

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: July 1, 2008 **KIND OF MEETING:** Reorganization Mtg.

LOCATION: Middle School Library **PRESIDING OFFICER:** Clerk Pro
Tem/President

MEMBERS PRESENT: George Leeman, Marie Mulcahy, Chris Catz, Lisa Fotopoulos,
Doug Oakland

MEMBERS ABSENT: None

OTHERS PRESENT: Joanne Loewenthal, Larry Luce, Diane Albano

Resolution #1 **Appointment of Clerk Pro Tem**

Resolution #2 **Election of Board President**

Resolution #3 **Election of Vice President**

Resolution #4 **Appointment of Board Clerk**

Resolution #5 **Appointment of District Officers**

Resolution #6 **Other Appointments**

Resolution #7 **Designations**
 Depositories
 Official Newspaper
 Meeting Dates

Resolution #8 **Authorizations**
 Petty Cash Funds
 Payroll Certification
 Budget Transfers
 Delegation of Investments
 Application of Grants
 Conference Approvals
 Execution of Contracts for CSE/CPSE Services
 Bonding/Insurance Coverage
 Mileage Reimbursement Rate
 Establish Fee for Photocopying

Resolution #9 **Other Items**
 Re-adoption of Policies and Code of Ethics
 Appointment of Impartial Hearing Officers
 Appointment of Committee on Special Education
 Appointment of Committee on PreSchool Education
 Establishment of Facilities Use Fees

Resolution #4

On a motion by Ms. Fotopoulos, seconded by Ms. Mulcahy, the following resolution was offered:

BE IT RESOLVED that Diane Albano be appointed Clerk of the Board of Education for the 2008-2009 school year.

5 aye

President administered Oath of Office to District Clerk

Resolution #5

On a motion by Ms. Fotopoulos, seconded by Mr. Catz, the following resolution was offered:

BE IT RESOLVED that the Board of Education makes the following appointments for the 2008-09 school year:

- a. District Treasurer Susan Moran
Signatory in absence of Treasurer George Leeman, Trustee
- b. Internal Claims Auditor Tammy Morgan - \$40/hr.

5 aye

Resolution #6

On a motion by Mr. Catz, seconded by Ms. Mulcahy, the following resolution was offered:

BE IT RESOLVED that the Board of Education makes the following appointments for the 2008-09 school year:

- a. Independent Auditor Coughlin Foundotos et al Pending
- b. Internal Auditor Israeloff, Trattner & Co. P.C. \$28,500
- c. School Attorney Shaw, Perelson, May & Lambert, LLP \$46,000
- d. Bond Counsel Hawkins, Delafield & Wood Per Offering
- e. Fiscal Advisor Capital Market Advisors, LLC Per Offering
- f. Insurance Consultant Maran Associates \$ 7,750
- g. Records Access Officer Diane Albano
- h. Asbestos Designee Tom McElrath
- i. Purchasing Agent Larry Luce
- j. SAVE Legislation
Designated Educational Official Joseph Kolarik
- k. Title IX Compliance Officers Joseph Kolarik & Denise Romano
- l. Title VII Compliance Officers Joseph Kolarik & Denise Romano
- m. School Physician Pending

5 aye

Resolution #7

On a motion by Ms. Fotopoulos, seconded by Ms. Catz, the following resolution was offered:

BE IT RESOLVED that the Board of Education makes the following appointments for the 2008-09 school year:

- a. **Depositories** **Bridgehampton National Bank**
 MBIA CLASS
 Suffolk County National Bank

- b. **Official Newspaper*** **Southampton Press, Western Edition**
 ***When daily notifications are necessary the District**
 may use Newsday for official notices

- c. **Meeting Dates** **Tuesday evenings, as posted**

5 aye

Resolution #8

On a motion by Mr. Catz, seconded by Ms. Fotopoulos, the following resolutions were offered:

BE IT RESOLVED that the Board of Education grants authorizations for items numbered 1 through 10:

1. **Petty Cash Funds**

It is recommended that the following petty cash funds be established and that the person indicated be designated as the custodian of it for their respective locations:

\$100	Administration Building	Larry Luce
\$100	Elementary School	Marc Meyer
\$100	Middle School	Lars Clemensen
\$100	High School	Chris Richardt

2. **Payroll Certification**

It is recommended that the Superintendent of Schools be appointed to certify the payroll for the 2008/2009 school year and further that Larry Luce, School Business Administrator, will certify in her absence.

3. **Budget Transfers**

It is recommended that the Superintendent of Schools be granted authority to transfer unlimited unencumbered funds within function codes of the budget (i.e. Instruction, Transportation, Textbooks, etc.). Authority is also given to transfer up to \$10,000 (ten thousand dollars) between function codes of the budget. Budget transfers beyond this amount will require approval by the Board of Education. Monthly transfer reports will be provided to the Board of Education.

