

Minutes of the November 8, 2011 BOE Business Mtg
HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: November 8, 2011 **KIND OF MEETING:** Business
LOCATION: HS Library **PRESIDING OFFICER:** President
MEMBERS PRESENT: Doug Oakland, Chris Garvey, Warren Booth, Richard Joslin, Dot Capuano
MEMBERS ABSENT: None
OTHERS PRESENT: Lars Clemensen, Larry Luce, Anna Marie Rojas

CALL TO ORDER: 5:00 PM
ADJOURN TO EXECUTIVE SESSION: 5:05 PM
AUDIT COMMITTEE MEETING: 6:40 PM
CLOSE AUDIT COMMITTEE MTG: 6:55 PM
RESUME BUSINESS MEETING: 7:08 PM
ADJOURNMENT: 8:17 PM

| Resolution # | Description | Outcome |
|---------------------|--|----------------|
| Resolution #109 | Approval of Order of Agenda | Passed |
| Resolution #110 | Approval of Minutes | Passed |
| Resolution #111 | Tenure Appointment (Bishop) | Passed |
| Resolution #112 | Acceptance of 2010-2011 Audit Report | Passed |
| Resolution #113 | Approval of Contracts | Passed |
| Resolution #114 | Budget Transfers | Passed |
| Resolution #115 | Financial Reports | Passed |
| Resolution #116 | Establishment of Petty Cash Fund for Life Skills Program | Passed |
| Resolution #117 | Acceptance of Donations | Passed |
| Resolution #118 | Approval of CSE/CPSE | Passed |
| Resolution #119 | Resignation (Frontino) | Passed |
| Resolution #120 | Co-Curricular Appointments | Passed |
| Resolution #121 | Approval of Coaching Assignments | Passed |
| Resolution #122 | Approval of Substitute Teachers | Passed |

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|------------------------|---|---------------|
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| Resolution #123 | Approval of Support Positions (Jones) | Passed |
| Resolution #124 | CSEA Appointments (Florimont, Teuber, Lever) | Passed |
| Resolution #125 | Approval of Senior Trip (Woodloch, PA) | Passed |
| Resolution #126 | Authorization to Establish a Budget Advisory Committee | Passed |
| Resolution #127 | Approval of First Reading of a Board of Education Policy (Inventory, Accounting of Fixed Assets and Tracking Policy) | 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 to discuss matters related to specific personnel matter.

On a motion by Mr. Garvey, seconded by Mr. Joslin, the Executive Session adjourned to the Audit Committee Meeting.

On a motion by Mr. Booth, seconded by Mr. Joslin, the Business meeting resumed.

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

Resolution #109

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

5 aye

CLERK'S REPORT

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

Resolution #110

BE IT RESOLVED that the Board of Education accepts minutes of the Business Meeting held Tuesday, October 11, 2011.

5 aye

PUBLIC COMMENT – none

PRESENTATIONS

SUPERINTENDENT'S REPORT

Lars Clemensen spoke about the following:

- E-School Parent Portal
- Budget Development Advisory Committee
- Hampton Bays Elementary School and Middle School Annual Veterans Day Ceremony
- Skidmore Fields
- Hampton Bays Education Foundation Membership Drive

- **National School Boards Recognition Week – Thank you to the Board**

Peter Rodriguez for Cullen and Danowski, LLP, External Auditors reviewed the Management letter.

Student of the Month – October

- **Alexander Chabla Rodriguez – Grade 3**
- **Hannah Hansen – Grade 6**
- **Luis Campos – Grade 12**

Drew Walker, Athletic Director presented an overview of the Fall athletic season and a look ahead to the Winter season talking about the following:

- **Homecoming and the Week of Lights**
- **Playoffs – Soccer, Volleyball and Football**
- **Gym floors being redone**
- **Fields being prepared for Spring**
- **New Scoreboard**

Michael T. Carlson, Assistant Principal of the Middle School gave a presentation on Bullying Prevention Month – copy attached

Larry Luce presented the information on the following areas to the Board of Education:

- **BOCES aid**
- **East End Sanitation donation**
- **Guest Chef on November 16, 2011**
- **LaValle First time homeowner tax break**
- **Pupil Benefits**
- **Michael's settlement (\$200 gift card for each school)**
- **Utility check**
- **Budget Advisory Committee**

