

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION
86 E. Argonne Road
Hampton Bays, NY 11946**

BUSINESS MEETING

OFFICIAL AGENDA HS LIBRARY 7:00PM SEPTEMBER 10, 2013

It is expected that the Board of Education will enter Executive Session at approximately 5:00 pm prior to the scheduled public meeting to begin at 7:00pm. Executive Session topics will include a specific personnel matter.

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, August 13, 2013 and the Special Meeting held Friday, August 23, 2013.

Please note: draft minutes will now be available on the District's website approximately two weeks following business meetings.

- B) Public Comment**
The Board President will recognize speakers who wish to address the Board on agenda items only.

3. SUPERINTENDENT'S REPORT

4. BUSINESS & FINANCE

- A) Administrator's Report – Larry Luce**
- B) Approval of Contracts**
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. Owner Contractor Agreements with JNS Heating Service, Inc. for boiler replacement at Hampton Bays high school, as per the attached documentation.*
- 2. Contract for Health and Welfare Services with Southampton Union Free School District for the 2012-2013 school year, as per the attached documentation.*

C) **Budget Transfers**

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

1. \$33,614.50 to account for Administrative Contractual Increases, as per the attached documentation.

D) **Financial Reports**

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

- *Budget Transfer Report – August 2013*
- *Appropriation Status Report – August 2013*
- *Warrant Reports – August 2013*
- *Cash Disbursements – August 2013*
- *Treasurer’s Monthly Report – July 2013*
- *Revenue Budget Status Report – General – August 2013*
- *Revenue Budget Status Report – Cafeteria – August 2013*
- *Appropriation Status Report- Cafeteria – August 2013*
- *Capital Fund Appropriations Report – August 2013*
- *Capital Fund Revenue Report – August 2013*
- *Special Aid Fund Appropriations Report- August 2013*
- *Fund Balance General Fund – August 2013*
- *Trial Balance General Fund – August 2013*
- *Trial Balance School Lunch Fund – August 2013*
- *Trial Balance Capital Fund – August 2013*
- *Trial Balance Trust and Agency Fund – August 2013*
- *Trial Balance Extracurricular Activities Fund – June/July 2013*
- *Internal Claims Audit Report – August 2013*
- *Student Enrollment Report – August 2013*
- *Student Accounts 4th Quarter report as of June 2013*

E) **Award of Bid**

WHEREAS, the Board of Education, in accordance with Article 5-A of the General Municipal Law, invited sealed proposals for District Wide toner bid 2013;

WHEREAS, the following is the lowest responsible and responsive bidder for the bid specifications, therefore the bid has been awarded to P.C. University Distributors, Inc., as per the attached documentation

F) **Approval of Change Orders – Bond Referendum Project – Phase I**

RESOLVED, the Board of Education, upon the recommendation of Larry Luce, School Business Administrator, hereby approves the following change orders:

1. *Change Order No. 2, SED Nos.: 58-09-05-02-0-003-010 and 58-09-05-02-0-010-005, in the amount of \$3,000.00 for Laser Industries, Inc., the site work contract, as per the attached documentation.*
2. *Change order No. 3 SED No. 58-09-05-02-0-010-005, in the amount of \$1,851.23 for Roland’s, the Electrical Contract, as per the attached documentation.*

G) Acceptance of Donations

BE IT RESOLVED, that the Board of Education, hereby gratefully accepts the donation of:

- 1. A Greens Groomer, with an approximate worth of \$8000.00 from Sprinturf and Laser Industries, as per the attached documentation.*
- 2. Fox Tree Service and Roy Bittel for removal of 2 trees at the elementary school and middle school.*
- 3. \$500 from the Performing Arts Parents Association for the Elementary School Music Program.*

6. PERSONNEL**A) Termination**

BE IT RESOLVED that the Board hereby terminates the employment of Employee #701, part-time Custodial Worker I, effective the close of business on September 10, 2013, as recommended by the Superintendent of Schools.

B) Teaching Appointment

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following changes of status for:

- | | |
|----------------------------|---|
| <i>1. Samantha Spehler</i> | <i>Physical Education Teacher (.70 prorated)</i> |
| <i>Salary:</i> | <i>MA Step 2 (prorated)</i> |
| <i>Effective:</i> | <i>September 1, 2013</i> |
| <i>Probation Period:</i> | <i>September 1, 2013 – August 31, 2016</i> |
| <i>Reason:</i> | <i>Moving from 0.50 to 0.70 to provide Physical Ed. services for in-house BOCES Special Ed. Program</i> |

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|------------------------------|--|
| <i>2. Stephanie Forsberg</i> | <i>Living Environment and Research Teacher</i> |
| <i>Salary:</i> | <i>MA60 Step 1,</i> |
| <i>Effective:</i> | <i>September 1, 2013</i> |
| <i>Probation Period:</i> | <i>September 1, 2013 – August 31, 2016</i> |
| <i>Reason:</i> | <i>Moving from 0.70 to 1.00 to meet staffing needs due to enrollment increase at 1st year science level</i> |

C) Resignation

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of schools, accepts the resignation of Joshua Haight as Teaching Assistant, effective August 14, 2013.

