

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

**BUSINESS MEETING
OFFICIAL AGENDA
HIGH SCHOOL LIBRARY
SEPTEMBER 11, 2012; 7:00PM**

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

Public Hearing on Code of Conduct

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 14, 2012.

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. PRESENTATIONS

- A) Concussion Management Policy – Drew Walker**
- B) 2011-12 Student Achievement – Denise Sullivan**
- C) Opening School Reports**
 - *Elementary School – Marc Meyer*
 - *Middle School – Dennis Schug*
 - *High School – Chris Richardt*

5. 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. Addendum to the License Agreement with SCOPE for the Universal Pre K Program, for the 2012-2013 school year, as per the attached documentation.*
- 2. Leasehold Space Agreement with Cam-Held Enterprises Inc., DBA Just Kids Learning Center for the 2012-2012 school year, as per the attached documentation.*
- 3. Child Development Center of the Hamptons for Academic Services for the 2012-2013 school year, as per the attached documentation.*
- 4. St. James Tutoring, Inc. for professional tutoring services, 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. \$464,600 for voter approved renovations for Pre-K construction, 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 2012*
- Appropriation Status Report – August 2012*
- Warrant Reports – August 2012*
- Cash Disbursements – August 2012*
- Treasurer's Monthly Report – July 2012*
- Revenue Budget Status Report – General – August 2012*
- Revenue Budget Status Report – Cafeteria – August 2012*
- Appropriation Status Report- Cafeteria – August 2012*
- Capital Fund Appropriations Report – August 2012*
- Capital Fund Revenue Report – August 2012*
- Special Aid Fund Appropriations Report- August 2012*
- Fund Balance General Fund – August 2012*
- Cash Flow Report – July 2012*
- Trial Balance General Fund – August 2012*
- Trial Balance School Lunch Fund – August 2012*
- Trial Balance Capital Fund – August 2012*
- Trial Balance Trust and Agency Fund – August 2012*

- *Trial Balance Extracurricular Activities Fund – August 2012*
- *Students Accounts Report – August 2012*
- *Internal Claims Audit Report – August 2012*
- *Student Enrollment Report – August 2012*

E) Authorization for Disposal of Surplus Textbooks

BE IT RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator, hereby authorized the disposal of the following textbooks:

- 1. 100 Heath Mathematics Connections textbooks 1992.*
- 2. 100 Heath workbooks Mathematics Connections 1994.*
- 3. 100 New York Reading Coach Terra Nova Edition Level 3 workbooks 2000.*

F) Establishment of Petty Cash Fund for Life Skills Program

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 2012-13 school year. The District Treasurer shall check the funds for accuracy as needed, but not less than once each semester.

G) Establishment of a Petty Cash Fund for the Cafeteria

WHEREAS, The District accepts payment for outstanding cafeteria balances at the District Office as a convenience to students and parents; and

WHEREAS, students and parents often need change when paying outstanding balances to the cafeteria fund;

THEREFORE BE IT REOLVED, that the Board of Education, at the request of the School Business Administrator, hereby authorizes providing the district treasurer, Michelle Siriani, with a petty cash amount of \$100 from the cafeteria fund to be kept in a locked box in District Office and used for the purpose of making change when accepting payments of outstanding balances.

6. STUDENT SERVICES**A) Appointment of Chairperson for Committee on Special Education**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, that Stacy Naglieri be appointed to the Committee on Special Education and the Committee on Preschool Special Education for the 2012-2013 school year.

7. PERSONNEL**A) Appointments**

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

1. Scott Garofola

*Position: Special Education Teacher
 Salary: BA Step 2
 Effective: August 30, 2012
 Probation Period: September 1, 2010 – June 30, 2013
 Reason: Replacement of Erica Hayes*

2. Joseph Burger

*Position: Social Studies Teacher
 Salary: MA Step 1
 Effective: August 30, 2012
 Probation Period: September 1, 2012 – August 31, 2015
 Reason: Replacement of Porfirio Lopez*

B) Leave Replacement Teaching Assistant Appointments

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

1. Michelle Aulet

*Position: Teacher Assistant
 Salary: HBTA Contract
 Effective: August 30, 2012-June 30, 2013
 Reason: Replace Amy Spinelli*

C) 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 2012-2013 school year:

Name**Position**

- | | |
|----------------------------|------------------------------------|
| <i>1. Nicole Matzner</i> | <i>Homework Club Grade 1 and 2</i> |
| <i>2. Fran Arato</i> | <i>Mentor (Spehler)</i> |
| <i>3. Kathleen Kops</i> | <i>Mentor (Kelsh)</i> |
| <i>4. Elizabeth Thorne</i> | <i>Mentor (Roche)</i> |

5. Mary K. Miedema	Mentor (Edwards)
6. Judith leopard	Mentor (DellaSperanza)
7. Melinda Brown	Mentor (Spinelli)
8. Kelley Davide	Mentor (Schmidt)
9. Heather Sumwalt	Mentor (Greenidge)
10. Saverio Naclerio	Mentor (Lanni)
11. Carolyn McAulay	Mentor (Burger)
12. Matt Balesteri	Robotics Co-Advisor
13. Edmund Bauman	Robotics Co-Advisor
14. Kelly Barrett	Grade 9 Co-Advisor
15. Rachel Kelsh	Grade 9 Co-Advisor
16. Joseph Burger	Grade 10 Co-Advisor
17. Michelle Edwards	Grade 10 Co-Advisor
18. Richard Gostic	HS SADD (co-advisor)
19. Nancy Larsen	HS SADD (co-advisor)
20. Joan Moran	STAC-MS Science Fair (co-advisor)
21. Kathy Algieri	STAC-MS Science Fair (co-advisor)
22. Michael Oestreicher	AIS Teacher – Global History

D) Approval of High School Alternative School Staff

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following High School Alternative School Staff for the 2012-2013 school year.

<u>Name</u>	<u>Position</u>
1. Anthony DeBlasio	PM School Director, co-director
2. Rich Iannelli	PM School Director, co-director
3. Michael T. Carlson	PM School Director, as needed
4. Helen Fotopoulos	Teacher Assistant
5. Francis Arato	Physical Education
6. Alfred Brigham	Science
7. Diane Burkhardt	English/Special Education
8. Michael Carlson	English
9. Nicole DiFrietus	English
10. Pamela Filaski	Social Worker
11. Ralph Hubbard	Science
12. Katelyn Maresca	English
13. Laurie O'Halloran	School Counselor
14. Kevin O'Toole	Mathematics
15. Kyle Valentine	Social Studies/Special Education
16. Tara Dietz	English
17. Charles Isgro	Mathematics
18. John Reilly	Social Studies

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 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. Samantha Meyer	Elementary 1-6
2. Alyssa Lanino	Social Studies 7-12
3. Bethany Dellapolla	Elementary 1-6
4. Kristen Delumen	Special Education B-6/Elementary B-6
5. Diana Dargan	Elementary
6. Nicole Gambino	Non Certified
7. Brian Loeffler	Physical Education
8. Kathleen Lyons	Registered Nurse
9. Elizabeth Hubbard	Non Certified
10. Alyssa Iannotti	Special Education B-6/Elementary B-6
11. Melissa Stamatiades	Special Education B-6/Elementary B-6
12. Michelle Venuti	Non Certified
13. Jennifer Zayas	Special Education B-6/Elementary B-6
14. George Zembrzycki	Physical Education
15. Megan Jones	ELA 7-12

F) CSEA Termination

BE IT RESOLVED, that the Board hereby terminates the employment of Betty Train, computer technician, effective August 14, 2012, in accordance with the provisions of Section 73 of the Civil Service Law, with the opportunity to be reinstated to the same or a similar position, if a vacancy exists, upon making application therefore within one year after termination of disability.

G) Approval to Create a CSEA Position

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the creation of one full-time position of Network and Systems Specialist II, in the competitive class of the civil service.

