

**HAMPTON BAYS UNION FREE SCHOOL DISTRICT  
86 East Argonne Road  
Hampton Bays, New York 11946**

**Board of Education**

*Rich Joslin, President*

*Kevin Springer, Vice President*

*Dot Capuano, Trustee*

*Michael Dunn, Trustee*

*Liz Scully, Trustee*

*Lars Clemensen, Superintendent of Schools*

*Anna Marie Rojas, District Clerk*

**OFFICIAL AGENDA –July 5, 2016**

**Hampton Bays High School Room 9**

*It is expected that the Board of Education will enter Executive Session at approximately 6:30 pm prior to the scheduled public meeting to begin at 7:00pm to discuss the employment of a particular person.*

**PUBLIC HEARING ON CODE OF CONDUCT REVISIONS, DISTRICT-WIDE SCHOOL SAFETY PLAN AND BULDING LEVEL EMERGENCY RESPONSE PLAN**

**7:00 PM -- BUSINESS MEETING**

**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, June 14, 2016.*

*Note: draft minutes will be available on the District’s website approximately two weeks following business meetings.*

**B) Public Comment**

*Speakers will be recognized who wish to address the Board on agenda items only.*

**3. PRESENTATIONS AND REPORTS**

**A) Superintendent’s Report**

*Lars Clemensen*

*Graduation Presentation*

**4. BUSINESS, FINANCE, AND OPERATIONS**

**A) Administrator’s Report**

*Larry Luce*

**B) Approval of Contracts**

*RESOLVED, that the Board of Education, upon the recommendation of the 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. 2016-2017 Food Service Consulting Proposal, as per the attached documentation.*
- 2. Walter McDermott, Telephone Auditing Services, as per the attached documentation.*

3. *Cullen & Danowski, LLP for Audit services, for the 2016-2017 school year, as per the attached documentation.*
4. *Bonnie Boeger Music Therapy Services for the 2016-2017 school year, as per the attached documentation.*
5. *Mill Neck Interpreter Services for the 2016-2017 school year, as per the attached documentation.*
6. *Da Vinci Education & Research, LLC for consultation services for the 2016-2017 school year as per the attached documentation.*
7. *Achieve Beyond, for educational services for the 2016-2017 school year as per the attached documentation.*
8. *Long Island Developmental Consulting, Inc. for behavior intervention, Autism, and other related services, for the 2016-2017 school year as per the attached documentation.*
9. *Out East Therapy of NY for OT, PT, SLP, RN and Psychology services, for the 2016-2017 school year as per the attached documentation.*
10. *Careen and Employment Options, Inc. for consulting services for the 2016-2017 school year, as per the attached documentation.*
11. *Metro Therapy, Inc. for therapy services, for the 2016-2017 school year, as per the attached documentation.*
12. *Center Moriches Union Free School District, for Special Education Services, for the 2016-2017, as per the attached documentation.*
13. *Tutoring Service of Long Island for professional services, for the 2016-2017 school year, as per the attached documentation.*
14. *Family Service League, for mental health services, for the 2016-2017 school year as per the attached documentation.*
15. *Helping Hands Consultation Services, Inc. DBA, for consulting services, for the 2016-2017 school year, as per the attached documentation.*
16. *St James Tutoring for tutoring services for the 2016-2017 school year, as per the attached documentation.*
17. *Kids in Action of Long Island, Inc., for therapy services, for the 2016-2017 school year, as per the attached documentation.*
18. *R.S. Abrams & Co., LLP, for auditing services, for the 2016-2017 school year, as per the attached documentation.*
19. *Tuckahoe Common School District for educational services for elementary school life skills, as per the attached documentation.*
20. *Tuckahoe Common School District for educational services for middle school life skills, as per the attached documentation.*
21. *Assetworks for the 2016-2017 school year, as per the attached documentation.*
22. *Carr Maintenance Agreement, from June 30, 2016 through June 30, 2019, as per the attached documentation.*

C) **Financial Reports**

*RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator, accepts the following Financial Reports:*