4. **Delegation of Investments**

It is recommended that the School Business Administrator, Larry Luce, and/or Susan Moran, District Treasurer, be authorized to execute, in the name of the Board of Education, any and all documents relating to the investment program in a timely

manner, as well as to utilize reputable consultants regarding investment decisions when necessary, so long as no fee is involved. A monthly progress report of investments will be given to the Board of Education.

5. Application for Grants

It is recommended that the district, through the Superintendent of Schools, be authorized to apply for any and all Federal, State and private grants that are deemed appropriate.

6. Conference Approvals

It is recommended that the Board authorizes the Superintendent of Schools to take action on administrative, teacher and staff requests to attend conferences, conventions and workshops within the limit of the 2008-2009 budget appropriations. The Board will approve conference requests for individual Trustees.

7. Execution of Contracts for CSE/CPSE Services

It is recommended that the Board authorizes the Superintendent of Schools to execute contracts to provide services for students with special needs, as recommended by the Committee on Special Education.

8. Bonding/Insurance Coverage

It is recommended that the Board authorize provision for bonding employees in the amounts indicated:

All Employees	\$ 100,000
School District Treasurer	\$1,000,000
Purchasing Agent	\$1,000,000

9. Mileage Reimbursement Rate

It is recommended that the Board authorize the mileage reimbursement rate at the approved IRS rate effective July 1, 2008 at \$.585 per mile.

10. Establish Fee for Photocopying

It is recommended that the Board establish the fee for photocopying of district records at \$.25 per page.

5 aye

Resolution #9

On a motion by Mr. Catz, seconded by Ms. Fotopoulos, the following resolution was offered:

BE IT RESOLVED that the Board of Education approves the following 5 items:

1. Re-Adoption of Policies and Codes of Ethics

It is recommended that the Board of Education readopts all existing and current Policies and Codes of Ethics. (Policy Project by NYSSBA)

2. Appointment of Impartial Hearing Officers

BE IT RESOLVED that the Board of Education does hereby designate either the President or the Vice President to appoint Impartial Hearing Officers from the internet list found on the NYSED.GOV under IHRS main menu.

3. **Appointment of Committee on Special Education**

It is recommended by the Superintendent of Schools, that the following be appointed to the Committee on Special Education for the 2008/2009 school year:

Chairperson Michele Smith from 7/1/08-6/30/09 High School
Kenneth Grille from 7/1/08-6/30/09 Elementary
Christine Anselmo, Ph.D. from 7/1/08-6/30/09 Middle School

Parent Members Ellen Holmgren, Susan Decker, Virginia Mangan, Rev. George Mangan, Lou Primavera, Cathy Dignus, Lisa Lorber, Diane Carroll, Rowena Maitland-Ward, Laura West, Daniella Andrews, Dorothy Maddock, Margaret King, Lisa Agoglia, Kelli Syrakowski, Janice Maclean, Matthew Winkelseth, Ann Marie Reilly, Donna McKennett, Catherine Barbierne, Leslie Ernst, Cecelia Sheridan

Psychologists Michele Smith, Kenneth Grille, Christine Anselmo

Teacher Members Generic approval of all teachers, speech therapists, guidance counselors, social workers, special education teacher and evaluators

Physician Pending

4. **Appointment of Committee on PreSchool Education**

It is recommended by the Superintendent of Schools, that the following members be appointed to the Committee on Preschool Special Education for the 2008/2009 school year:

Chairperson Joseph Kolarik

Parent Members Leslie Ernst, Cecelia Sheridan

County Representative Representative from the Suffolk County Municipality

Representative of Evaluative Agency - A Department of Health Early Intervention professional for a preschool child in transition from early intervention services to school age services
- Evaluation personnel

Teacher Child's New York Certified teacher or a New York Certified teacher qualified to provide education in the type of program which the child may be placed

Physician Pending

5. **Establishment of Facilities Use Fees**

It is recommended that the Board of Education establish a fee for use of our facilities according to the attached Schedule of Fees for 2008-2009 (see attached policy).

5 aye

CALENDAR OF EVENTS

- 1. Regular Board of Education Business Meeting to be held immediately following the Annual Reorganization Meeting.**
- 2. The next Regular Meeting of the Board of Education is scheduled for Tuesday, August 19, 2008, 7:00pm at the Middle School.**

ADJOURNMENT OF REORGANIZATIONAL MEETING

On a motion by Ms. Mulcahy, seconded by Ms. Fotopoulos, the Reorganizational meeting adjourned at 7:30 PM.

Respectfully submitted,

**Diane Albano
District Clerk**