

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: December 11, 2012 **KIND OF MEETING:** Business
LOCATION: High School Library **PRESIDING OFFICER:** President
MEMBERS PRESENT: Doug Oakland, Dot Capuano, Richard Joslin Warren Booth,
MEMBERS ABSENT: Chris Garvey
OTHERS PRESENT: Lars Clemensen, Larry Luce, Anna Marie Rojas
CALL TO ORDER: 5:00 PM
ADJOURN TO EXECUTIVE SESSION: 5:02 PM
RESUME BUSINESS MEETING: 7:00 PM
ADJOURNMENT: 8:05 PM

<u>Resolution #</u>	<u>Description</u>	<u>Outcome</u>
Resolution #127	Approval of Order of Agenda	Passed
Resolution #128	Approval of Minutes	Passed
Resolution #129	Approval of Contracts	Passed
Resolution #130	Budget Transfer	Passed
Resolution #131	Financial Reports	Passed
Resolution #132	Acceptance of Donations	Passed
Resolution #133	Rescind Resolution #88, 2012-13 School Year	Passed
Resolution #134	Designation of Reserve Accounts	Passed
Resolution #135	Acceptance of Bond Referendum Vote	Passed
Resolution #136	Approval of CSE/CPSE Services	Passed
Resolution #137	Leave of Absence (Hayes)	Passed
Resolution #138	Approval of Coaching Resignation (Dunkirk)	Passed
Resolution #139	Approval of Coaching Assignments	Passed
Resolution #140	Approval of Co-Curricular Appointments	Passed
Resolution #141	Approval of Substitute Teachers	Passed

Minutes of the December 11, 2012 BOE Business Mtg

Resolution #142	Approval of CSEA Leave of Absence (Tuzil)	Passed
Resolution #143	Approval of CSEA Appointments (Tuzil)	Passed
Resolution #144	Approval of Substitute Support Positions	Passed
Resolution #145	Approval Mileage Reimbursement (.565)	Passed

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

On a motion by Ms. Capuano, seconded by Mr. Joslin, the Business meeting adjourned to Executive Session at 5:02 PM to discuss matters related to personnel issues.

On a motion by Mr. Joslin, and seconded by Ms. Capuano, the Business meeting resumed.

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

Resolution #127

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

4 aye

CLERK'S REPORT

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

Resolution #128

BE IT RESOLVED that the Board of Education accepts minutes of the Business Meeting held Tuesday, November 13, 2012 and the Special Meeting held Tuesday, November 27, 2012.

4 aye

PUBLIC COMMENT – none

SUPERINTENDENT'S REPORT

Lars Clemensen spoke about the following:

- Bond Referendum
- Holiday Concerts
- Holidays Around the World at ES
- Dean Lucera-BOCES Supervisor visiting on December 2, 2012
- Residency Verification Program
- Canoe Place Inn
- Draft 2013-14 School Calendar presented in January

PRESENTATIONS

Students of the Month-November

Olivia Thayer – Grade 2 - Elementary School
Matthew Zbikowski – Grade 7 - Middle School
Christian Nydegger – Grade 10 - High School

Mrs. Ferucci along with the K-Kids presented a check for \$3000.00 to Mrs. And Mrs. Wheaton of the America Red Cross

Mr. Schug, Middle School Principal, presented the Johns Hopkins Talent Search Winners to the Board of Education:

Tiffany Brenes	Stephanie Cruz	Vanessa Farrell
Jason Huzau	Nicholas Kolb	Antonio Kull
Alexandra Macholz	Eric Morastitla	John Nolan

Mrs. Dayton, Middle School Art Teacher and Ms. McDowell, Elementary School Art Teacher along with a representative of the HB Fire Department presented the Fire Prevention Campaign Winners to the Board of Education:

Grade	First Place	Second Place	Third Place
K	Manuel Londono	Tiffany Sanabria Gomez	Ashley Rodriguez
1	Nellie Nicolova	Hollie McAllister	Marilyn Ramos
2	Brianna Quivos	Jamison Moore	Liam Sutton
3	Jazlyn Miranda	Sofia Mendez	Dillon Ottati
4	Emma Naclerio	Fernanda Garzon	Jordan Adelson
5	Tristan Halsey	Lily Mazzio	Vanessa Robinette
6	Bridget Hughes	Damaris Mejia	Hailey Troyan
7	Melissa Caranza	Olivia Lofstad	Oguzhan Besiktepe
8	Karla Solano	Kenny Brbutovic	Dayline Cintron/Erin Murphy

Mrs. Halsey, High School Music Teacher presented the NYSCAME All County Winners and the NYSSMA All State Winner:

NYSCAME All-County (Division IV-11th and 12th grade)

Brandon White-Orchestra
Daniella Greene-Orchestra
Fred Nydegger-Chorus

NYSSMA All-State (Rochester, NY)

