE:** December 12, 2017                      **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:** 5:45 PM  
**EXECUTIVE SESSION:** 5:46 PM  
**RESUME BUSINESS MEETING:** 7:03 PM  
**ADJOURNMENT:** 7:53 PM

<b><u>Resolution #</u></b>	<b><u>Description</u></b>	<b><u>Outcome</u></b>
<b>Resolution #112</b>	<b>Approval of Order of Agenda</b>	<b>Passed</b>
<b>Resolution #113</b>	<b>Approval of Minutes</b>	<b>Passed</b>
<b>Resolution #114</b>	<b>Approval of Contracts</b>	<b>Passed</b>
<b>Resolution #115</b>	<b>Acceptance of Financial Reports</b>	<b>Passed</b>
<b>Resolution #116</b>	<b>Budget Transfers</b>	<b>Passed</b>
<b>Resolution #117</b>	<b>Acceptance of Donation (Book Fairies)</b>	<b>Passed</b>
<b>Resolution #118</b>	<b>Approval of Change Order</b>	<b>Passed</b>
<b>Resolution #119</b>	<b>Approval of Disposal of Equipment</b>	<b>Passed</b>
<b>Resolution #120</b>	<b>Approval of CSE/CPSE Services</b>	<b>Passed</b>
<b>Resolution #121</b>	<b>Approval of Resignation (Reimer)</b>	<b>Passed</b>
<b>Resolution #122</b>	<b>Approval of Leaves of Absence (Edwards, Pettas, Niewadomski)</b>	<b>Passed</b>
<b>Resolution #123</b>	<b>Approval of Co-Curricular Appointments</b>	<b>Passed</b>
<b>Resolution #124</b>	<b>Approval of Co-Curricular Enrichment Appointments</b>	<b>Passed</b>
<b>Resolution #125</b>	<b>Approval of Create CSEA Position Creation</b>	<b>Passed</b>

**And Abolition**

<b>Resolution #126</b>	<b>Approval of CSEA Leave Replacement Appointment (Pettas)</b>	<b>Passed</b>
<b>Resolution #127</b>	<b>Approval of Substitute Teaching Positions</b>	<b>Passed</b>
<b>Resolution #128</b>	<b>Approval of Support Positions</b>	<b>Passed</b>
<b>Resolution #129</b>	<b>Approval of Substitute Support Positions</b>	<b>Passed</b>
<b>Resolution #130</b>	<b>Approval to Correct an Approved Resolution</b>	<b>Passed</b>
<b>Resolution #131</b>	<b>Approval of Overnight Field Trips</b>	<b>Passed</b>
<b>Resolution #132</b>	<b>Ratification of Supplemental MOA with HB Administrators Association</b>	<b>Passed</b>
<b>Resolution #133</b>	<b>Ratification of Supplemental MOA with Civil Service Employees Association</b>	<b>Passed</b>

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**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

Mr. Springer called the Business meeting to order at 5:45 PM.

On a motion by Mr. Dunn the Board entered into Executive Session to discuss potential litigation and a student-specific matter.

At 7:03 PM the Business meeting resumed.

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

**Resolution #112**

**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 Mr. Joslin the following resolution was offered:

**Resolution #113**

**BE IT RESOLVED** that the Board of Education accepts the minutes of the Business Meeting held November 14, 2017 and the Special Meeting held November 21, 2017.

5 aye

**PUBLIC COMMENT – None**

**PRESENTATIONS AND REPORTS**

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

- Mr. Richardt introduced Tashnia Dallas for the High School
- Mr. Schug introduced Stephen Sutton for November and Benjamin Marin for the Month of October for the Middle School
- Mr. Meyer introduced Samantha Tacuri-Chuqui for the Elementary School

Lindsay Dunn and Ava Bianchi preformed for the Board signing holiday songs.

Mr. Clemensen spoke presented his Report to the Board. See attached report.