- *Budget Transfer General/Capital Report–June 2016*
- *Appropriation Status Report – June 2016*
- *Warrant Reports –June 2016*
- *Cash Disbursements – June 2016*
- *Revenue Budget Status Report – General –June 2016*
- *Revenue Budget Status Report – Cafeteria –June 2016*
- *Appropriation Status Report- Cafeteria –June 2016*
- *Treasurer’s Monthly Report – May 2016*
- *Capital Fund Appropriations Report –June 2016*
- *Capital Fund Revenue Report –June 2016*
- *Special Aid Fund Appropriations Report- June 2016*

- *Trial Balance General Fund –June 2016*
- *Trial Balance School Lunch Fund –June 2016*
- *Trial Balance Capital Fund –June 2016*
- *Trial Balance Trust and Agency Fund –June 2016*
- *Trial Balance Special Aid Fund –June 2016*
- *Trial Balance Extracurricular Fund –June 2016*
- *Cash Flow Report –June 2016*
- *Internal Claims Audit Report –June 2016*
- *Student Enrollment Report –June 2016*

**D) 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. *\$32,250 to adjust for middle and elementary school parking lot pavement seal and restripe, as per the attached documentation.*
2. *\$10,500 to adjust for new side and back curtains on the high school auditorium stage, as per the attached documentation.*
3. *\$10,700 to adjust for lighting bar winch replacement in the high school auditorium, as per the attached documentation.*
4. *\$29,850 to adjust for three final repairs for auditorium, as per the attached documentation.*

**E) Approval of Change Order – Bond Referendum Projects Phase 3**

*RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator, hereby approves SED No. 58-09-05-02-0-003-013:*

1. *Change Order No. 9-GC in the amount of \$5,237.00 for CCLI the General Construction contract, as per the attached documentation.*
2. *Change Order No. 10-GC in the amount of \$31,959.00 for CCLI the General Construction Contract, as per the attached documentation.*
3. *Change Order No. 11-GC in the amount of \$14,807.00 for CCLI the General Construction Contract, as per the attached documentation.*
4. *Change Order No. 12-GC in the amount of \$3,367.00 for CCLI the General Construction Contract, as per the attached documentation.*
5. *Change Order No. 13-GC in the amount of \$25,600.00 for CCLI the General Construction Contract as per the attached documentation.*
6. *Change Order No. 14-GC in the amount of \$10,598.00 for CCLI the General Construction Contract, as per the attached documentation.*
7. *Change Order No. 3 in the amount of \$23,320.00 for Hirsch & Company, the Plumbing Contract, as per the attached documentation.*

**F) Approval of FSMC Cooperative Bid**

*WHEREAS, the Hampton Bays Union Free School District (hereinafter “Hampton Bays”) has offered the East Quogue Union Free School District (“East Quogue”) the opportunity to participate in a cooperative bid regarding Food Service Management services in an effort to provide more efficient and cost effective food management services for both school districts; and*

*WHEREAS, the Board of Education believes that it would be in the best interest of Hampton Bays to participate in such cooperative bid, with such cooperative bidding to take place through Hampton Bays; and*

WHEREAS, such municipal cooperative activities are authorized by Article 5-G of the General Municipal Law;

THEREFORE, BE IT RESOLVED, upon receipt of a duly approved resolution authorizing the participation by East Quogue in the cooperative bidding of Food Service Management services, the Board of Education hereby approves cooperatively bidding for Food Service Management services through Hampton Bays, on behalf of both Hampton Bays and East Quogue, whereby the school districts will share services such as the food service director, single chef or guest chef, certain menu items, and other similar services; and

BE IT FURTHER RESOLVED, that the District Clerk shall provide East Quogue with a copy of this resolution.

**G) Acceptance of Donations**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the School Business Official, accept the generous donation of:

- 1. \$500 from Hampton Bays Performing Arts Parents Association (PAPA), for the elementary school music program, as per the attached documentation.

**5. STUDENT SERVICES**

**A) Approval of CSE/CPSE Services**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, arranges for the placement of students with disabilities as presented to the Board of Education.