Daniella Greene-Orchestra

BUSINESS ADMINISTRATOR'S REPORT

Mr. Luce spoke about the following:

- Bond Referendum
 - Updates to Board of Education Monthly
 - Updates on Website

- Surveying of Property
- Electrical problem at the Elementary School
- Budget Calendar
- Mileage Reimbursement Rate
- Donations

BUSINESS AND FINANCE

On a motion by Ms. Capuano and seconded by Mr. Joslin, the follow resolutions #129 - #144 were offered consent agenda format:

4 aye

Resolution #129

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. Schedule of fees and services for Music Therapy Services of Suffolk, as per the attached documentation.
2. Leasehold Classroom Agreement with Eastern Suffolk BOCES for the 2013-2014 school year, as per the attached documentation.

Resolution #130

BE IT RESOLVED, that upon the recommendation of the School Business Administrator, Larry Luce, the Board of Education approved the following budget transfer:

1. \$79,750 to adjust capital fund codes, as per the attached documentation.

Resolution #131

It is recommended by Larry Luce, School Business Administrator, that the following reports be accepted by the Board of Education:

Budget Transfer Report –November 2012
Appropriation Status Report – November 2012
Warrant Reports – November 2012
Cash Disbursements – November 2012
Treasurer’s Monthly Report – October 2012
Revenue Budget Status Report – General – November 2012
Revenue Budget Status Report – Cafeteria – November 2012
Appropriation Status Report- Cafeteria – November 2012
Capital Fund Appropriations Report – November 2012
Capital Fund Revenue Report – November 2012
Special Aid Fund Appropriations Report- November 2012
Fund Balance General Fund – November 2012
Trial Balance General Fund – November 2012
Trial Balance School Lunch Fund –November 2012
Trial Balance Capital Fund – November 2012

Trial Balance Trust and Agency Fund – November 2012
Trial Balance Extracurricular Activities Fund – November 2012
Cash Flow Report – November 2012
Internal Claims Audit Report –November 2012
Student Enrollment Report –November 2012

Resolution #132

RESOLVED, that the Board of Education, gratefully accepts the following donations:

- 1. \$500.00 from Elizabeth H. Lewis**
- 2. \$100.00 from Ulrike Kreiner-Holzhauser and Viktor B. Kreiner**
- 3. Rob Michalowski for donation of plantings, approximately worth \$700**
- 4. American Heart Association for AED for use in athletics.**

Resolution #133

RESOLVED, that the Board of Education hereby rescinds Resolution #88 from the 2012-2013 school year. (Designation of Reserve Accounts)

Resolution #134

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

THEREFORE, BE IT RESOLVED, that the Board hereby authorizes and directs the Business Administrator to transfer funds from unappropriated unreserved fund balance for the 2011-12 school year to such reserve funds in accordance with the attachment hereto, which is made part of this resolution.

Resolution #135

WHEREAS, at the Special District Meeting and Election duly called and held on November 27, 2012, in the Hampton Bays Union Free School District, in the County of Suffolk, New York, the qualified voters present and voting approved the Bond Proposition authorizing the Board of Education to construct alterations and improvements to all School District buildings and the sites thereof at the estimated total cost of \$16,800,000, and to levy and collect a tax to be collected in annual installments to pay the principal of and interest on the serial bonds authorized to be issued, provided that the total amount of taxes to be levied in any single fiscal year to pay such principal and interest shall not exceed \$1,100,000; Now, therefore,

THE BOARD OF EDUCATION OF THE HAMPTON BAYS UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Board of Education) **AS FOLLOWS:**

Section 1. The Hampton Bays Union Free School District, in the County of Suffolk, New York (herein called "District"), is hereby authorized to undertake a facilities improvement project (the "Project") substantially in accordance with a report prepared for the School District by Burton, Behrendt & Smith, Architects, P.C., (the "Report"), which Report is on

file and available for public inspection in the office of the District Clerk, said Project, consisting of the construction of alterations and improvements to all School District buildings and the sites thereof, including (as and where required): reconstruction, enhancement and reconfiguration of instructional and other space; exterior masonry improvements; roof reconstruction; replacement of windows, doors, and ceilings; heating, air conditioning, ventilation, lighting, plumbing, mechanical, electrical, security, safety, alarm and clock system enhancements; improvements to facilitate access by the physically challenged; and athletic and maintenance facility improvements, including the construction of a new synthetic turf field, tennis courts, grandstand with press box and concession, comfort station, storage shed and installation of field lighting; all of the foregoing to include the grading, landscaping, site improvements, original equipment, furnishings, machinery, apparatus and ancillary and related site and other work required in connection therewith. The estimated total cost thereof, including preliminary costs and costs incidental thereto and to the financing thereof, is \$16,800,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of \$16,800,000 serial bonds of the District to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said bonds and the interest thereon as the same shall become due and payable, provided that the total amount of taxes to be levied in any single fiscal year to pay such principal and interest shall not exceed \$1,100,000.

