HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: July 5, 2016
KIND OF MEETING: Reorganization Meeting

LOCATION: High School Room 9
PRESIDING OFFICER: Clerk Pro Tem/President

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

MEMBERS ABSENT: None

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

CALL TO ORDER: 6:30 PM
EXECUTIVE SESSION: 7:00 PM
RE-ORGANIZATIONAL MEETING: 7:02 PM
ADJOURNMENT: 7:40 PM

<table>
<thead>
<tr>
<th>Resolution #</th>
<th>Description</th>
<th>Outcome</th>
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<tr>
<td>Resolution #1</td>
<td>Appointment of Clerk Pro Tem (Anna Marie Rojas)</td>
<td>Passed</td>
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<td>Resolution #2</td>
<td>Acceptance of Donation (James Papandrea)</td>
<td>Passed</td>
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<td>Resolution #3</td>
<td>Election of Board President (Richard Joslin)</td>
<td>Passed</td>
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<td>Resolution #4</td>
<td>Election of Vice President (Kevin Springer)</td>
<td>Passed</td>
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<td>Resolution #5</td>
<td>Appointment of Board Clerk (Anna Marie Rojas)</td>
<td>Passed</td>
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<td>Resolution #6</td>
<td>Appointment of District Officers District Treasurer</td>
<td>Passed</td>
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<td>Deputy Treasurer and Signatory in Absence of Treasurer Internal Claims Auditor</td>
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<tr>
<td>Resolution #7</td>
<td>Other Appointments</td>
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<td>Independent Auditor</td>
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<td>Internal Auditor</td>
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<td>School Attorney</td>
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<td>Purchasing Agent</td>
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<td>School Lunch Claims</td>
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<td>Central Treasurer for Extra Classroom Activity Fund Account</td>
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<td>SAVE Legislation Designated Education Official</td>
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Title IX Compliance Officers
Title VII Compliance Officers
School Physician
Designated Residency Determiner
Dignity Act Coordinators
Students Involved in Criminal or Family Court
Homeless Student Liaison

Resolution #8  Designations  Passed
  Depositories
  Official Newspaper
  Meeting Dates

Resolution #9  Authorizations  Passed
  Petty Cash Funds
  Payroll Certification
  Budget Transfers
  Delegation of Investments
  Initiation of Tax Anticipation Notes
  Application of Grants
  Conference Approvals
  Execution of Contracts for CSE/CPSE Services
  Bonding/Insurance Coverage
  Mileage Reimbursement Rate
  Authorization of District-Owned Cell Phones
  Establish Fee for Photocopying
  Authorization for Turf Management

Resolution #10  Other Items  Passed
  Appointment to Board of Education Subcommittees
  Adoption of Policies and Code of Ethics
  Appointment of Impartial Hearing Officers
  Appointment of Committee on Special Education
  Appointment of Committee on PreSchool Education
  Establishment of Facilities Use Fees

Resolution #11  Approved Dates of Board of Education Meetings  Passed
HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: July 5, 2016

KIND OF MEETING: Reorganization Meeting

LOCATION: High School Room 9

PRESIDING OFFICER: Clerk Pro Temp/President

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

MEMBERS ABSENT: None

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

Mr. Joslin called the meeting to order at 6:30 PM.

On a motion by Mr. Springer, seconded by Ms. Capuano, the meeting adjourned to Executive Session to discuss the employment of a particular person.

5 aye

On a motion by Ms. Capuano, seconded by Mr. Springer the Board adjourned the Executive Session at 7:00 PM.

Pledge of Allegiance and Announcement of Room Capacity and Emergency Exits took place.

Anna Marie Rojas, Clerk Pro Temp, called the Re-Organizational Meeting to order at 7:02 PM.

Resolution #1
On a motion by Ms. Capuano, seconded by Mr. Joslin, the Board of Education appoints Anna Marie Rojas as Clerk Pro Temp to preside until election and seating of the President.

