# Minutes of the December 8, 2015 BOE Mtg

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

**DATE:** December 8, 2015  
**KIND OF MEETING:** Business

**LOCATION:** HS Auditorium  
**PRESIDING OFFICER:** President

**MEMBERS PRESENT:** Richard Joslin, Kevin Springer, Dot Capuano, Michael Dunn, Elizabeth Scully

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Larry Luce, Lars Clemensen, Anna Marie Rojas

**CALL TO ORDER:** 6:00 PM  
**ENTER EXECUTIVE SESSION:** 6:05 PM  
**END EXECUTIVE SESSION** 6:55 PM  
**RESUME BUSINESS MEETING** 7:03 PM  
**ADJOURNMENT:** 7:30 PM

<table>
<thead>
<tr>
<th>Resolution #</th>
<th>Description</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution #129</td>
<td>Approval of Order of Agenda</td>
<td>Passed</td>
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<tr>
<td>Resolution #130</td>
<td>Approval of Minutes</td>
<td>Passed</td>
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<tr>
<td>Resolution #131</td>
<td>Approval of Contracts</td>
<td>Passed</td>
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<tr>
<td>Resolution #132</td>
<td>Acceptance of Financial Reports</td>
<td>Passed</td>
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<tr>
<td>Resolution #133</td>
<td>Approval Budget Transfers</td>
<td>Passed</td>
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<tr>
<td>Resolution #134</td>
<td>Approval of Change Order–Bond Referendum Projects Phase 3</td>
<td>Passed</td>
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<tr>
<td>Resolution #135</td>
<td>Authorization of Instructional Technology Project</td>
<td>Passed</td>
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<tr>
<td>Resolution #136</td>
<td>Award of RFP for External Auditor</td>
<td>Passed</td>
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<tr>
<td>Resolution #137</td>
<td>Approval of CSE/CPSE Services</td>
<td>Passed</td>
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<tr>
<td>Resolution #138</td>
<td>Approval to Correct Resolutions Appointing Teachers and Teacher Assistants</td>
<td>Passed</td>
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<tr>
<td>Resolution #139</td>
<td>Approval of Additional Teaching Assignments</td>
<td>Passed</td>
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<tr>
<td>Resolution #140</td>
<td>Acceptance of Co-Curricular Resignations</td>
<td>Passed</td>
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<tr>
<td>Resolution #141</td>
<td>Approval of Co-Curricular Appointments</td>
<td>Passed</td>
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<tr>
<td>Resolution #</td>
<td>Description</td>
<td>Status</td>
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<tr>
<td>#142</td>
<td>Approval of Co-Curricular Enrichment Appointment</td>
<td>Passed</td>
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<td>#143</td>
<td>Approval for Appointments for PM Alternative High School</td>
<td>Passed</td>
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<tr>
<td>#144</td>
<td>Approval to Correct Resolution #52, 2015-2016</td>
<td>Passed</td>
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<tr>
<td>#145</td>
<td>Acceptance of Athletic Resignation</td>
<td>Passed</td>
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<tr>
<td>#146</td>
<td>Approval of Athletic Appointments</td>
<td>Passed</td>
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<tr>
<td>#147</td>
<td>Approval of Athletic Appointments Correcting Resolution #27, 2015-2106</td>
<td>Passed</td>
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<tr>
<td>#148</td>
<td>Approval of Substitute Teachers</td>
<td>Passed</td>
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<tr>
<td>#149</td>
<td>Approval of CSEA Leave of Absence (O’Reilly)</td>
<td>Passed</td>
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<tr>
<td>#150</td>
<td>Approval of CSEA Appointment (Stuart)</td>
<td>Passed</td>
</tr>
<tr>
<td>#151</td>
<td>Approval of Substitute Support Positions</td>
<td>Passed</td>
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Minutes of the December 8, 2015 BOE Mtg

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: December 8, 2015 KIND OF MEETING: Business

LOCATION: HS Auditorium PRESIDING OFFICER: President

MEMBERS PRESENT: Richard Joslin, Kevin Springer, Dot Capuano, Michael Dunn, Elizabeth Scully

MEMBERS ABSENT: None

OTHERS PRESENT: Larry Luce, Lars Clemensen, Anna Marie Rojas

Mr. Joslin called the Business meeting to order at 6:00 PM.

On a motion by Mr. Springer, seconded by Ms. Capuano, the board entered executive session to discuss the employment of a particular person.

The Business meeting resumed at 7:03 PM

Before the meeting began, Laura Maila, Lily Spellman, Magda Wrobel, Rachel Smith, Annabelle Dominguez under the direction of Jennifer Halsey played a piece from the Nutcracker. Thank you to all of them.

