

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: November 13, 2018 **KIND OF MEETING:** Business

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

MEMBERS PRESENT: Kevin Springer, Rich Joslin, Dot Capuano, Elizabeth Scully
Anne Culhane

MEMBERS ABSENT: None

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

CALL TO ORDER: 5:00 PM
BEGIN AUDIT COMMITTEE MEETING: 5:01 PM
CLOSE AUDIT COMMITTEE MEETING: 5:15 PM
ENTER EXECUTIVE SESSION: 5:16 PM
RESUME BUSINESS MEETING: 7:07 PM
ADJOURNMENT: 7:44 PM

Resolution #	Description	Outcome
Resolution #109	Approval of Order of Agenda	Passed
Resolution #8110	Approval of Minutes	Passed
Resolution #111	Approval of Contracts	Passed
Resolution #112	Acceptance of Financial Reports	Passed
Resolution #113	Approval of Budget Transfers	Passed
Resolution #114	Establishment of Reserve Accounts	Passed
Resolution #115	SEQRA – High School Library Renovation	Passed
Resolution #116	Acceptance of Independent Audit Report 17-18	Passed
Resolution #117	Acceptance of Donation	Passed
Resolution #118	Approval of Change Order-Elementary School	Passed
Resolution #119	Approval to Dispose of Equipment	Passed
Resolution #120	Approval of Leave of Absence (Fink, West, Tam, Reimer)	Passed
Resolution #121	Approval of Additional Teaching Assignments	Passed

Resolution #122	Approval of Co-Curricular Resignations	Passed
Resolution #123	Approval of Coaching Assignments	Passed
Resolution #124	Approval of Co-Curricular Appointments	Passed
Resolution #125	Approval of Appointments for Alternative High School	Passed
Resolution #126	Approval of Substitute Teaching Positions	Passed
Resolution #127	Approval of Civil Service Appointments (Guevara, Ligregni, Lloyd)	Passed
Resolution #128	Approval of Civil Service Leave Replacement Appointments	Passed
Resolution #129	Approval of Substitute/Hourly Positions	Passed
Resolution #130	Approval of Support Position (Obando Moncada)	Passed
Resolution #131	Acceptance of Resignation (Melendez)	Passed
Resolution #132	Acceptance of Plan to Prohibit Lunch Shaming	Passed
Resolution #133	First Reading and Adoption of Board Policy Amendment (Policy 8505)	Passed
Resolution #134	Acceptance of Extra-Curricular Charters	Passed
Resolution #135	Approval of Overnight Field Trips 2018-19	Passed

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: November 13, 2018 **KIND OF MEETING:** Business
LOCATION: HS Cafeteria **PRESIDING OFFICER:** President
MEMBERS PRESENT: Kevin Springer, Richard Joslin Dot Capuano, Elizabeth Scully, Anne Culhane
MEMBERS ABSENT: None
OTHERS PRESENT: Lars Clemensen, Larry Luce, Anna Marie Rojas

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

At 5:01 PM the Audit committee meeting began Deirdre Lunetta from Cullen & Danowski spoke with the board regarding the Audit for school year 2017-2018

On a motion by Ms. Scully, seconded by Mr. Joslin, the Board entered into Executive Session to discuss an issue related to collective bargaining and a student-specific discipline issue.

At 7:07 PM the Business meeting resumed.

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

Resolution #109

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

5 aye

CLERK'S REPORT

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

Resolution #110

BE IT RESOLVED that the Board of Education accepts the Business Meeting held Tuesday, October 9, 2018 and the Special Meeting held, October 19, 2018.

5 aye

PUBLIC COMMENT – None

PRESENTATIONS AND REPORTS

Students of the Month for October were presented to the Board by their Principals and or Assistant Principals:

- Mr. Triandafilis introduced Eli Spellman (could not attend) for the Elementary School
- Ms. Fox introduced Zach Bahamondes (September) and October's student of the month could not attend and will attend in December.

- **Mr. Richardt introduced Ryan Allen for the High School**

The National Honor Society held an induction with the following students in attendance:

Rebecca Cabrera	Nicole Culmone	Sarah Fassino
Christopher Gulotta	Maryrose O'Connell	Emily Peyton
Dylynn Von Bartheld		

Ms. Pam Ryan for the American Legion Ladies Auxiliary presented Mr. Clemensen the first Americanism Commendation for embracing the Living Classroom and recognizing 63 Veterans in monthly Veterans Ceremonies since 2011. He accepted the award on behalf of the Board of Education and Hampton Bays UFSD.

Mr. Clemensen spoke about the following to the Board:

- **Enrollment**
- **2019-20 School Calendar**
- **HS Roof**
- **Student Achievement**
- **SHAPE Assessment**
- **Diversity Day**
- **School Safety**
- **Bathroom monitors**
- **RAVE Button**
- **Audit Committee**
- **Facilities Usage**
- **Hampton Bays Water District**

BUSINESS, FINANCE, AND OPERATIONS

- **Mr. Luce spoke about the following:**
- **HS Roof**
- **Music room modification**
- **2017-2018 Audit**
- **2019-20 Budget**

On a motion by Ms. Capuano, and seconded by Mr. Joslin the following resolutions #111-#119 were offered in consent agenda format:

5 aye

Resolution #111

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**

Resolution #112

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**

Resolution #113

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.**

Resolution #114

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.

