

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT
86 East Argonne Road
Hampton Bays, New York 11946**

Board of Education

*Kevin Springer, President
Richard Joslin, Vice President
Dot Capuano, Trustee
Liz Scully, Trustee
Anne Culhane, Trustee*

*Lars Clemensen, Superintendent of Schools
Anna Marie Rojas, District Clerk*

OFFICIAL AGENDA – November 13, 2018
Hampton Bays High School Auditorium.

7:00 PM -- BUSINESS MEETING
Audit Committee Meeting – 5:00 PM

It is expected that the Board of Education will enter Executive Session immediately following the Audit Committee Meeting and prior to the scheduled public meeting to begin at 7:00pm to discuss an issue related to collective bargaining and a student-specific discipline issue.

1. OPENING PROCEDURES

- A) **Call to Order**
- B) **Pledge of Allegiance**
- C) **Announcement of Emergency Exits -- Please note the marked emergency exits.**
- D) **Approval of Order of Agenda**

2. CLERK’S REPORT

- A) **Approval of Minutes**
BE IT RESOLVED that the Board of Education accepts minutes of the Business Meeting held Tuesday, October 9, 2018 and the Special Meeting held, October 19, 2018.

Note: draft minutes will be available on the District’s website approximately two weeks following business meetings.

- B) **Public Comment**
Speakers will be recognized who wish to address the Board on agenda items only.

3. PRESENTATIONS AND REPORTS

- A) **Students of the Month – October**
 - *Eli Spellman - October* *Marc Meyer*
 - *Minal Naeem - October* *Dennis Schug*
 - *Zach Bahamondes – September*
 - *Ryan Allen – October* *Christopher Richardt*
- B) **National Honor Society Induction**
 - Rebecca Cabrera* *Katie Drohan*
 - Nicole Culmone* *Sarah Fassino*
 - Christopher Gulotta* *Emily Peyton*
 - Maryrose O’Connell*
- C) **American Legion Ladies Auxiliary** **Mrs. Pam Ryan**

- D) **Superintendent of Schools** *Lars Clemensen*
- E) **Assistant Superintendent for Finance and Operations** *Larry Luce*

4. BUSINESS, FINANCE, AND OPERATIONS

A) Approval of Contracts

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

- 1. Diana Kolhoff, Professional Development Provider, 2018-2019*
- 2. Pupil Benefits Plan, Inc., Student Accident Insurance, 2018-2019*
- 3. All About Kids, therapy and evaluation services, 2018-2019*
- 4. Section 611/619 Flow-through Fund for early childhood education; Cleary School for the Deaf; Alternatives for Children; Just Kids Early Childhood Learning Center; and Suffolk County Dept. of Health Services, 2018-2019*

B) Financial Reports

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

- 1. Appropriation Status Report – General, October 2018*
- 2. Appropriation Status Report – Cafeteria, September Revised 2018*
- 3. Appropriations Report – Capital. October 2018*
- 4. Appropriations Report – Special Education, October 2018*
- 5. Budget Transfer General/Capital Report, October 2018*
- 6. Warrant Reports, October 2018*
- 7. Cash Disbursements, October 2018*
- 8. Revenue Budget Status Report – General, October 2018*
- 9. Revenue Budget Status Report – Cafeteria, October 2018*
- 10. Treasurer’s Monthly Report, September 2018*
- 11. Trial Balance General Fund, May 2018*
- 12. Trial Balance School Lunch Fund, September 2018*
- 13. Trial Balance Capital Fund, October 2018*
- 14. Trial Balance Trust and Agency Fund, October 2018*
- 15. Trial Balance Special Aid Fund, October 2018*
- 16. Trial Balance Extracurricular Fund, October 2018*
- 17. Cash Flow Report, September 2018*
- 18. Internal Claims Audit Report, September/October 2018*
- 19. Student Enrollment Report, October 2018*

C) Budget Transfers

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. \$102,267 to adjust for middle school teacher reassignment, as per the attached.*

D) Establishment of Reserve Accounts

WHEREAS, the Board of Education has previously established the following reserve funds: Workers' Compensation Reserve Fund, Employee Benefit Accrued Liability Reserve Fund, Retirement System Reserve Fund, and Repair Reserve Fund, and now wishes to provide additional funding in said reserve funds;

THEREFORE, BE IT RESOLVED, that the Board hereby authorizes and directs the Assistant Superintendent for Finance and Operations to transfer funds from unappropriated unreserved fund balance for the 2017-18 school year to such reserve funds in accordance with the attachment hereto, which is made part of this resolution.