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

Resolution #111

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the following individual be granted tenure in accordance with Chapter I of the Board of Regents of the New York State Education Law and;

WHEREAS, the Board of Education is in accordance with such recommendation, BE IT RESOLVED, that the following individuals be granted tenure in the special subject tenure area indicated effective November 1, 2011, unless otherwise noted:

Megan Bishop – Section 30-1.8 (b)(5) School Media Specialist (Library)

BUSINESS AND FINANCE

On a motion by Mr. Garvey, seconded by Ms. Capuano the following resolutions #112 - #124 were offered in a consent agenda format, with an amendment (removal of #2) to Resolution #121:

5 aye

Resolution #112

RESOLVED, that the Board of Education, upon the recommendation of Larry Luce, hereby accepts the 2010-2011 Audit Report, as per the attached documentation.

Resolution #113

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. East End Sanitation for trash removal beginning October 1, 2011 and ending September 30, 2012, as per the attached documentation.**
- 2. Just Kids Early Childhood Learning Center, for 611 of IDEA flow through funds, as per the attached documentation.**

Resolution #114

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

- 1. \$26,346.95 year end close, as per the attached documentation**

Resolution #115

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

- Budget Transfer Report – October 2011**
- Appropriation Status Report – October 2011**
- Warrant Reports – October 2011**
- Cash Disbursements - October 2011**
- Treasurer’s Monthly Report –September 2011**
- Student Activity Account – August 2011-Amended**
- Revenue Budget Status Report – General –October 2011**
- Revenue Budget Status Report – Cafeteria –October 2011**
- Appropriation Status Report- Cafeteria –October 2011**
- Capital Fund Appropriations Report – October 2011**
- Capital Fund Revenue Report – October 2011**
- Special Aid Fund Appropriations Report – October 2011**
- Special Aid Fund Revenue Report – October 2011**
- Internal Claims Audit Report – October 2011**
- Student Enrollment Report – October 2011**

Resolution #116

Whereas, the District has two Life Skills classes, one at the Middle School and one at the High School; and

Whereas, it is necessary for the students in the Life Skills classes to learn life skills such as counting real money, making change, going to a store and purchasing something and making sure that correct change was given;

Therefore, Be It Resolved, that the Board of Education, at the request of the Assistant Superintendent for Pupil Personnel and upon the recommendation of the School Business Official, hereby authorizes providing each of the teachers of the Life Skills classes with \$150 in cash for use in the classroom which will be returned to the general fund at the end of the school year, as well as petty cash funds in the amount of \$100.00 each, with Life Skills teachers Kyle Valentine and Moira Hayes appointed as custodians of the two petty cash funds for the 2011-12 school year. The District Treasurer shall check the funds for accuracy as needed, but not less than once each semester.

Resolution #117

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

1. Tom Berglin and Peconic Iron Works, for donating two, steel I-beams (\$1,080) for the new scoreboard at the Skidmore Athletic Field.
2. The Hampton Bays Booster Club, for donating \$ 1800 to install the I-Beams for the new scoreboard at the Skidmore Athletic Field.
3. The Hampton Bays Booster Club, for donating \$3,300 for a new scorers table that will be used at the High School for athletic contests and other school functions.
4. Steven J. Bogert, for the donation of a bluestone rock for the dedication of the Skidmore Athletic Fields.
5. East End Sanitation for donation of a dumpster for MS trash for \$5,031 for the year Oct 1, 2011 - Sept. 30, 2012.

STUDENT SERVICES**Resolution #118**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the recommendations of the Committee on Special Education for the following students:

CSE:

03/22/2011 000013070, 022270012, 051790011, 051870015, 052500000, 072480000,
082410006

03/23/2011 041830013, 041830015, 041830016, 041830024, 051880020.
061350000,091100002

03/24/2011 000011004, 000012008, 000013035, 051870011, 060940000, 062410003,
082980000

03/25/2011 022610002, 033010003, 072260000, 092600001

03/28/2011 051870006, 051880013, 051960002, 05190002, 052210000, 062410007

CPSE:

06/01/2011 100220001, 100630005, 101380000, 101610004, 110180002, 110820001

06/16/2011 8 88888909, 888888910, 888888911
 07/13/2011 888888948
 08/01/2011 88888890

