

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT**

**DATE:** June 23, 2011

**KIND OF MEETING:** Special

**LOCATION:** MS Library

**PRESIDING OFFICER:** President

**MEMBERS PRESENT:** Doug Oakland, Warren Booth, George Leeman, Rich Joslin, Chris Garvey

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Lars Clemensen, Larry Luce, Dot Capuano

**CALL TO ORDER:** 6:06 PM

**ADJOURN TO EXECUTIVE SESSION:** 6:30 PM

**RESUME BUSINESS MEETING:** 6:50 PM

**ADJOURNMENT:** 6:55 PM

<u>Resolution #</u>	<u>Description</u>	<u>Outcome</u>
Resolution #243	Appointment of Clerk Pro Tempore	Passed
Resolution #244	Approval of Order of Agenda	Passed
Resolution #245	Tax Anticipation Note	Passed
Resolution #246	Approval of Contracts	Passed
Resolution #247	Joint Municipal Cooperative Bidding Program	Passed
Resolution #248	Budget Transfers	Passed
Resolution #249	Establishment of Reserve Accounts	Passed
Resolution #250	Award of Bid (Kitchen Equipment)	Passed
Resolution #251	Award of Bid (Kitchen Construction)	Passed
Resolution #252	Acceptance of Resignations for Purpose of Retirement (Terry, Dentel, Price)	Passed
Resolution #253	Leave of Absence (Moran)	Passed
Resolution #254	Teaching Appointment (Valentine)	Passed
Resolution #255	Co-Curricular Appointments (2011/12)	Passed
Resolution #256	Appointment to Summer School Academies	Passed

**Resolution #257**

**Acceptance of Retirement Incentive 2011 (HBTA) Passed**

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT**

**DATE:** June 23, 2011 **KIND OF MEETING:** Special Meeting

**LOCATION:** MS Library **PRESIDING OFFICER:** President

**MEMBERS PRESENT:** Doug Oakland, Warren Booth, George Leeman, Rich Joslin,  
Chris Garvey

**MEMBERS ABSENT:** none

**OTHERS PRESENT:** Lars Clemensen, Larry Luce

Mr. Oakland called the meeting to order at 6:06 PM.

On a motion by Mr. Garvey, seconded by Mr. Booth the following resolution was offered:

**Resolution #243**

**BE IT RESOLVED**, that the Board of Education approves Lars Clemensen as clerk pro tempore for tonight's meeting.

5 aye

On a motion by Mr. Joslin, seconded by Mr. Booth, the following resolution was offered:

**Resolution #244**

**BE IT RESOLVED**, that the Board of Education approves the order of the agenda.

5 aye

**BUSINESS & FINANCE**

On a motion by Mr. Garvey, seconded by Mr. Booth, the following resolution was offered:

**Resolution #245**

**RESOLVED BY THE BOARD OF EDUCATION OF HAMPTON BAYS UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:**

**Section 1.** Tax Anticipation Notes (herein called "Notes") of Hampton Bays Union Free School District, in the County of Suffolk, New York (herein called "District"), in the principal amount of not to exceed \$15,500,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law").

**Section 2.** The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2011 and ending June 30, 2012, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

- (b) The Notes shall mature within the period of one year from the date of their issuance.
- (c) The Notes are not issued in renewal of other notes.
- (d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

**Section 3.** The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

**Section 4.** Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute arbitrage certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

**Section 5.** The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

**Section 6.** This resolution shall take effect immediately.

The adoption of the foregoing resolution was seconded by Board Member Mr. Booth and duly put to a vote on roll call, which resulted as follows:

Mr. Oakland, Mr. Leeman, Mr. Garvey, Mr. Booth, Mr. Joslin - all aye

On a motion by Mr. Garvey, seconded by Mr. Leeman, the following resolution was offered:

**Resolution #246**

**RESOLVED**, that the Board of Education, upon the recommendation of Larry Luce, School Business Administrator, approves the following contracts for the school year indicated, such contracts shall be incorporated by reference within the minutes of this meeting:

1. American Red Cross Facility Use Agreement, for the 2010-2012 school year as per the attached documentation.
2. Cullen & Danowski, LLP for External Auditors for the school year 2011-2012, as per the attached documentation.

