HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: November 13, 2018           KIND OF MEETING: Business
LOCATION: HS Auditorium           PRESIDING OFFICER: President

MEMBERS PRESENT: Kevin Springer, Rich Joslin, Dot Capuano, Elizabeth Scully
                 Anne Culhane

MEMBERS ABSENT: None

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

CALL TO ORDER: 5:00 PM
BEGIN AUDIT COMMITTEE MEETING: 5:01 PM
CLOSE AUDIT COMMITTEE MEETING: 5:15 PM
ENTER EXECUTIVE SESSION: 5:16 PM
RESUME BUSINESS MEETING: 7:07 PM
ADJOURNMENT: 7:44 PM

<table>
<thead>
<tr>
<th>Resolution #</th>
<th>Description</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution #109</td>
<td>Approval of Order of Agenda</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #8110</td>
<td>Approval of Minutes</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #111</td>
<td>Approval of Contracts</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #112</td>
<td>Acceptance of Financial Reports</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #113</td>
<td>Approval of Budget Transfers</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #114</td>
<td>Establishment of Reserve Accounts</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #115</td>
<td>SEQRA – High School Library Renovation</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #116</td>
<td>Acceptance of Independent Audit Report 17-18</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #117</td>
<td>Acceptance of Donation</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #118</td>
<td>Approval of Change Order-Elementary School</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #119</td>
<td>Approval to Dispose of Equipment</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #120</td>
<td>Approval of Leave of Absence (Fink, West, Tam, Reimer)</td>
<td>Passed</td>
</tr>
<tr>
<td>Resolution #121</td>
<td>Approval of Additional Teaching Assignments</td>
<td>Passed</td>
</tr>
</tbody>
</table>
Resolution #122  Approval of Co-Curricular Resignations  Passed
Resolution #123  Approval of Coaching Assignments  Passed
Resolution #124  Approval of Co-Curricular Appointments  Passed
Resolution #125  Approval of Appointments for Alternative High School  Passed
Resolution #126  Approval of Substitute Teaching Positions  Passed
Resolution #127  Approval of Civil Service Appointments  Passed
(Guevara, Ligregni, Lloyd)
Resolution #128  Approval of Civil Service Leave Replacement Appointments  Passed
Resolution #129  Approval of Substitute/Hourly Positions  Passed
Resolution #130  Approval of Support Position (Obando Moncada)  Passed
Resolution #131  Acceptance of Resignation (Melendez)  Passed
Resolution #132  Acceptance of Plan to Prohibit Lunch Shaming  Passed
Resolution #133  First Reading and Adoption of Board Policy Amendment (Policy 8505)  Passed
Resolution #134  Acceptance of Extra-Curricular Charters  Passed
Resolution #135  Approval of Overnight Field Trips 2018-19  Passed
Minutes of the November 13, 2018 BOE Mtg

HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: November 13, 2018 KIND OF MEETING: Business

LOCATION: HS Cafeteria PRESIDING OFFICER: President

MEMBERS PRESENT: Kevin Springer, Richard Joslin Dot Capuano, Elizabeth Scully, Anne Culhane

MEMBERS ABSENT: None

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

Mr. Springer called the Business meeting to order at 5:00 PM.

At 5:01 PM the Audit committee meeting began Deirdre Lunetta from Cullen & Danowski spoke with the board regarding the Audit for school year 2017-2018

On a motion by Ms. Scully, seconded by Mr. Joslin, the Board entered into Executive Session to discuss an issue related to collective bargaining and a student-specific discipline issue.

At 7:07 PM the Business meeting resumed.

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

Resolution #109
BE IT RESOLVED that the Board of Education approved the order of the agenda.

5 aye

CLERK’S REPORT

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

Resolution #110
BE IT RESOLVED that the Board of Education accepts the Business Meeting held Tuesday, October 9, 2018 and the Special Meeting held, October 19, 2018.

5 aye

PUBLIC COMMENT – None

PRESENTATIONS AND REPORTS

Students of the Month for October were presented to the Board by their Principals and or Assistant Principals:

- Mr. Triandafils introduced Eli Spellman (could not attend) for the Elementary School
- Ms. Fox introduced Zach Bahamondes (September) and October’s student of the month could not attend and will attend in December.
Mr. Richardt introduced Ryan Allen for the High School

The National Honor Society held an induction with the following students in attendance:

- Rebecca Cabrera
- Nicole Culmone
- Sarah Fassino
- Christopher Gulotta
- Maryrose O’Connell
- Emily Peyton
- Dylynn Von Bartheld

Ms. Pam Ryan for the American Legion Ladies Auxiliary presented Mr. Clemensen the first Americanism Commendation for embracing the Living Classroom and recognizing 63 Veterans in monthly Veterans Ceremonies since 2011. He accepted the award on behalf of the Board of Education and Hampton Bays UFSD.