E) SEQRA Resolution – High School Library Renovation

WHEREAS, the Board of Education desires to embark upon a renovation of the high school library including the installation of air conditioning (Project); and

WHEREAS, the Board of Education, as the only involved agency, has examined all information related to the Project and has determined that the project is classified as a Type II Action as defined by Section 617.5(c)(8) of the State Environmental Quality Review Act (SEQRA) Regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby declares itself lead agency in connection with the requirements of SEQRA; and

BE IT FURTHER RESOLVED that the Board of Education hereby declares that the Project a Type II Action, pending the approval of the New York State Office of Parks, Recreation and Historic Preservation, requires no further review under SEQRA.

F) Acceptance of Independent Audit Report 2017-2018

RESOLVED, that the Board of Education upon the recommendation of the Assistant Superintendent of Finance and Operations, hereby accepts the Independent Audit and Financial Statement Reports for the school year dated July 1, 2017 – June 30, 2018.

G) Acceptance of Donation

RESOLVED, that the Board of Education hereby accepts the following donations.

- 1. HP All-in-One computer and an HP inkjet printer; approximate value of \$250 from Mr. Phil Metzger.*
- 2. 21 chess sets and 1 chess tactics book for the Hampton Bays High School Chess Club; approximate value of \$350 from Wesley Wang, CHESSanity.*

H) Approval of Change Order

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

- 1. No. 3, SED No.: 58-09-05-02-0-003-014; a Deduct in the amount of \$5,000.00 for Patriot Organization, the general construction contract for the Elementary School bathroom renovation, as per the attached documentation.*

I) Approval to Dispose of Equipment

RESOLVED, that the Board of Education, upon the recommendation of the School Business Official, hereby authorizes the declaration of the following attached list as "surplus" and

directs the School Business Official to dispose of the surplus in accordance with Board of Education policy and procedure.

Description	Count	Description	Count
Fiber Switch	2	SAN	1
UPS	11	Projector	32
Router	1	Interactive Panel	23
Switch	21	Point-of-Sale Terminal	4
Desktop PC	613	Computer Safe	12
Laptop	74	Mobile Computer Cart	15
Tablet	60	Cabinet	1
Server	1	Wireless Access Point	33
Cannon Photocopier	1		

5. STUDENT SERVICES -NONE

6. PERSONNEL

A) 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. *Marian Fink; October 15, 2018 through October 26, 2018 FMLA*
2. *Laura West; September 5, 2018 through October 19, 2018, FMLA*
3. *Stephanie Tam; November 11, 2018 through January 1, 2019, FMLA*
4. *Dawn Reimer; October 18, 2018 through November 13, 2018, Hardship XXIII D(2)*

B) Approval of Additional Teaching Assignments

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>
1. <i>Katie Drohan</i>	<i>Spanish</i>
2. <i>Jacqueline Rozzi</i>	<i>Algebra II</i>
3. <i>Robin Spielman</i>	<i>ENL</i>

C) Acceptance of Co-Curricular Resignations

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

1. *Debra Liso, Assistant Musical Director, effective October 24, 2018.*

D) Approval of Coaching Assignments

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching positions for the 2018/2019 school year as per the HBTA contract:

<u>Name</u>	<u>Position</u>	<u>Level</u>
1. <i>Kaitlin Cooper</i>	<i>JV Softball</i>	<i>B2-I</i>

- | | | | |
|----|----------------|---------------------|------|
| 2. | Linda Schmidt | JV Girls Basketball | A2-1 |
| 3. | Kristin Webber | MS Girls Lacrosse | C3-1 |

E) Approval of Co-Curricular Appointments 18-19

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following co-curricular appointments for the 2018-19 school year:

<u>Name</u>	<u>Position</u>
1. Eric Ferraro	Musical- Set Director
2. Carolyn Calderaro	Musical – Make-up
3. Meaghan Metzger	Musical – Musical Director
4. Jennifer Spota	Musical – Costumes
5. Teresa Loewenthal	Musical – Stage Manager
6. Rachel Kelsh	Teacher teaching Teachers
7. Jonathan DellaSperanza	Curriculum Dev. STEAM
8. Kathy Algieri	Professional Development
9. Patricia Biscardi	Professional Development
10. Melinda Brown	Professional Development
11. Liliana Cacace	Professional Development
12. Amy Dunkirk	Professional Development
13. June Eaton	Professional Development
14. Suzanne Lewis	Professional Development
15. Kathleen Palmieri	Professional Development
16. Janis Poremba	Professional Development
17. Linda Schmidt	Professional Development