Resolution #115

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.

Resolution #116

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.

Resolution #117

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.**

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. 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.**

Resolution #119

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		

STUDENT SERVICES - NONE

PERSONNEL

On a motion by Ms. Scully, seconded by Ms. Culhane the following resolutions #120-#131 were offered in consent agenda format:

5 aye

Resolution #120

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)

Resolution #121

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. Katie Drohan	Spanish	\$7,000 pro-rated
2. Jacqueline Rozzi	Algebra II	\$7,000 pro-rated
3. Robin Spielman	ENL	\$7,000 pro-rated

Resolution #122

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.

Resolution #123

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>	<u>Stipend</u>
1. Kaitlin Cooper	JV Softball	B2-I	\$4,139
2. Linda Schmidt	JV Girls Basketball	A2-1	\$4,872
3. Kristin Webber	MS Girls Lacrosse	C3-1	\$3,479

Resolution #124

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>	<u>Stipend</u>
1. Eric Ferraro	Musical- Set Director	\$970
2. Carolyn Calderaro	Musical – Make-up	\$645
3. Meaghan Metzger	Musical – Musical Director	\$2600
4. Jennifer Spota	Musical – Costumes	\$970
5. Teresa Loewenthal	Musical – Stage Manager	\$970
6. Rachel Kelsh	Teacher teaching Teachers	\$41.50/hour
7. Jonathan DellaSperanza	Curriculum Dev. STEAM	\$41.50/hour
8. Kathy Algieri	Professional Development	\$41.50/hour
9. Patricia Biscardi	Professional Development	\$41.50/hour
10. Melinda Brown	Professional Development	\$41.50/hour
11. Liliana Cacace	Professional Development	\$41.50/hour
12. Amy Dunkirk	Professional Development	\$41.50/hour
13. June Eaton	Professional Development	\$41.50/hour
14. Suzanne Lewis	Professional Development	\$41.50/hour
15. Kathleen Palmieri	Professional Development	\$41.50/hour
16. Janis Poremba	Professional Development	\$41.50/hour
17. Linda Schmidt	Professional Development	\$41.50/hour

Resolution #125

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>	<u>Stipend</u>
1. Tara Dietz	Algebra	\$54.50/hour
2. Diane Burkhardt	Global History	\$54.50/hour
3. Jennifer Destefano	English	\$54.50/hour
4. Katelyn Maresca	English	\$54.50/hour
5. Alfred Brigham	Living Environment	\$54.50/hour
6. Krystle Whiffen	Geometry	\$54.50/hour
7. Christina Facini	Chemistry R	\$54.50/hour
8. Claudine Burkhardt	French 3	\$54.50/hour
9. Nicole Squires	US History DSC	\$54.50/hour

Resolution #126

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

Resolution #127

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 \$19,149 (pro-rated) |
| | Reason: | Resignation of J. Snell |
| 2. | Francesco Ligregni | Groundskeeper I |
| | Effective | November 5, 2018 |
| | Salary: | Step 1, CSEA \$41,275 (pro-rated) |
| | Reason | Resignation of C. Postiglione |
| 3. | Michael Lloyd | Network and Systems Specialist II |
| | Effective: | November 14, 2018 |
| | Salary: | Step 4, CSEA \$52,936 (pro-rated) |
| | Reason: | Promotional Position as per Technology Restructure |

Resolution #128

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 \$41,275 (pro-rated) |
| | Reason: | Leave for Vincent DeMartino |

Resolution #129

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>	<u>Salary</u>
1. Maria Yuvi Molina	Teacher Aide	\$13.00/hour
2. Johanna Siguenza	Teacher Aide	\$13.00/hour
3. Johanna Siguenza	Monitor	\$11.00/hour

4. Lauran Kacherski	Teacher Aide	\$13.00/hour
5. Ricky Stewart	Custodian	\$15.00/hour
6. Laurel Bertolas	Teacher Aide	\$13.00/hour

Resolution #130

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>	<u>Salary</u>
1. Maribel Obando Moncada	School Monitor	\$12.96

Mr. Clemensen walked on the following resolution:

Resolution #131

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

1. Jiovanna Melendez, Office Assistant Spanish Speaking, effective November 20, 2018.

BOARD OF EDUCATION

On a motion by Ms. Scully, seconded by Ms. Culhane the following resolutions #132-#135 in consent agenda format:

5 aye

Resolution #132

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.

Resolution #133

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

Resolution #134

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.

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

Resolution #135

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.**

The 2019-2020 Budget calendar was discussed but not approved

Work Group Reports

- **Facilities, October 18, 2108**
- **Curriculum, November 8, 2018, rescheduled TBD**

Old Business - None

New Business – None

PUBLIC COMMENT

ADJOURNMENT - NONE

On a motion by MS. Capuano seconded by Ms. Culhane the Business meeting adjourned at 7:44 PM.

5aye

Respectfully submitted,

**District Clerk
Anna Marie Rojas**