PERSONNEL

Resolution #119

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

1. Marc Frontino

Position: Teacher 1:1 Aide
Effective: October 17, 2011

Resolution #120

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following Co-Curricular appointments:

| <u>Name</u> | <u>Position</u> | <u>Stipend</u> |
|----------------------------|----------------------------------|-----------------------|
| 1. Adam Fritzen | Enrichment-Boys Sports - Gr. 3-4 | \$51.00/hour |
| 2. Kameron Kaiser | Enrichment Olympics-Gr. K | \$51.00/hour |
| 3. Megan King | Enrichment Sports-Gr. 3-4 | \$51.00/hour |
| 4. Lisa Marte | Enrichment Olympics-Gr. K-1 | \$51.00/hour |
| 5. Debra McDowell | Enrichment Arts & Crafts-Gr. 3-4 | \$51.00/hour |
| 6. Nicole Paga | Enrichment Zumba-Gr. 2-3 | \$51.00/hour |
| 7. Linda Schmidt | Enrichment Reading - Gr. K-1 | \$51.00/hour |
| 8. Angela Tenaglia | Enrichment Sports-Gr. K-1 | \$51.00/hour |
| 9. Elizabeth Thorne | Enrichment Language-Gr. 2 | \$51.00/hour |
| 10. Dave Goodman | AIS Teacher | \$51.00/hour |
| 11. Jonathan DellaSperanza | Teacher Teaching Teachers | \$36.00/hour |

Resolution #121

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching positions for the 2011/12 school year as per the HBTA contract:

| <u>Name</u> | <u>Position</u> | <u>Level</u> | <u>Stipend</u> |
|--------------------|------------------------|---------------------|-----------------------|
| 1. Marc Kops | Varsity Girls Soccer | B1-II | \$6,185 (prorated) |
| 2. Alyssa Lanino | Asst. Varsity Softball | B2-I | \$3,864 |

Resolution #122

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 2011-2012 school year:

| <u>Name</u> | <u>Certification</u> |
|-----------------------|------------------------------------|
| 1. Colleen Jayne | Elementary |
| 2. Erica Marzano | Mathematics 5-12 |
| 3. Aimee Barone White | Elementary N-6/Social Studies 7-12 |
| 4. Alyssa Lanino | Social Studies |
| 5. Lindsey Campbell | Special Education/Mathematics |

Resolution #123

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following support staff for the 2011/12 school year:

| <u>Name</u> | <u>Position</u> | <u>Salary</u> |
|---------------------------|------------------|---------------|
| 1. Jane Oliver | Sub Teacher Aide | \$13.67/hour |
| 2. Melissa Haller | Sub Teacher Aide | \$13.67/hour |
| 3. Meaghan Douglas | Sub Clerk Typist | \$16.60/hour |
| 4. Maria Strada | Sub Teacher Aide | \$13.67/hour |
| 5. Aleksander Kozuchowski | Student Aide | \$9.00/hour |

Resolution #124

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

1. **Lori Florimont**
 Position: Teacher Aide
 Effective: November 9, 2011
 Salary: CSEA Step 1 \$17,776 (prorated)
 Reason: Replacement of Marc Frontino

2. **Kristin Teuber**
 Position: Teacher Aide
 Effective: November 9, 2011
 Salary: CSEA Step 1 \$17,776 (prorated)
 Reason: Replacement of Suzanne Chiorando

3. **Joe Lever**
 Position: Teacher Aide
 Effective: November 9, 2011
 Salary: CSEA Step 1 \$17,776 (prorated)
 Reason: Required for new student

BOARD OF EDUCATION

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

Resolution #125

RESOLVED, that the Board of Education hereby approves the Senior Trip to Woodloch, Pennsylvania for the 2011-2012 school year, as per the attached documentation.

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

Resolution #126

RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools to establish a Budget Advisory Committee, consisting of Hampton Bays' residents, that represents various stakeholder groups in the community with the purpose of advising in the development of the 2012-2013 School Budget, as per the attached documentation.

5 aye

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

Resolution #127

RESOLVED, that the Board of Education approves the first reading of the following policy:

- 1. Inventory, Accounting of Fixed Assets and Tracking Policy, #TBD**

PUBLIC COMMENT – Adam Ortiz

The Board had additional discussion about the Universal Pre-K moving to the High School.

ADJOURNMENT

On a motion by Mr. Garvey seconded by Mr. Booth, the Business meeting adjourned at 8:17 PM.

5 aye

Respectfully submitted,

**District Clerk
Anna Marie Rojas**