D) Leave Replacement CSEA Appointments

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Leave Replacement appointment as per the CSEA contract:

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|----------------------|---|
| <i>1. Dewi Boyce</i> | <i>Teacher Aide</i> |
| <i>Salary:</i> | <i>CSEA</i> |
| <i>Effective:</i> | <i>September 1, 2013- June 30, 2014</i> |
| <i>Reason:</i> | <i>Replacement for Linder Loeser</i> |

E) CSEA Appointments

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

1. *Charlene Faro* *Teacher Aide*
 Salary: *CSEA; Step 2*
 Effective: *September 1, 2013*
 Reason: *Resignation of Amy Kearney*

2. *Linda Schmidt* *Teacher Aide*
 Salary: *CSEA, Step 2*
 Effective: *September 1, 2013*
 Reason: *Resignation of Margaret Allen*

3. *Laura Niewadomski* *Teacher Aide*
 Salary: *CSEA, Step 1*
 Effective: *September 1, 2013*
 Reason: *Resignation of Aimee Phillips*

4. *Scott McBride* *Teacher Aide*
 Salary: *CSEA, Step 1*
 Effective: *September 1, 2013*
 Reason: *Resignation of Maria Strada*

5. *Emily Grosse* *Teacher Aide*
 Salary: *CSEA, Step 1*
 Effective: *September 1, 2013*
 Reason: *Resignation of Jacqueline Borruso*

6. *Brittney Morlock* *Teacher Aide*
 Salary: *CSEA, Step 1*
 Effective: *September 1, 2013*
 Reason: *Resignation of Michelle Fennelly*

7. *Kimberly Van Bourgondien* *Teacher Aide*
 Salary: *CSEA*
 Effective: *September 1, 2013*
 Reason: *Resignation of Donna Warmuth*

8. *Margaret Peterson* *Cafeteria Monitor*
 Salary: *CSEA*
 Effective: *September 1, 2013*

9. *Lisa McSweeney* *Registered Nurse (.75 position)*
 Salary: *CSEA (prorated)*
 Effective: *September 1, 2013*

F) Co-Curricular Appointments

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following co-curricular appointments for the 2013/2014 school year:

<u>Name</u>	<u>Position</u>
1. Jamie Huebner	MS Newspaper Club Co-Advisor
2. Scott Garofola	MS Newspaper Club Co-Advisor
3. Stephanie Forsberg	Curriculum Development
4. Richard Doulos	Fitness Center
5. Rosemary Haddock	Curriculum Development
6. Tutors/Chaperones/Lunch Duty	

G) Appointments for the PM 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 2013/2014 school year:

<u>Name</u>	<u>Position</u>
1. Kimberly Aiello	Math
2. Justin Dulfon	English 11
3. Pam Filasky	Social Worker
4. Rita Musjce	Secretary
5. Jeff Neubauer	Geometry/Math for the College Bound
6. John Reilly	Global Studies/ Eco and Gov't
7. Chris Romero	Bilingual U.S. History
8. Kyle Valentine	U.S. History

H) Approval of Substitute Teachers

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Substitute Teacher positions, as per the HBTA Contract, for the 2013/2014 school year:

<u>Name</u>	<u>Certification</u>
1. Shannon Hickey	Elementary/Special Education
2. Lisa Bliss	Elementary/Special Education
3. Kathleen Burke	Special Education
4. Emily MacCary	Elementary 1-6
5. Samantha Schaaf	Elementary/Special Education
6. Cheryl Mittler	Music
7. Sandra Kolar	Elementary/Literacy/Mathematics
8. Rosemary Militano	Non Certified
9. Victoria Lombardo	Elementary
10. Lucius Ware	Elementary/Special Education
11. Babette Paul	Art

I) Approval of Support Positions

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute support staff for the 2013/14 school year:

<u>Name</u>	<u>Position</u>
1. Emily MacCary	Teacher Aide
2. Samantha Schaaf	Teacher Aide
3. Tanya Leonardi	Teacher Aide
4. Jessica Lennon	Registered Nurse
5. Carissa Sexton	Teacher Aide
6. Randy Fargo	Teacher Aide
7. Randy Fargo	Cafeteria Monitor
8. Sandra Cappelli	Teacher Aide
9. Tarrin Joslin	Teacher Aide
10. Anthony Imperial	Custodian
11. Linda Iaccio	Clerk Typist
12. Morgan Brown	Teacher Aide
13. Rosemary Militano	Teacher Aide
14. Thomas Pandolfo	Computer Technician

7. BOARD OF EDUCATION

A) Approval of CSEA Contract

WHEREAS, the negotiating teams for the Hampton Bays Union Free School District (“District”) and the Hampton Bays CSEA (“CSEA”) executed a Memorandum of Agreement, calling for the creation of a three-year successor Collectively Negotiated Agreement to the one that expired on June 30, 2013; and

WHEREAS, the Board is required by law to approve the expenditure of additional monies required to fund the provisions of the Collectively Negotiated Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies the Memorandum of Agreement between the District and the CSEA, covering the period from July 1, 2013 through June 30, 2016 and authorizes the funding of those monies necessary to implement the provisions of the 2013-2016 Collectively Negotiated Agreement.

B) Committee Reports

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