**BUSINESS, FINANCE, AND OPERATIONS**

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

- **State Comptroller Audit**
- **Update Finance Manager software**
- **Change orders**
- **Disposal of equipment**
- **Contracts**
- **Budget transfer**

**On a motion by Mr. Dunn and seconded by Mr. Joslin the following resolutions #114-#119 were offered in consent agenda format:**

**5 aye**

**Resolution #114**

**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 of Long Island;**
- 2. Just Kids Early Childhood Learning Center, for federal flow-through funds;**
- 3. NYT Kids, for bilingual services;**
- 4. FBA of Syosset, for federal Flexible Spending Account administration.**
- 5. Lea DeFrancisci, for Psychiatric Evaluations services.**

**Resolution #115**

**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–November 2017**
- 2. Appropriation Status Report – November 2017**
- 3. Warrant Reports –November 2017**
- 4. Cash Disbursements – November 2017**
- 5. Revenue Budget Status Report – General –November 2017**
- 6. Revenue Budget Status Report – Cafeteria –November 2017**
- 7. Appropriation Status Report- Cafeteria –November 2017**
- 8. Capital Fund Appropriations Report –November 2017**
- 9. Capital Fund Revenue Report –November 2017**
- 10. Special Aid Fund Appropriations Report- November 2017**
- 11. Trial Balance General Fund –November 2017**
- 12. Trial Balance School Lunch Fund –November 2017**
- 13. Trial Balance Capital Fund –November 2017**
- 14. Trial Balance Trust and Agency Fund –November 2017**
- 15. Trial Balance Special Aid Fund –November 2017**
- 16. Trial Balance Extracurricular Fund –November 2017**
- 17. Student Accounts First Quarter Report 2017**
- 18. Internal Claims Audit Report –November 2017**
- 19. Student Enrollment Report –November 2017**

**Resolution #116**

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

1. \$22,910.46 to adjust for out of district special education costs in the 2016-17 year.

**Resolution #117**

**RESOLVED**, that the Board of Education gratefully accepts a donation of 60 Adult and 280 Young Adult books, from the Book Fairies, in Freeport, to be distributed to families and children.

**Resolution #118**

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

1. No. 4, SED No.: 58-09-05-02-0-010-014 in the amount of \$8,797.00 for Preferred., the general construction contract, as per the attached documentation.

**Resolution #119**

**RESOLVED**, that the Board of Education, upon the recommendation of the Assistant Superintendent of Finance and Operations approves the sale/disposal of the refrigerated merchandiser case from the MS Cafeteria (Tag #105883) and 3 cabinets of microfilm from the HS Library (Tag #s 000519 and 000520), as per the attached documentation.

**STUDENT SERVICES**

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

**Resolution #120**

**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 Mr. Joslin, seconded by Ms. Capuano the following resolutions #121-#130 were offered in consent agenda format, with Mr. Dunn recusing himself of resolutions #127 and #129:

5 aye

**Resolution #121**

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

1. Alex Reimer, Teacher Aide, effective January 19, 2018.

**Resolution #122**

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

1. Michelle Edwards, Teacher, Family Medical Leave Act  
December 11, 2017 through March 16, 2018
2. Robert Pettas, Custodian, Article IX(D)(5), Leave of Absence  
December 4, 2017 through December 3, 2018, Article IX(D)(5)
3. Laura Niewadomski, Teacher Aide, FMLA and Leave of Absence  
December 22, 2017 through April 14, 2018 FMLA  
April 14, 2018 through June 22, 2018, Article IX(D)(5), Leave of Absence

**Resolution #123**

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

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Stipend</u></b>
1. Stacey Naglieri	Aspire Facilitator	\$1500 (prorated)
2. Christina Chiarulli	Psychologist	\$1500 (prorated)
3. Vicki Manzullo	Aspire Teacher/TA	\$1000 (prorated)
4. Eric Ferraro	HS Musical – Set Director	\$970
5. Richard Iannelli	AIS-Science	\$38.88/hour