H) CSEA Resignation

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

1. Kelly Sexton

Position: Teacher Aide

Effective: August 27, 2012

I) CSEA Leave of Absences

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

1. Donna Warmuth
 - Position: *Teacher Aide*
 - Effective: *August 30, 2012 – June 30, 2013*
 - Reason: *Personal Leave*

2. Aimee Phillips
 - Position: *Teacher Aide*
 - Effective: *August 30, 2012 – June 30, 2013*
 - Reason: *Personal Leave*

J) CSEA Leave Appointments

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

1. Laura Niewadomski
 - Position: *Teacher Aide*
 - Salary: *CSEA Contract*
 - Effective: *August 30, 2012-June 30, 2013*
 - Reason: *Replacement of Aimee Phillips*

2. Charlene Faro
 - Position: *Teacher Aide*
 - Salary: *CSEA Contract*
 - Effective: *August 30, 2012-June 30, 2013*
 - Reason: *Replacement of Donna Warmuth*

K) CSEA Appointments

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

1. Wendy Candeleria
 - Position: *Teacher Aide*
 - Salary: *CSEA Contract*
 - Effective: *August 30, 2012*
 - Reason: *Replacement of Mary Lyons*

2. Amy Kearney
 - Position: *Teacher Aide*
 - Salary: *CSEA Contract*
 - Effective: *August 30, 2012*
 - Reason: *Replacement of Patricia Lucatoro*

3. Shannon Ruffner
 - Position: *Teacher Aide*
 - Salary: *CSEA Contract*
 - Effective: *August 30, 2012*
 - Reason: *Replacement of Allan Concepcion*

4. *Maria Strada*
Position: Teacher Aide
Salary: CSEA Contract
Effective: August 30, 2012
Reason: Replacement of Kelly Sexton

L) Approval of Interim Nurse

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby appoints Kirsten Mielenhausen as Interim Nurse at the Elementary School, effective August 30, 2012 through October 31, 2012 at the contractual salary of CSEA School Nurse, Step 2.

M) 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 2012/13 school year:

<u>Name</u>	<u>Position</u>
1. <i>John Beninati</i>	<i>Guard</i>
2. <i>Pirjo Sorji</i>	<i>RN</i>
3. <i>Kathleen Lyons</i>	<i>RN</i>

N) Approval of Support Positions

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

<u>Name</u>	<u>Position</u>
1. <i>Ashley Lombardo</i>	<i>Sub Teacher Aide</i>
2. <i>Elizabeth Hubbard</i>	<i>Sub Teacher Aide</i>
3. <i>Jennifer Zayas</i>	<i>Sub Teacher Aide</i>
4. <i>Melissa Stamatiades</i>	<i>Sub Teacher Aide</i>
5. <i>Alyssa Iannotti</i>	<i>Sub Teacher Aide</i>
6. <i>Susan Dean</i>	<i>Sub Teacher Aide</i>
7. <i>Kimberly Sharpe</i>	<i>Sub Teacher Aide</i>

O) Other

8. BOARD OF EDUCATION

A) 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. #4321.0, Programs for Students with Disabilities under Idea and Article 89
2. #4321.1, Provision of Services in LRE
3. #4321.2, School-Wide Pre-Referral and Approaches Interventions

4. #4321.2R, *Response to Intervention Regulation*
5. #4321.3, *Allocation of Space for Special Education Program and Services*
5. #4321.4, *Independent Education Evaluations*
6. #4321.5, *Confidentiality and Access to IEPs*
7. #4321.6, *Availability of Alternative Format Instructional Materials*
8. #4321.7, *District-wide and Statewide Assessments for Students with Disabilities*
9. #4321.8, *Impartial Hearing Office Selection, Appointment and Compensation*
10. #4321.9, *Declassification of Students with Disabilities*
11. #4321.10, *Parental Placement in Non-Public School for SWD*
12. #4321.11, *Significant Disproportionality*
13. #4321.12, *Preschool Special Education*
14. #4321.13, *Special Education Personnel*
15. #5300, *Code of Conduct*
16. #5281, *Concussion Management*
17. #5281R, *Concussion Management Regulation*

B) Approval of Overnight Field Trips for 2012-2013 School Year

1. *MS Grade 8 Trip, March 7-9, 2013, to Washington DC.*
2. *MS Grade 7 Trip, January 21-23, 2013 to Frost Valley YMCA.*
3. *HS Cross Country Invitational, October 19-20, 2012 to Brown University.*
4. *HS Band Trip to Magic Music Days, February 22-25, 2013, to Disney World.*

C) Adoption of the Annual Professional Performance Review Plan (APPR)

RESOLVED, that the Board of Education hereby adopts the District's 2012-2013 Annual Professional Performance Review (APPR) Plan Document as presented to the Board at this meeting.

9. 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.

10. ADJOURNMENT