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

Resolution #129
BE IT RESOLVED that the Board of Education approved the order of the agenda.

5 aye

CLERK’S REPORT

On a motion by Mr. Dunn seconded by Ms. Scully the following resolution was offered:

Resolution #130
BE IT RESOLVED that the Board of Education accepts minutes of the Business Meeting held Tuesday, November 10, 2015

5 aye

PUBLIC COMMENT – None

PRESENTATIONS AND REPORTS

Mr. Clemensen spoke about the following:

- Please see attached presentation

Students of the Month for November were presented by the Principals

- Matteo Casale, Elementary School
- Nikola Zastkova, Middle School
Annalise Romagnoli, High School

BUSINESS, FINANCE, AND OPERATIONS

Mr. Luce spoke about the following:

- ES Bond construction
- 2016-2017 Budget
- Lease/purchase technology
- Award of External Auditor contract

On a motion by Ms. Capuano and seconded by Mr. Dunn, the following resolutions #131-#136 were offered in consent agenda format:

Resolution #131
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. Suffolk County for IDEA flow-through for 611 and 619 Special Education funds, for the 2015-2016 school year, as per the attached documentation.
2. Alternatives for Children, for purposes of receiving federal IDEA flow-through funds, for the 2015-2016 school year, as per the attached documentation.
3. Just Kids early Childhood Learning Center for purposes of receiving 611 and 619 flow-through funds, for the 2015-2106 school year, as per the attached documentation.
4. Administrative Services Agreement with Brown & Brown of New York, Inc., effective January 1, 2016, for 12 months, as per the attached documentation.

Resolution #132
RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator, accepts the following Financial Reports:

Appropriation Status Report – November 2015
Warrant Reports – November 2015
Cash Disbursements – November 2015
Revenue Budget Status Report – General – November 2015
Revenue Budget Status Report – Cafeteria – November 2015
Appropriation Status Report - Cafeteria – November 2015
Treasurer’s Monthly Report – October 2015
Capital Fund Revenue Report – November 2015
Special Aid Fund Appropriations Report - November 2015
Trial Balance General Fund – November 2015
Trial Balance School Lunch Fund – November 2015
Trial Balance Capital Fund – November 2015
Trial Balance Trust and Agency Fund – November 2015
Trial Balance Special Aid Fund – November 2015
Trial Balance Extracurricular Fund – November 2015
Resolution #133
BE IT RESOLVED, that upon the recommendation of the School Business Administrator, Larry Luce, the Board of Education approves the budget transfers:

1. $12,000 to adjust to cover costs for attendance at CDCH, as agreed upon by the CSE, as per attached documentation.
2. $122,500 to adjust for Dominion Change Order #2, as per attached documentation.
3. $12,900 to adjust for ADA walkway and replenish HS repairs budget due to septic tank repair, as per attached documentation.

Resolution #134
RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator, hereby approves Change Order No. 2, SED No.: 58-06-01-04-0-003-012 in the amount of $122,500 for Dominion Construction, the mechanical contract, as per the attached documentation.

Resolution #135
WHEREAS, the District submitted a Request for Proposals (RFP) for Lease to Finance Equipment on November 12, 2015 in the amount of $175,343.00, and proposals submitted in response to such RFP were opened on November 18, 2018; and

WHEREAS, US Bancorp Government Leasing and Finance, Inc. submitted the lowest cost offer for a five-year term at an interest rate of 2.20%;

THEREFORE, BE IT RESOLVED, that the Board of Education hereby approves obtaining financing of the purchase of audio-visual and related equipment (“Equipment”) in the amount of $175,343.00 through US Bancorp Government Leasing and Finance, Inc. and authorizes the Board President and/or the Superintendent of Schools to execute and deliver the Master Tax-Exempt Lease/Purchase Agreement, New York Addendum, Escrow Agreement, and other documents related thereto substantially in the form presented at this meeting, and with any changes, insertions and omissions therein as may be approved by the School District’s Attorney and any and all legal documents, certificates and other instruments necessary to conclude and consummate the financing of the purchase of the Equipment, subject to the approving opinion by the School District’s Attorney; and

BE IT FURTHER RESOLVED that the Board President and/or the Superintendent of Schools (or designee) shall take all actions necessary or reasonably required to carry out and consummate the transactions contemplated by the Master Tax-Exempt Lease/Purchase Agreement and the documents, certificates and other instruments relating thereto; and

A copy of said Master Lease-Purchase Agreement shall be incorporated by reference within the minutes of this meeting.
Resolution #136
RESOLVED, that the Board of Education, upon the recommendation of the business Administrator, hereby awards Cullen & Danowski, LLP as our external auditors effective July 1, 2015 through June 30, 2020, as per the attached documentation.