5 aye

Resolution #2
RESOLVED, that the Board of Education, hereby gratefully accepts a donation of $500 from Mr. James Papandrea for the purpose of buying tee shirts for students for the Veteran’s Ceremonies.

Administration of Oath
Clerk Pro Temp, Anna Marie Rojas, administered the Oath of Faithful Performance to the newly elected Board member, Mr. Joslin and Mr. Springer.

On a motion by Ms. Scully, seconded by Ms. Capuano, and upon the nomination for President by Mr. Dunn, the following resolution was offered:

Resolution #3
RESOLVED, that Richard Joslin be elected President of the Board of Education for the 2016-17 school year.
Oath of Faithful Performance in Office administered by the School District Clerk Pro Temp to
the newly elected Board President. The President presided over the rest of the meeting.

On a motion by Mr. Dunn, seconded by Ms. Scully, and upon the nomination for Vice
President by Mr. Dunn, the following resolution was offered:

Resolution #4
RESOLVED, that Kevin Springer be elected Vice President of the Board of Education for
the 2016-17 school year.

Oath of Faithful Performance in Office administered by the School District Clerk Pro Temp to
duly elected Vice President.

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

Resolution #5
BE IT RESOLVED that Anna Marie Rojas be appointed Clerk of the Board of Education
for the 2016-2017 school year.

District Clerk administered Oath of Faithful Performance in Office to the Superintendent of
Schools.

On a motion by Ms. Capuano, seconded by Mr. Springer the following resolutions #6-#8
were offered in consent agenda format:

Resolution #6
BE IT RESOLVED that the Board of Education makes the following appointments for the
2016-17 school year:
   a. District Treasurer           Michele Siriani
   b. Deputy Treasurer            Rich Joslin/ Kevin Springer
   c. Signatory in absence of
      Treasurer                  Rich Joslin/ Kevin Springer
   d. Internal Claims Auditor     Paul Eglevsky

Resolution #7
BE IT RESOLEVED, that the Board of Education makes the following appointments for
the 2016-2107 school year.
   a. Independent Auditor         Cullen & Danowski as per contract
   b. Internal Auditor            RS Abrams and Company as per contract
   c. School Attorney             Shaw, Perelson, May & Lambert, LLP as per contract
   d. Bond Counsel                Hawkins, Delafield & Wood Per Offering
   e. Fiscal Advisor              Capital Market Advisors, LLC Per Offering
   f. Insurance Consultant        Cook Maran and Associates as per contract
g. Records Access Officer Anna Marie Rojas
h. Records Appeal Officer Lawrence Luce
i. Asbestos Designee Lawrence Luce
j. Purchasing Agent Thomas McElrath
k. School Lunch Claims Lawrence Luce
l. Central Treasurer for Extra-Classroom Activity Fund Account Christine Pandolfo
m. SAVE Legislation Designated Educational Official John Moran
n. Title IX Compliance Officers John Moran, Denise Sullivan, Mark Pagano
o. Title VII Compliance Officers John Moran, Denise Sullivan, Mark Pagano
p. School Physician/Chief Medical Officer Peconic Bay Medical Center
q. Designated Residency Determiner Lawrence Luce
r. Dignity Act Coordinators Richard Triandafils, Anthony DeBlasio, Eric Ferraro
s. Students Involved in Criminal or Family Court Mark Pagano
t. Homeless Student Liaison Mark Pagano

Resolution #8
BE IT RESOLVED that the Board of Education makes the following appointments for the 2016-2017 school year:

a. Depositories Bridgehampton National Bank
   NY CLASS
   Suffolk County National Bank
   Capital One Bank
   TD Bank

b. Official Newspaper* Southampton Press, Western Edition
   *For daily notifications, the District may use Newsday for official notices

c. Meeting Dates Tuesday evenings, as posted, or otherwise noticed

On a motion by Mr. Dunn, seconded by Ms. Capuano, the following resolution was offered in consent agenda format:

5 aye

Resolution #9
BE IT RESOLVED that the Board of Education makes the following 13 appointments for the 2016-2017 school year:

1. Petty Cash Funds
   BE IT RESOLVED that the following petty cash funds be established and that the person indicated be designated as the custodian of it:
   $100 Administration Building Larry Luce
WHEREAS, the District has three Special Education Life Skills Academy programs, one at the Elementary School, 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 essential life skills such as counting real money, making change when 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 Student Services 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 instructional 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 Carla Pens, Jill Bross and Michelle Racywolski appointed as custodians of the three petty cash funds for the 2016-17 school year. The District Treasurer shall check the funds for accuracy as needed, but not less than once each semester.

2. Payroll Certification
   BE IT RESOLVED that the Superintendent of Schools shall be appointed to certify the payroll for the 2015-16 school year and further that Larry Luce, School Business Administrator, will certify in his absence.

3. Budget Transfers
   BE IT RESOLVED that the Superintendent of Schools be granted authority to transfer unlimited unencumbered funds within function codes of the budget (i.e. Instruction, Transportation, Textbooks, etc.). Authority is also given to transfer up to $10,000 (ten thousand dollars) between function codes of the budget. Budget transfers beyond this amount will require approval by the Board of Education. Monthly transfer reports will be provided to the Board of Education.

4. Delegation of Investments
   BE IT RESOLVED that the School Business Administrator, Larry Luce, and/or Michelle Siriani, District Treasurer, be authorized to execute, in the name of the Board of Education, any and all documents relating to the investment program in a timely manner, as well as to utilize reputable consultants regarding investment decisions when necessary, so long as no fee is involved. A monthly progress report of investments will be given to the Board of Education.

5. Initiation of Tax Anticipation Notes
   BE IT RESOLVED that the School Business Administrator, Larry Luce, and/or Michelle Siriani, District Treasurer, be authorized to initiate, in the name of the Board of Education, any and all documents relating to the
securing of a Tax Anticipation Note. Such initiation will be documented by resolution considered by the Board of Education.

6. Application for Grants
BE IT RESOLVED that the district, through the Superintendent of Schools, be authorized to apply for any and all Federal, State and private grants that are deemed appropriate.

7. Conference Approvals
BE IT RESOLVED that the Board authorizes the Superintendent of Schools to take action on administrative, teacher and staff requests to attend conferences, conventions and workshops within the limit of the 2015-16 budget appropriations. The Board will approve conference requests for individual Trustees.

8. Execution of Contracts for CSE/CPSE Services
BE IT RESOLVED that the Board authorizes the Superintendent of Schools to execute contracts to provide services for students with special needs, as recommended by the Committee on Special Education.

9. Bonding/Insurance Coverage
BE IT RESOLVED that the Board authorize provision for bonding employees in the amounts indicated:
- All Employees $100,000
- School District Treasurer $1,000,000
- Purchasing Agent $1,000,000
- Claims Auditor $1,000,000

10. Mileage Reimbursement Rate
BE IT RESOLVED that the Board authorizes the mileage reimbursement rate at the approved IRS rate effective January 1, 2016 at $.54 per mile.

11. Authorization of District-Owned Cell Phones
BE IT RESOLVED that the Board authorizes a district-owned cell phone for job titles according to Board Policy #8332.

12. Establish Fee for Photocopying
BE IT RESOLVED that the Board establishes the fee for photocopying of district records at $.25 per page.

13. Authorization for Turf Management
BE IT RESOLVED, that upon the recommendation of the School Business Administrator, the Board of Education authorizes the District, in accordance with Chapter 85, NYS Laws of 2010 to apply a single/yearly application of weed control, grub control, and flea and tick spray to the grounds on all campuses at a time of inactivity on the fields and that due diligence shall be given to public notice of such application.
On a motion by Ms. Capuano, seconded by Ms. Scully the following resolutions was offered:

Resolution #10
BE IT RESOLVED that the Board of Education approves the following 7 items:

1. **Appointment to Board of Education Work Groups**
   BE IT RESOLVED that the Board of Education creates the following Work Groups, to be comprised of Board members, to study issues related to District policy and operations, and appoints the following members:
   - Facilities & Operations: Kevin Springer, Mike Dunn
   - Athletics & Co-Curricular: Liz Scully, Kevin Springer
   - Curriculum & Technology: Rich Joslin, Liz Scully
   - Legislative & Policy: Dot Capuano, Kevin Springer

2. **Adoption of Policies and Codes of Ethics**
   BE IT RESOLVED that the Board of Education adopts all existing and current Policies and Codes of Ethics, as per the Policy Book.

