

**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 –April 18, 2017**

**Hampton Bays High School Library**

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

**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, March 14, 2017.*

*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) **The Class of 2017 Representatives** *Chris Richardt*
  - *Salutatorian – Nicholas Kolb*
  - *Valedictorian – Erik Morastitla*
- B) **Students of the Month - March**
  - *Matthew Zheng* *Marc Meyer*
  - *Isabella Jaramillo Arango* *Dennis Schug*
  - *Rina Tello* *Christopher Richardt*
- C) **Superintendent's Report** *Lars Clemensen*

**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. *Sag Harbor UFSD Health and Welfare Services Contract, 2016-2017*
2. *Family Service League Contract and Consulting Agreement, 2017-2018*
3. *Eastern Suffolk BOCES Facility Use Contract, 2017-2018*
4. *Oysterponds UFSD Instructional Service Contract, 2016-2017*
5. *South Huntington UFSD Health and Welfare Services Contract for 2016-2017*
6. *Margaret A. Flood, Speech Language Pathologist for February 15 - June 30, 2017*

**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 – March 2017*
- *Appropriation Status Report – March 2017*
- *Warrant Reports – March 2017*
- *Cash Disbursements – March 2017*
- *Revenue Budget Status Report – General – March 2017*
- *Revenue Budget Status Report – Cafeteria – March 2017*
- *Appropriation Status Report- Cafeteria – March 2017*
- *Treasurer’s Monthly Report – February/March 2017*
- *Capital Fund Appropriations Report – March 2017*
- *Capital Fund Revenue Report – March 2017*
- *Special Aid Fund Appropriations Report- March 2017*
- *Special Aid Fund Revenue Report – March 2017*
- *Trial Balance General Fund – March 2017*
- *Trial Balance School Lunch Fund – March 2017*
- *Trial Balance Capital Fund – March 2017*
- *Trial Balance Trust and Agency Fund – March 2017*
- *Trial Balance Special Aid Fund – March 2017*
- *Cash Flow Report – March 2017*
- *Internal Claims Audit Report – March 2017*
- *Student Enrollment Report – March 2017*

**D) Budget Transfers**

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

1. *\$57,492.00 to adjust for overtime and scheduling of part-time custodians.*
2. *\$80,000.00 to adjust to encumber for teacher retirements.*
3. *\$65,000.00 to adjust to encumber for teacher retirements.*
4. *\$293,017.74 to adjust for movement/reassignment of special education staff.*
5. *\$300,467.00 to adjust for movement/reassignment in the elementary school.*

**E) Approval of Joint Municipal Cooperative Bidding Program**

*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 UFSD, an 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.*

**F) Approval to Dispose of Equipment**

*RESOLVED, that the Board of Education, upon the recommendation of the School Business Official, hereby authorizes the declaration of the following as “surplus” and directs the School Business Official to dispose of the surplus in accordance with Board of Education policy and procedure:*

<b>Manufacturer</b>	<b>Description</b>	<b>HBUFSD Asset Tag #</b>
Cisco	4400 Series Wireless LAN Controller	105992
IBM	eServer	100652
IBM	Blade Server	105991
IBM	SAN	20150096
Panasonic	Network Video Recorder	106522
Cisco	2800 Series	107799

Dell	Optiplex 755	106653
Dell	Optiplex 780	107103
APC	Smart UPS 1000	106392

## 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 Resignations

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

- 1. Richard Gostic, Teacher, effective June 30, 2017, for purposes of retirement.*
- 2. Katelyn Corwith, Teacher Aide, effective April 7, 2017.*

### B) Approval of Leaves of Absence

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

- 1. Joan Moran, Teacher, Family Medical Leave, Article XXIII(D2), 4/29/17-5/8/17*
- 2. Katelyn Maresca, Teacher, Family Medical Leave, Article XXIII(D1), 4/17/17-6/12/17*
- 3. Adam Fritzen, Teacher, Family Medical Leave, Article XXIII(D1), 8/31/17-10/30/17*
- 4. Rachel Booras, Teacher, Family Medical Leave, Article XXIII(D1), 4/15/17-5/9/17*
- 5. Elizabeth Lanni, Teacher, Family Medical Leave, Article XXIII(D1), 3/19/17-6/23/17*
- 6. Elizabeth Lanni, Teacher, Family Medical Leave, Article XXIII(D1), 8/31/17-6/22/18*
- 7. Catherine Allen, Teacher Aide, Leave of Absence, Article IX (D5), 3/25/17-3/24/18*

### C) Approval of Co-Curricular Appointments

*RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments for 2016-17:*

<u>Name</u>	<u>Position</u>
<i>1. Scott Garofola</i>	<i>Mentor-Emily Grosse</i>
<i>2. Jessica Mills</i>	<i>Let's Move Club</i>
<i>3. Emily Varonier</i>	<i>Athletic Supervision</i>

### D) Co-Curricular Enrichment Appointments

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

<u>Name</u>	<u>Position</u>
<i>1. Wendy Alberti</i>	<i>Substitute</i>
<i>2. Maria Perez</i>	<i>Substitute</i>

### E) 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 2016-17:*

<u>Name</u>	<u>Certification</u>
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1. Susan Booth Elementary Education

**F) 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 2016-17:*

<u>Name</u>	<u>Position</u>
1. William Nixon	Sub custodian

**G) Correcting Resolution 2016-2017 School Year**

*RESOLVED, that the Board of Education hereby corrects the following resolutions:*

1. #100 to now read: Michelle Edwards, After School AIS/English, \$51.00/hour.
2. #49 to now read:
  - a. Elizabeth Lanni, Mentor (Grosse), pro-rated.
  - b. Elizabeth Lanni, Let's Move Club, pro-rated.
  - c. Laurie Dyno, Mentor (Andrey Garro), prorated
  - d. Remove Judy Leopard as Garden Coordinator
3. #44 to now read: John Foster–JV Baseball, B2-III, \$5,572

**7. BOARD OF EDUCATION**

**A) Board Committee Reports**

**B) Approval of Overnight Field Trips**

*RESOLVED, that the Board of Education hereby approves the following overnight field trips for the 2017-2018 school year:*

1. 8<sup>th</sup> Grade trip to Frost Valley, Claryville, NY, November 8-10, 2017.

**D) Adoption of 2017-2018 Proposed Budget and NYS Property Tax Report Card**

*BE IT RESOLVED, that the Board of Education adopts the proposed budget for the 2017-2018 school year in the amount of \$50,833,896 to be presented to the voters on May 16, 2017 and the NYS 2017 Property Tax Report Card.*

**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**