**6. PERSONNEL**

**A) Approval of Teaching Appointments**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals for instructional positions in 2016-17:

- 1. Amanda Greco                                      HS Special Education Teacher
  - Effective:    August 31, 2016
  - Salary:     MA Step 2
  - Probationary Period:                              August 31, 2016 – August 30, 2020
  - Reason:    New Position, as per 2016-2017 Budget

**B) Approval of Teacher Assistant Appointment**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals for instructional positions in 2016-17:

- 1. Lena Koutsoyiannis                              Teacher Assistant
  - Effective:    August 31, 2016
  - Salary:     Certified TA, Step 1
  - Probationary Period:                              August 31, 2016 to August 30, 2020
  - Reason:    Retirement of Anne Waring

**C) Approval of Summer School Staff**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals for the Summer School program for 2016/2017 school year as per the HBTA and CSEA contracts:

<u>Name</u>	<u>Position</u>
1. Christine Anselmo	School Psychologist
2. Shannon Hickey	Special Ed (ESY) Teacher

3. Elizabeth Hubbard	Special Ed (ESY) Teacher
4. Judith Leopard	Special Ed (ESY) Teacher
5. Rachel Booras	Special Ed (ESY) Teacher
6. Nicola Matzner	Special Ed (ESY) Teacher
7. Brittany Morlock	Special Ed (ESY) Teacher
8. Deborah McDowell	Special Ed (ESY) Teacher
9. Carla Pensa	Special Ed (ESY) Teacher
10. Kaitlyn Roche	Special Ed (ESY) Teacher
11. John Roche	Special Ed (ESY) Teacher
12. Anthony Schmidt	AIS Teacher
13. Kathleen Ambrose	AIS Teacher
14. Pat Biscardi	AIS Teacher
15. Joan Crowley	AIS Teacher
16. Jonathan DellaSperanza	AIS Teacher
17. Elizabeth Lanni	AIS Teacher
18. Kristie Loper	AIS Teacher
19. Kerri Ottati	AIS Teacher
20. Robin Mancuso	AIS Teacher
21. Amy McNamara	AIS Teacher
22. Joan Moran	AIS Teacher
23. Linda Schmidt	AIS Teacher
24. Emily Grosse	AIS Teacher
25. Vicki Manzullo	Teaching Asst. (MS Life Skills Academy)
26. Lauren Mikelinich	Teaching Asst. (ES Life Skills Academy)
27. Maria Walker	Teaching Asst. (HS Life Skills Academy)
28. Kathy Algieri	Substitute Teacher
29. Jamie Huebner	Substitute Teacher
30. Christopher Warren	Substitute Teacher
31. Ashley Lombardo	Substitute Teacher
32. Sharon Wheeler	Substitute Teacher
33. Jennifer Loesch	Substitute Teacher
34. Michelle Marrone	Substitute Teacher
35. Danielle Alberti	Teacher Aide
36. Lisa Agoglia	Teacher Aide
37. Michele Bedoya	Teacher Aide
38. Peggi Booth	Teacher Aide
39. Carol Calderaro	Teacher Aide
40. Mackenzie Engledrum	Teacher Aide
41. Dawn Kampf	Teacher Aide
42. Patricia McCrave	Teacher Aide
43. Marie Perez	Teacher Aide
44. Margaret Peterson	Teacher Aide
45. Nancy Stanton	Teacher Aide
46. Margaret Urcuiolio	Teacher Aide
47. Corrine Vazac	Teacher Aide
48. Bethany Venditto	Teacher Aide
49. Lisa Richmond	Teacher Aide
50. Meena Chockalingam	Teacher Aide
51. Lisa Witschi	Teacher Aide
52. Sera Prizzi	Teacher Aide
53. Carla Magnozzi	Substitute Teacher Aide
54. Monica Hanes	Substitute Teacher Aide

**D) Approval of Co-Curricular Appointments**

*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments for the 2015-2016 school year:*

<u>Name</u>	<u>Position</u>
1. Rodney Way	HS AIS Algebra
2. Patricia Beach	Curr. Development-Algebra
3. Laurie Dyno	Curr. Development-Algebra