STUDENT SERVICES
On a motion made by Mr. Springer, seconded by Ms. Capuano, the following resolution was offered:

Resolution #137
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.

PERSONNEL
On a motion by Ms. Capuano, seconded by Mr. Dunn the following resolutions #138-#151 were offered in consent agenda format:

Resolution #138
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools hereby corrects the resolutions for appointments contained in Agenda item #19, #37, #105, #121 and #20, from the 2015-2016 Board of Education Meetings for Samantha Renalds, Jennifer Garcia, Christina Calvarese, Johnathan DeMory, Lisa Richmond, Britany Morlock, John Roche and Vicki Manzullo are hereby modified to include the following: “that in order to be granted tenure the employee shall have received composite or overall annual professional performance review ratings pursuant to Education Law §3012-c and/or §3012-d of either effective or highly effective in at least three of the four preceding years and if the employee receives an ineffective composite or overall rating in the final year of the probationary period s/he shall not be eligible for tenure at that time”.

Resolution #139
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following 6TH Class Teaching Assignment:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Robyn Sweeney</td>
<td>Algebra</td>
<td>$6900</td>
</tr>
</tbody>
</table>

Resolution #140
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation of Kathleen Kops, HS Homework Club, effective November 10, 2015.

Resolution #141
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments for the 2014-2015 school year:
Name | Position | Stipend
--- | --- | ---
2. Elizabeth Hubbard | ES Bil Parenting Grp–Co Advisor | $612.50 ea.
3. Maria McFarland | HS Bil Parenting Grp-Child Care | $20/hour
4. Carla Pensa | HS Homework Club | $19/session
5. Charles Isgro | AIS–Algebra 2 and Trigonometry | $51/hour
6. Kimberly Aiello | AIS–Algebra 2 and Trigonometry | $38.33/hour
7. Carolyn McAulay | AIS – Global Studies | $51/hour
8. Lisa Richmond | GSA Club – HS | Volunteer
9. Theresa Kraycar | Tutoring | $51/hour

Resolution #142
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individual for the Enrichment program for 2015/2016 school year:

Name | Position | Stipend
--- | --- | ---
1. Elizabeth Hubbard | Arts and Crafts | $51/hour

Resolution #143
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Alternative School Staff for the 2015/2016 school year:

Name | Position | Stipend
--- | --- | ---
1. Andrey Garro | AIS - Mathematics | $51/hour

Resolution #144
RESOLVED, that the Board of Education hereby corrects resolution #52 to now read: Angela Behr, Mentor for Lisa Richmond, at a stipend of $950 (prorated).

Resolution #145
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resignation for the 2015-2016 school year, Andy Fotopoulos, MS Volleyball.

Resolution #146
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching appointments for the 2015-16 school year, in accordance with the HBTA contract:

Name | Position | Level | Stipend
--- | --- | --- | ---
1. Lyndsey Moran | MS Volleyball | C3-II | $4,203
2. Diana Vamvakitis | Boys Varsity Tennis | C1-I | $4,245
Resolution #147
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following corrections for coaching appointments for the 2015-16 school year, in accordance with the HBTA contract:

1. James Krause to A2-III at $6,688
2. Rachel Booras (Maldonado) to C2-1 at $3,611

Resolution #148
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Substitute Teacher positions at $102.00 for Certified Teachers and $90.00 for Non Certified Teachers for the 2015/2016 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kimberley Mulrain</td>
<td>Non-Certified</td>
</tr>
</tbody>
</table>

Resolution #149
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following leave of absence:

1. Thomas O’Reilly Custodian
   Effective: December 21, 2015 - March 1, 2016
   Reason: FMLA

Resolution #150
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointment, as per the CSEA Contract:

1. Patricia Stuart ES Cafeteria Monitor (3.5)
   Effective: November 25, 2015
   Salary: $8,850.04 (pro-rated)
   Reason: New per budget, 2015-16

Resolution #151
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute support staff for the 2015/16 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kimberley Mulrain</td>
<td>Teacher Aide</td>
<td>$13.00/hour</td>
</tr>
</tbody>
</table>

BOARD OF EDUCATION

Old Business
None

New Business
None
PUBLIC COMMENT – None

ADJOURNMENT

On a motion by Ms. Capuano seconded by Mr. Dunn, the Business meeting adjourned at 7:30 PM.

Respectfully submitted,

District Clerk
Anna Marie Rojas