3. **Appointment of Impartial Hearing Officers**
   BE IT RESOLVED that the Board of Education does hereby designate the President or the Vice President to appoint Impartial Hearing Officers from the internet list found on the NYSED.GOV under IHRS main menu.

4. **Appointment of Committee on Special Education**
   BE IT RESOLVED upon the recommendation of the Superintendent of Schools, that the following be appointed to the Committee on Special Education for the 2016-17 year:
   - Chairpersons: Michele DeBlasio, Christina Chiarulli, Christine Anselmo, Ph.D., Stacey Naglieri, Mark Pagano
   - Psychologists: Michele DeBlasio, Christine Anselmo, Ph.D., Stacey Naglieri and Christina Chiarulli
   - Teacher Members: Approval of all teachers, speech therapists, guidance counselors, social workers, special education teacher and evaluators
   - Physician: Peconic Bay Medical Center

5. **Appointment of Committee on Pre-School Education**
   BE IT RESOLVED upon the recommendation of the Superintendent of Schools, that the following members be appointed to the Committee on Preschool Special Education for the 2015-16 school year:
   - Chairpersons: Mark Pagano, Christine Anselmo, Ph.D., Michele DeBlasio, Stacey Naglieri and Christina Chiarulli
### County Representative
- Representative from Suffolk County

### Representative of Evaluative Agency
- A Department of Health Early Intervention professional for a preschool child in transition from early intervention services to school age services
- Evaluation personnel

### Teacher
- Child's NYS-certified teacher or a NYS-certified teacher qualified to provide education in the type of program which the child may be placed

### Physician
- Peconic Bay Medical Center

#### 6. Establishment of Facilities Use Fees
BE IT RESOLVED that the Board of Education establishes a fee for use of our facilities according to the attached Schedule for 2016-2017 (see attached form).

#### 7. Athletic Placement Process Policy
WHEREAS, Section 135.4 (c) (7) (ii) (a) (4) of the Regulations of the Commissioner of Education provides for a board of education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to compete on interscholastic athletic teams organized for pupils in the seventh and eighth grades; and

WHEREAS, these pupils are to be allowed to compete at levels that are appropriate to their physical maturity, physical fitness, and sport skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and

WHEREAS, the State Education Department issues the competition standards for these pupils to compete under a program called the Athletic Placement Process;

BE IT RESOLVED that the Hampton Bays Board of Education, upon the recommendation of the Superintendent of Schools, shall permit pupils to compete after successfully completing the Athletic Placement Process for the requested sport and level as outlined in Board Policy, Regulation and Exhibits 5280.

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

5 aye

**Resolution #11**
BE IT RESOLVED that the Board of Education establishes its regular monthly meetings, time, and place for the 2016-2017 school year as follows and will take place in the High School Auditorium, unless otherwise noted:
Time: 7:00pm  
Dates:  
August 16, 2016  
September 13, 2016  
October 11, 2016  
November 8, 2016  
December 13, 2016  
January 10, 2017  
February 14, 2017  
March 14, 2017  
April 18, 2017  
May 9, 2017  
June 13, 2017  

ADJOURNMENT OF REORGANIZATIONAL MEETING  

On a motion by Mr. Springer, seconded by Mr. Dunn, the Re-organizational meeting adjourned at 7:15 PM.  

5 aye  

Respectfully submitted,  

Anna Marie Rojas  
District Clerk