Section 2. Serial bonds of the District in the principal amount of \$16,800,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law"), to finance said appropriation.

Section 3. The following additional matters are hereby determined and declared:

(a) The period of probable usefulness applicable to the purpose for which serial bonds are authorized to be issued pursuant to this resolution, within the limitations of Section 11.00 a. 97 of the Law, is thirty (30) years.

(c) The proceeds of the bonds herein authorized, and any bond anticipation notes issued in anticipation of said bonds, may be applied to reimburse the District for expenditures made after the effective date of this resolution for the purpose or purposes for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 4. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District without limitation of rate or amount. The faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the District by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 5. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 of the Law, the powers and duties of the Board of Education relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 6. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or**
- (b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or**
- (c) such obligations are authorized in violation of the provisions of the constitution.**

Section 7. This bond resolution shall take effect immediately, and the District Clerk is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by §81.00 of the Law in "The Southampton Press-Western Edition," a newspaper having a general circulation in the District and hereby designated the official newspaper of said District for such publication.

PERSONNEL

Resolution #137

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

1. Erica Hayes

Position: Teacher
Effective: November 26 –December 22, 2012
Effective: January 1, 2013 –April 5, 2013
Reason: Family Medical Leave Act

Resolution #138

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

<u>Name</u>	<u>Position</u>
1. Brian Dunkirk	Varsity Softball

Resolution #139

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching positions for the 2012/2013 school year as per the HBTA contract:

<u>Name</u>	<u>Position</u>	<u>Level</u>	<u>Stipend</u>
1. Katie Miedema	JV BB Cheerleading	C2-II	\$3,506
2. Rich Doulos	Varsity Softball	B1-III	\$7,495
3. Dennis Murphy	JV Baseball	B2-I	\$3,864
4. Samantha Spehler	JV Girls Lacrosse	B2-I	\$3,864
5. Kyle Carroll	MS Boys Lacrosse	C3-I	\$3,248

Resolution #140

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following co-curricular appointments for the 2012/2013 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Barbara Corrigan	AIS Teacher	\$38.33/hour
2. Jeffrey Neubauer	Alt School Teacher- Math	\$51.00/hour
3. Kathryn Algieri	Teacher teaching Teachers	\$36.00/hour

Resolution #141

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Substitute Teacher positions at \$100.00 for Certified Teachers and \$90.00 for Non Certified Teachers for the 2012/2013 school year:

<u>Name</u>	<u>Certification</u>
1. Maria Mesquita	Chemistry
2. Christopher DeRosa	Non Certified
3. Danielle Chornoma	Special Education

Resolution #142

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

- Brian Tuzil**
Position: Custodian
Effective: December 12, 2012 – December 11, 2013
Reason: Assume Head Custodian position

Resolution #143

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

1. Brian Tuzil

Position: Head Custodian
Salary: CSEA Step 2 \$47,772 (prorated)
Effective: December 12, 2012
Reason: Replacing Alyson Saboe

Resolution #144

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute support staff for the 2012/13 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
1. Kristen Capece	Teacher Aide	\$13.88/hour
2. Jane Oliver	Teacher Aide	\$13.88/hour
3. Chris DeRosa	Teacher Aide	\$13.88/hour
4. Robert Mancuso	Teacher Aide	\$13.88/hour
5. Margaret Peterson	Teacher Aide	\$13.88/hour
6. Ryan Walker	Teacher Aide	\$13.88/hour
7. Elisabeth Sanabria	Teacher Aide	\$13.88/hour
8. Elizabeth Imperial	Sub Custodian	\$18.70/hour
9. George Luce	Sub Clerical	\$16.85/hour
10. Emily Sanz	Teacher Aide	\$13.88/hour

BOARD OF EDUCATION

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

Resolution #145

It is recommended that the Board authorize the mileage reimbursement rate at the approved IRS rate effective January 1, 2013 at \$.565 per mile.

4 aye

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

Resolution #146

The Board of Education hereby approves the 2013-2014 Budget Process/Schedule.

4 aye

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

Resolution #147

The Board of Education hereby established the following sub committees:

**Buildings and Grounds
Athletics & Co-Curricular
Curriculum & Technology
Budget Advisory 2013-2014**

**Doug Oakland, Chris Garvey
Warren Booth, Rich Joslin
Chris Garvey, Rich Joslin
Warren Booth, Dot Capuano**

4 aye

PUBLIC COMMENT – Mr. Adam Ortiz

On a motion by Mr. Booth, seconded by Mr. Joslin, the Business meeting adjourned at 8:05 PM.

4 aye

ADJOURNMENT

Respectfully submitted,

**District Clerk
Anna Marie Rojas**