**E) Approval of Co-Curricular Appointments**

*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments for the 2016-2017 school year:*

<u>Name</u>	<u>Position</u>
1. Danielle Russo	Curr. Writing–Global Grade 9
2. Diane Fox	Curr. Writing–Global Grade 9 \$

**F) Approval of Student Aide Positions**

*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following for the 2016-2017 school year:*

<u>Name</u>	<u>Position</u>
1. Daniel Romano	Student Aide
2. Matthew Godfrey	Student Aide
3. Matthew Dean	Student Aide

**G) Approval of CSEA Appointments**

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

1. Lisa Witschi	Teacher Aide (6.5)
Effective:	August 31, 2016
Salary:	Step 1
Reason:	New Student, as per IEP
2. Sera Prizzi	Teacher Aide (6.5)
Effective:	August 31, 2016
Salary:	Step 1
Reason:	New Student, as per IEP
3. Lisa Tanaka	School Nurse
Effective:	August 31, 2016
Salary:	Step 1
Reason:	Retirement of Nancy Slowey
5. Dawn Tejada-Lingg	Senior Account Clerk Typist
Effective:	July 6, 2016 (pro-rated)
Salary:	Step 1
Reason:	Retirement of Helen Schottenhamel

**H) Approval of Substitute Support Positions**

*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute support staff for the 2016-2017 school year:*



<u>Name</u>	<u>Position</u>	
1. Helen Schottenhamel	Clerical Trainer	
2. Nancy Boden	Sub-Clerical	
3. Susan VonBartheld	Sub-Clerical	\$

**D) Approval of Schedules of Salaries for Non-Aligned Employees**

*RESOLVED, that the Board of Education accepts the schedule of salaries for non-aligned employees, as per the attached documentation.*

**7. BOARD OF EDUCATION**

**A) PUBLIC HEARING: Code of Conduct and District-wide School Safety Plan**

**B) Approval of Second Reading and Adoption of Board of Education Policies**

*BE IT RESOLVED, that the Board of Education hereby approves the second reading and adoption of the following policies:*

1. 1120 School District Records (and Regulation)
2. 1230 Public Participation and Board of Education Meetings
3. 1500 Public Use of School Facilities (and Regulation)
4. 2120 School Board Elections
5. 4710 Grading Systems (and Regulation)
6. 5220 School-sponsored Student Expression
7. 5225 Student Personal Expression
8. 5420 Student Health Services (and Regulation)
9. 6900 Disposal of District Property
10. 8112 Health and Safety Committee
11. 8121 Opioid Overdose Prevention (and Regulation)
12. 9130 Computer Resources and Data Management

**C) 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, 2016; 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, 2016 through June 30, 2019 and authorizes the funding of those monies necessary to implement the provisions of the 2016-2019 Collectively Negotiated Agreement.*

**D) Approval of Overnight Field Trips 2016-2017 School Year**

*RESOLVED, that the Board of Education hereby approves the following overnight field trips for the 2016-2017 school year, as per the attached documentation:*

1. Grade 7 trip to Frost Valley YMCA, Claryville, NY, November 9-11, 2016.
2. Grade 8 trip to Washington DC, March 9-11, 2017.

**E) Approval of Notice of Annual District Meeting of the Hampton Bays UFSD on behalf of the Hampton Bays Public Library**

*BE IT RESOLVED, that the Board of Education approves the attached Notice of Annual District Meeting to be published June 23<sup>rd</sup>, July 7<sup>th</sup>, July 21<sup>st</sup> and August 4, 2016 in the Southampton Press Western Edition (Appendix #1).*

F) **Appointment of Workers for Election and Special District Meeting for the Purpose of a Budget Vote on Behalf of the Hampton Bays Public Library**

*BE IT RESOLVED, that the Board of Education of the Hampton Bays UFSD approves the appointment of the Chairperson, Acting Clerk, Assistant Clerks, Inspector and Assistant Inspectors for the District Budget/Board Vacancy vote to be held Tuesday, August 9, 2016 as annexed hereto (Appendix #2).*

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**