Mr. Clemensen spoke about the following to the Board:
- Enrollment
- 2019-20 School Calendar
- HS Roof
- Student Achievement
- SHAPE Assessment
- Diversity Day
- School Safety
- Bathroom monitors
- RAVE Button
- Audit Committee
- Facilities Usage
- Hampton Bays Water District

BUSINESS, FINANCE, AND OPERATIONS
- Mr. Luce spoke about the following:
  - HS Roof
  - Music room modification
  - 2017-2018 Audit
  - 2019-20 Budget

On a motion by Ms. Capuano, and seconded by Mr. Joslin the following resolutions #111-#119 were offered in consent agenda format:

Resolution #111
RESOLVED, that the Board of Education, upon the recommendation of the Assistant Superintendent for Finance and Operations, approves the following contracts for the school year indicated, such contracts shall be incorporated by reference within the minutes of this meeting:

1. Diana Kolhoff, Professional Development Provider, 2018-2019
3. All About Kids, therapy and evaluation services, 2018-2019
4. Section 611/619 Flow-through Fund for early childhood education; Cleary School for the Deaf; Alternatives for Children; Just Kids Early Childhood Learning Center; and Suffolk County Dept. of Health Services, 2018-2019

Resolution #112
RESOLVED, that the Board of Education, upon the recommendation of the Assistant Superintendent for Finance and Operations, accepts the following Financial Reports:

1. Appropriation Status Report – General, October 2018
2. Appropriation Status Report – Cafeteria, September Revised 2018
3. Appropriations Report – Capital, October 2018
4. Appropriations Report – Special Education, October 2018
5. Budget Transfer General/Capital Report, October 2018
6. Warrant Reports, October 2018
7. Cash Disbursements, October 2018
8. Revenue Budget Status Report – General, October 2018
9. Revenue Budget Status Report – Cafeteria, October 2018
10. Treasurer’s Monthly Report, September 2018
11. Trial Balance General Fund, May 2018
12. Trial Balance School Lunch Fund, September 2018
13. Trial Balance Capital Fund, October 2018
14. Trial Balance Trust and Agency Fund, October 2018
15. Trial Balance Special Aid Fund, October 2018
16. Trial Balance Extracurricular Fund, October 2018
17. Cash Flow Report, September 2018
18. Internal Claims Audit Report, September/October 2018
19. Student Enrollment Report, October 2018

Resolution #113
BE IT RESOLVED, that upon the recommendation of the Assistant Superintendent for Finance and Operations, the Board of Education approves the budget transfers, as per the attached documentation:

1. $102,267 to adjust for middle school teacher reassignment, as per the attached.

Resolution #114
WHEREAS, the Board of Education has previously established the following reserve funds: Workers’ Compensation Reserve Fund, Employee Benefit Accrued Liability Reserve Fund, Retirement System Reserve Fund, and Repair Reserve Fund, and now wishes to provide additional funding in said reserve funds;

THEREFORE, BE IT RESOLVED, that the Board hereby authorizes and directs the Assistant Superintendent for Finance and Operations to transfer funds from unappropriated unreserved fund balance for the 2017-18 school year to such reserve funds in accordance with the attachment hereto, which is made part of this resolution.
Resolution #115
WHEREAS, the Board of Education desires to embark upon a renovation of the high school library including the installation of air conditioning (Project); and

WHEREAS, the Board of Education, as the only involved agency, has examined all information related to the Project and has determined that the project is classified as a Type II Action as defined by Section 617.5(c)(8) of the State Environmental Quality Review Act (SEQRA) Regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby declares itself lead agency in connection with the requirements of SEQRA; and

BE IT FURTHER RESOLVED that the Board of Education hereby declares that the Project a Type II Action, pending the approval of the New York State Office of Parks, Recreation and Historic Preservation, requires no further review under SEQRA.

Resolution #116
RESOLVED, that the Board of Education upon the recommendation of the Assistant Superintendent of Finance and Operations, hereby accepts the Independent Audit and Financial Statement Reports for the school year dated July 1, 2017 – June 30, 2018.