3. **Child Development Center of the Hamptons, (CDCH) for Extended School Year Program 2011, as per the attached documentation.**

5 aye

**On a motion by Mr. Booth, seconded by Mr. Leeman, the following resolution was offered:**

**Resolution #247**

**WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and**

**WHEREAS, the Hampton Bays Union Free School District, educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and**

**WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and**

**WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and**

**WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.**

**BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and**

**BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and**

**BE IT FURTHER RESOLVED that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and**

**BE IT FURTHER RESOLVED that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.**

**BE IT FURTHER RESOLVED** that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.

**BE IT FURTHER RESOLVED** that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program

5 aye

**On a motion by Mr. Joslin, seconded by Mr. Garvey, the following motion was offered:**

**Resolution #248**

**BE IT RESOLVED**, that the Board of Education, upon the recommendation of Larry Luce, School Business Administrator, approves the following budget transfers:

1. \$180,000 to adjust for the purchase of a K-6 reading series including curriculum and added benefits as per the attached documentation.

5 aye

**On a motion by Mr. Booth, seconded by Mr. Joslin, the following resolution was offered:**

**Resolution #249**

**WHEREAS**, the Board Of Education has previously established an Employee Benefit Accrued Liability Reserve Fund pursuant to the provisions of Section 6-p of the General Municipal Law, for the purpose of paying the costs of certain employee benefits known and wishes to provide additional funding in said reserve fund;

**THEREFORE BE IT RESOLVED**, that the Board hereby authorizes and directs the Business Administrator to transfer funds from unappropriated, unreserved (unassigned) fund balance for the 2010-2011 school year, in the amount of up to \$400,000 to the Employee Benefit Accrued Liability Reserve Fund.

**WHEREAS**, the Board Of Education may establish a reserve fund pursuant to the provisions of Section 6-r of the General Municipal Law for the purposes of payment of retirement contributions to the NYS Employees Retirement System (ERS), to be known as Retirement Contribution Reserve Fund;

**THEREFORE, BE IT RESOLVED**, that the Board hereby establishes a reserve fund pursuant to Section 6-r of the General Municipal Law, to be known as the Retirement Contribution Reserve Fund, for the purpose of paying retirement contributions to ERS; and

**BE IT FURTHER RESOLVED**, that the Board hereby authorizes and directs the Business Administrator to transfer funds from unappropriated, unreserved (unassigned) fund balance for the 2010-2011 school year, in the amount of up to \$400,000 to the Retirement Contribution Reserve Fund.

**WHEREAS**, the voters of the District approved a proposition on May 17, 2011 authorizing the establishment by the Board Of Education of a capital reserve fund pursuant to the

provisions of Section 3651 of the Education Law for the purposes of financing the costs of the replacement of roofs and/or HVAC systems or portions of systems in District buildings, including incidental costs; to be known as the District-wide Roof and/or HVAC Replacement Reserve Fund;

**THEREFORE, BE IT RESOLVED**, that the Board hereby establishes the District-wide Roof and/or HVAC Replacement Reserve Fund for the purpose of financing the costs of the replacement of roofs and/or HVAC systems or portions of systems in District buildings, including incidental costs; and

**BE IT FURTHER RESOLVED**, that the Board hereby authorizes and directs the Business Administrator to transfer funds from unappropriated, unreserved (unassigned) fund balance for the 2010-2011 school year, in the amount of up to \$500,000 to the District-wide Roof and/or HVAC Reserve Fund.

5 aye

On a motion by Mr. Garvey, seconded by Mr. Leeman, the following resolution was offered:

**Resolution #250**

**BE IT RESOLVED**, that the Board of Education hereby awards the bid to Barboy, as the lowest possible bidder, for kitchen equipment, in a combined amount of \$139,434.

5 aye

On a motion by Mr. Garvey, seconded by Mr. Joslin, the following resolution was offered:

**Resolution #251**

**BE IT RESOLVED**, that the Board of Education hereby awards the bid to Pioneer Construction, as the lowest possible bidder, for the kitchen renovation, in a combined amount of \$150,400.

5 aye

**PERSONNEL**

On a motion by Mr. Garvey, seconded by Mr. Booth, the following resolution was offered:

**Resolution #252**

**BE IT RESOLVED** that the Board of Education hereby accepts the resignations for the purpose of retirement of the following individuals:

**1. Michael E. Terry**

**Position:** School Communication Technician  
**Effective:** August 24, 2011  
**Reason:** Retirement

**2. Nicola Dentel**

**Position:** Middle School Teacher  
**Effective:** June 30, 2011  
**Reason:** Retirement

3. Eileen Price

**Position:** High School Teacher  
**Effective:** June 30, 2011  
**Reason:** Retirement

5 aye

On a motion by Mr. Leeman, seconded by Mr. Garvey, the following resolution was offered:

**Resolution #253**

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

1. Lyndsey Moran

**Position:** Elementary School Teacher  
**Effective:** July 5, 2011 –August 12, 2012  
**Effective:** FMLA

5 aye

On a motion by Mr. Booth, seconded by Mr. Garvey, the following resolution was offered:

**Resolution #254**

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

1. Kyle Valentine

**Position:** Special Education Teacher7-12/Life Skills  
**Salary:** MA Step 1 \$56,538 (budgeted for in the 2011-12 budget)  
**Effective:** September 1, 2011  
**Probation Period:** September 1, 2011 – August 31, 2014  
**Reason:** Life Skills Program

5 aye

On a motion by Mr. Joslin, seconded by Mr. Booth, the following resolution was offered:

**Resolution #255**

**RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following co-curricular appointments for the 2011/12 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Debra Liso	Teacher teaching Teachers	\$36.00/hour
2. Mike Oestreicher	Fitness Center, Summer Sup./ Sunday Youth Activity	\$48.67/hour
3. Michael Zimble	Fitness Center, Summer Sup. Sunday Youth Activity	\$48.67/hour



On a motion by Mr. Garvey, seconded by Mr. Joslin, the following resolution was offered:

**Resolution #256**

**RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals for the Summer School program for 2011-2012 school year as per the HBTA and CSEA contracts:

<b><u>Name</u></b>	<b><u>Position</u></b>
1. Moira Hayes	K-6 , Special Ed
2. Bridget Infantolino	K-6 , Special Ed
3. Judy Leopard	K-6 , Special Ed
4. Deb McDowell	K-6 , Special Ed
5. Saverio Naclerio	K-6 , Special Ed
6. Bonnie Ruben	K-6 , Special Ed
7. Kyle Valentine	K-6 , Special Ed
8. Jim Waring	K-6 , Special Ed
9. Joan Crowley	K-6 , AIS, Grade 4
10. Diane Hutchison	K-6 , AIS, Grade K
11. Megan King	K-6 , AIS, Grade 1
12. Jamie Maas	K-6 , AIS, Grade 6 (co-teacher)
13. Robin Mancuso	K-6 , AIS, Read 180
14. Erica Marcucci	K-6 , AIS, Grade 5
15. Amy McNamara	K-6 , AIS, Grade 3 (co-teacher)
16. Pam Renna	K-6 , AIS, Grade 6 (co-teacher)
17. Angela Tenaglia	K-6 , AIS, Grade 1
18. Elizabeth Thorne	K-6 , AIS, Grade K
19. Aimee Phillips	K-6 , Aide
20. Margaret Urcuiolio	K-6 , Aide
21. Joan Diodato	K-6 , Aide
22. Carolyn Jakubowsky	K-6 , Aide
23. Alissa Hardcastle	K-6 , Aide
24. Peggy Booth	K-6 , Aide
25. Maria Walker	K-6 , Teacher Asst.
26. Lisa Marte	K-6, Teacher Asst.
27. Jaclyn Alexander	Substitute Teacher
28. Jonathan DellaSperanza	Substitute Teacher
29. Jennifer DeStefano	Substitute Teacher
30. Meaghan Douglas	Substitute Teacher
31. Amy Dunkirk	Substitute Teacher
32. Karen Orlando	Substitute Teacher
33. Brittnee Sabatino	Substitute Teacher
34. Lisa DeSio	Substitute Teacher
35. Melissa Haller	Substitute Teacher
36. Michelle White	Substitute Teacher
37. Sharon Wheeler	Substitute Teacher
38. Lisa Novicki	Substitute Teacher
39. Tina Ruschin	Substitute Teacher

- 40. Susan DeSousa                      Substitute Aide
- 41. Christina Cortese                Substitute Aide
- 42. Sharon Wheeler                  Substitute Aide

5 aye

**BOARD OF EDUCATION**

**On a motion by Mr. Garvey, seconded by Mr. Joslin, the following resolution was offered:**

**Resolution #257**

**BE IT RESOLVED, that the Board of Education hereby ratifies the provisions of a Supplemental Memorandum of Agreement (“SMOA”) between the District and the Hampton Bays Teachers’ Association dated June 7, 2011 for a retirement incentive program, appropriates the funds therefor and approves the Superintendent’s execution of such SMOA as presented to the Board at this meeting. A copy of said Agreement shall be incorporated by reference within the minutes of this meeting.**

**On a motion by Mr. Booth, seconded by Mr. Joslin adjourned to executive session at 6:30 PM.**

5 aye

**On a motion by Mr. Booth, seconded by Mr. Garvey, the Special Meeting resumed at 6:50 PM.**

5 aye

**On a motion by Mr. Garvey seconded by Mr. Joslin the Special Meeting adjourned at 6:55 PM.**

5 aye

**Respectfully submitted,**

**Lars Clemensen  
Clerk Pro Tempore**