**Resolution #124**

**RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Enrichment Teacher Appointments for the 2017/2018 school year:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Stipend</u></b>
1. Lauren Mikelinich	Substitute	\$53.00/hour

**Resolution #125**

**WHEREAS**, effective June 30, 2017, Mrs. Marie Kennedy, Clerk Typist in the Office of Student Services retired; and

**WHEREAS**, at the recommendation of the Superintendent of Schools, the replacement of Mrs. Kennedy's position should be filled using the Clerk Typist-Spanish Speaking candidate pool as established by the Suffolk County Department of Civil Service;

**THEREFORE BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the position "Clerk Typist" that was previously held by Mrs. Kennedy shall now be "Clerk Typist-Spanish Speaking" and that the District shall file the necessary paperwork with the Suffolk County Department of Civil Service.

**Resolution #126**

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

- |                         |                                    |
|-------------------------|------------------------------------|
| <b>1. Robert Pettas</b> | <b>Head Custodian</b>              |
| Effective:              | December 4, 2017- December 3, 2018 |
| Salary:                 | Step 2, \$50,450 (prorated)        |
| Reason:                 | Leave of Absence of Matthew Rothar |

**Resolution #127**

**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. Virginia Hennessey	Elementary
2. Stephanie Shapiro	Elementary
3. Taylor Dunn	Non-certified
4. Erin Spellman	Non-certified

**Resolution #128**

**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. Rebecca Guerin	Clerk Typist	\$17.79/hour

**Resolution #129**

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>
1. Stephen Shapiro	Teacher Aide	\$13.00/hour
2. Fernanda Ribeiro	Teacher Aide	\$13.00/hour
3. Taylor Dunn	Teacher Aide	\$13.00/hour
4. Maria Jimenez Gonzalez	Sub Custodian	\$15.00/hour

**Resolution #130**

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

1. #96, 2017-2018: Matthew Rothar, effective December 4, 2017-December 3, 2018.

**BOARD OF EDUCATION**

On a motion by Ms. Scully, seconded by Mr. Dunn, the following resolutions #131-#133 were offered in consent agenda format:

**Resolution #131**

**RESOLVED**, that the Board of Education upon the recommendation of the Superintendent of Schools, hereby approved the following overnight field trips:

1. Boys/Girls Track and Field, The Armory Track, New York, NY, January 12-13, 2018
2. Varsity Softball, Orlando, Florida, March 14-18, 2018.

**Resolution #132**

**WHEREAS, the negotiating teams for the Hampton Bays Union Free School District (“District”) and the Hampton Bays Administrators’ Association (“HBTA”) believed it in their mutual interest to enter into an agreement;**

**WHEREAS, the Board is required by law to approve the expenditure of monies required to fund the provisions of the Collectively Negotiated Agreement;**

**NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies the Supplemental Memorandum of Agreement between the District and the HBTA dated November 21, 2017 and authorizes the funding of those monies necessary to execute the agreement.**

**Resolution #133**

**WHEREAS, the negotiating teams for the Hampton Bays Union Free School District (“District”) and the Hampton Bays Civil Service Employees Association (“CSEA”) believed it in their mutual interest to enter into an agreement;**

**WHEREAS, the Board is required by law to approve the expenditure of monies required to fund the provisions of the Collectively Negotiated Agreement;**

**NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies the Supplemental Memorandum of Agreement between the District and the CSEA dated November 1, 2017 and authorizes the funding of those monies necessary to execute the agreement.**

**5 aye**

**Old Business**

**None**

**New Business**

**None**

**PUBLIC COMMENT**

- **Mr. Ortiz –**
  - **Vaping program for parents/translation**
  - **Social medial platform**
  - **Google maps**
  - **Congratulations to Mr. Pettas**

**ADJOURNMENT**

**On a motion by Ms. Capuano seconded by Mr. Dunn, the Business meeting adjourned at 7:53 PM.**

**5 aye**

**Respectfully submitted,**

**District Clerk  
Anna Marie Rojas**