F) 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 Staff for the 2018/2019 school year:

<u>Name</u>	<u>Position</u>
1. Tara Dietz	Algebra
2. Diane Burkhardt	Global History
3. Jennifer Destefano	English
4. Katelyn Maresca	English
5. Alfred Brigham	Living Environment
6. Krystle Whiffen	Geometry
7. Christina Facini	Chemistry R
8. Claudine Burkhardt	French 3
9. Nicole Squires	US History DSC

G) Approval of Substitute Teaching Positions

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute teachers for the 2018-2019 school year at the approved rate as per the HBTA contract:

<u>Name</u>	<u>Position</u>
1. Juliet Lyons	Non Certified
2. Linda Gubitosa	Spanish
3. Richard Belva	Special Education

- 4. Dyana Orrego Non-Certified
- 5. Virginia Hennessy Elementary

H) Approval of CSEA Appointments

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

- 1. Glenda Guevara Teacher Aide
 Effective: November 13, 2018
 Salary: Step 1, CSEA (pro rated)
 Reason: Resignation of J. Snell
- 2. Francesco Ligregni Groundskeeper I
 Effective November 5, 2018
 Salary: Step 1, CSEA (pro rated)
 Reason Resignation of C. Postiglione
- 3. Michael Lloyd Network and Systems Specialist II
 Effective: November 14, 2018
 Salary: Step 4, CSEA (pro-rated)
 Reason: Promotional Position as per Technology Restructure

I) Approval CSEA Leave Replacement Appointments

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

- 1. Andrea Nickerson Custodian
 Effective November 14, 2018
 Salary: Step 1, CSEA (pro rated)
 Reason: Leave for Vincent DeMartino

J) Approval of Support Positions

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following support staff for the 2018-2019 school year:

- | <u>Name</u> | <u>Position</u> |
|----------------------|-----------------|
| 1. Maria Yuvi Molina | Teacher Aide |
| 2. Johanna Siguenza | Teacher Aide |
| 3. Johanna Siguenza | Monitor |
| 4. Lauran Kacherski | Teacher Aide |
| 5. Ricky Stewart | Custodian |
| 6. Laurel Bertolas | Teacher Aide |

K) Approval of Support Positions

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following support staff for the 2018/19 school year:

- | <u>Name</u> | <u>Position</u> |
|---------------------------|-----------------|
| 1. Maribel Obando Moncada | School Monitor |

7. BOARD OF EDUCATION

A) Acceptance of Plan to Prohibit Lunch Shaming

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby adopts Board of Education Policy 8505 Exhibit 2, Prohibition of Lunch Shaming Plan, and authorizes the superintendent and Food Services Manager to implement the plan and post to the school's website.

B) First Reading and Adoption of Board Policy Amendment

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby conducts First Reading and Adoption of the following policy and hereby waives the Second Reading:

- 1. 8505 Charging School Meals and Prohibition Against Shaming

C) Acceptance of Extra-Curricular Charters

BE IT RESOLVED, that the Board of Education, at the recommendation of the Superintendent of Schools, accepts the Charters of Student Clubs and Organizations, as listed, for the period July 1, 2018 through June 30, 2019.

- | | | |
|-------------------------|--|-------------------------|
| <i>HS Cheerleading</i> | <i>HS College & Career Exploration</i> | <i>HS Music</i> |
| <i>HS Golf</i> | <i>HS FBLA</i> | <i>HS Robotics</i> |
| <i>HS Girls Soccer</i> | <i>HS Key Club</i> | <i>HS Varsity Club</i> |
| <i>Class of 2022</i> | <i>HS Leo Club</i> | <i>MS Class of 2025</i> |
| <i>ES Student Store</i> | <i>ES K-Kids</i> | |

D) Approval of Overnight Field Trips 2018-2019

RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorizes the following:

- 1. Future Business Leaders of America, Atlanta, GA, April 3-6, 2019.

E) Approval of Budget Calendar

F) Work Group Review

- 1. Facilities, October 18, 2018
- 2. Curriculum, November 8, 2018 (rescheduled, TBD)

8. PUBLIC COMMENT

Persons may address the Board of Education on any matters of interest or concern. The Board President will recognize all speakers. Time limits may be imposed based upon agenda needs.

9. ADJOURNMENT