Resolution #117
RESOLVED, that the Board of Education hereby accepts the following donations.
1. HP All-in-One computer and an HP inkjet printer; approximate value of $250 from Mr. Phil Metzger.
2. 21 chess sets and 1 chess tactics book for the Hampton Bays High School Chess Club; approximate value of $350 from Wesley Wang, CHESSanity.

Resolution #118
RESOLVED, that the Board of Education, upon the recommendation of the Assistant Superintendent for Operations & Finance, hereby approves the following Change Orders:

1. No. 3, SED No.: 58-09-05-02-0-003-014; a Deduct in the amount of $5,000.00 for Patriot Organization, the general construction contract for the Elementary School bathroom renovation, as per the attached documentation.

Resolution #119
RESOLVED, that the Board of Education, upon the recommendation of the School Business Official, hereby authorizes the declaration of the following attached list as “surplus” and directs the School Business Official to dispose of the surplus in accordance with Board of Education policy and procedure.
Minutes of the November 13, 2018 BOE Mtg

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
<th>Description</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiber Switch</td>
<td>2</td>
<td>SAN</td>
<td>1</td>
</tr>
<tr>
<td>UPS</td>
<td>11</td>
<td>Projector</td>
<td>32</td>
</tr>
<tr>
<td>Router</td>
<td>1</td>
<td>Interactive Panel</td>
<td>23</td>
</tr>
<tr>
<td>Switch</td>
<td>21</td>
<td>Point-of-Sale Terminal</td>
<td>4</td>
</tr>
<tr>
<td>Desktop PC</td>
<td>613</td>
<td>Computer Safe</td>
<td>12</td>
</tr>
<tr>
<td>Laptop</td>
<td>74</td>
<td>Mobile Computer Cart</td>
<td>15</td>
</tr>
<tr>
<td>Tablet</td>
<td>60</td>
<td>Cabinet</td>
<td>1</td>
</tr>
<tr>
<td>Server</td>
<td>1</td>
<td>Wireless Access Point</td>
<td>33</td>
</tr>
</tbody>
</table>

STUDENT SERVICES - NONE

PERSONNEL

On a motion by Ms. Scully, seconded by Ms. Culhane the following resolutions #120-#131 were offered in consent agenda format:

5 aye

Resolution #120
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves a leave of absence for the following individual:

1. Marian Fink; October 15, 2018 through October 26, 2018 FMLA
2. Laura West; September 5, 2018 through October 19, 2018, FMLA
3. Stephanie Tam; November 11, 2018 through January 1, 2019, FMLA
4. Dawn Reimer; October 18, 2018 through November 13, 2018, Hardship XXIII D(2)

Resolution #121
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>Katie Drohan</td>
<td>Spanish</td>
<td>$7,000 pro-rated</td>
</tr>
<tr>
<td>Jacqueline Rozzi</td>
<td>Algebra II</td>
<td>$7,000 pro-rated</td>
</tr>
<tr>
<td>Robin Spielman</td>
<td>ENL</td>
<td>$7,000 pro-rated</td>
</tr>
</tbody>
</table>

Resolution #122
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Co-Curricular appointments resignation:

1. Debra Liso, Assistant Musical Director, effective October 24, 2018.
**Resolution #123**
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching positions for the 2018/2019 school year as per the HBTA contract:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Level</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Kaitlin Cooper</td>
<td>JV Softball</td>
<td>B2-I</td>
<td>$4,139</td>
</tr>
<tr>
<td>2. Linda Schmidt</td>
<td>JV Girls Basketball</td>
<td>A2-1</td>
<td>$4,872</td>
</tr>
<tr>
<td>3. Kristin Webber</td>
<td>MS Girls Lacrosse</td>
<td>C3-1</td>
<td>$3,479</td>
</tr>
</tbody>
</table>

**Resolution #124**
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following co-curricular appointments for the 2018-19 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Eric Ferraro</td>
<td>Musical- Set Director</td>
<td>$970</td>
</tr>
<tr>
<td>2. Carolyn Calderaro</td>
<td>Musical – Make-up</td>
<td>$645</td>
</tr>
<tr>
<td>3. Meaghan Metzger</td>
<td>Musical – Musical Director</td>
<td>$2600</td>
</tr>
<tr>
<td>4. Jennifer Spota</td>
<td>Musical – Costumes</td>
<td>$970</td>
</tr>
<tr>
<td>5. Teresa Loewenthal</td>
<td>Musical – Stage Manager</td>
<td>$970</td>
</tr>
<tr>
<td>6. Rachel Kelsh</td>
<td>Teacher teaching Teachers</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>7. Jonathan DellaSperanza</td>
<td>Curriculum Dev. STEAM</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>8. Kathy Algieri</td>
<td>Professional Development</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>9. Patricia Biscardi</td>
<td>Professional Development</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>10. Melinda Brown</td>
<td>Professional Development</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>11. Liliana Cacace</td>
<td>Professional Development</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>12. Amy Dunkirk</td>
<td>Professional Development</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>13. June Eaton</td>
<td>Professional Development</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>14. Suzanne Lewis</td>
<td>Professional Development</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>15. Kathleen Palmieri</td>
<td>Professional Development</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>16. Janis Poremba</td>
<td>Professional Development</td>
<td>$41.50/hour</td>
</tr>
<tr>
<td>17. Linda Schmidt</td>
<td>Professional Development</td>
<td>$41.50/hour</td>
</tr>
</tbody>
</table>

**Resolution #125**
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Alternative School Staff for the 2018/2019 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Tara Dietz</td>
<td>Algebra</td>
<td>$54.50/hour</td>
</tr>
<tr>
<td>2. Diane Burkhardt</td>
<td>Global History</td>
<td>$54.50/hour</td>
</tr>
<tr>
<td>3. Jennifer Destefano</td>
<td>English</td>
<td>$54.50/hour</td>
</tr>
<tr>
<td>4. Katelyn Maresca</td>
<td>English</td>
<td>$54.50/hour</td>
</tr>
<tr>
<td>5. Alfred Brigham</td>
<td>Living Environment</td>
<td>$54.50/hour</td>
</tr>
<tr>
<td>6. Krystle Whiffen</td>
<td>Geometry</td>
<td>$54.50/hour</td>
</tr>
<tr>
<td>7. Christina Facini</td>
<td>Chemistry R</td>
<td>$54.50/hour</td>
</tr>
<tr>
<td>8. Claudine Burkhardt</td>
<td>French 3</td>
<td>$54.50/hour</td>
</tr>
<tr>
<td>9. Nicole Squires</td>
<td>US History DSC</td>
<td>$54.50/hour</td>
</tr>
</tbody>
</table>
Resolution #126
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following substitute teachers for the 2018-2019 school year at the approved rate as per the HBTA contract:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Juliet Lyons</td>
<td>Non Certified</td>
</tr>
<tr>
<td>Linda Gubitosa</td>
<td>Spanish</td>
</tr>
<tr>
<td>Richard Belva</td>
<td>Special Education</td>
</tr>
<tr>
<td>Dyana Orrego</td>
<td>Non-Certified</td>
</tr>
<tr>
<td>Virginia Hennessy</td>
<td>Elementary</td>
</tr>
</tbody>
</table>

Resolution #127
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals:

1. Glenda Guevara  
   Teacher Aide  
   Effective: November 13, 2018  
   Salary: Step 1, CSEA $19,149 (pro-rated)  
   Reason: Resignation of J. Snell

2. Francesco Ligregni  
   Groundskeeper I  
   Effective: November 5, 2018  
   Salary: Step 1, CSEA $41,275 (pro-rated)  
   Reason: Resignation of C. Postiglione

3. Michael Lloyd  
   Network and Systems Specialist II  
   Effective: November 14, 2018  
   Salary: Step 4, CSEA $52,936 (pro-rated)  
   Reason: Promotional Position as per Technology Restructure

Resolution #128
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals:

1. Andrea Nickerson  
   Custodian  
   Effective: November 14, 2018  
   Salary: Step 1, CSEA $41,275 (pro-rated)  
   Reason: Leave for Vincent DeMartino

Resolution #129
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following support staff for the 2018-2019 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maria Yuvi Molina</td>
<td>Teacher Aide</td>
<td>$13.00/hour</td>
</tr>
<tr>
<td>Johanna Siguenza</td>
<td>Teacher Aide</td>
<td>$13.00/hour</td>
</tr>
<tr>
<td>Johanna Siguenza</td>
<td>Monitor</td>
<td>$11.00/hour</td>
</tr>
</tbody>
</table>
Minutes of the November 13, 2018 BOE Mtg

4. Lauran Kacherski  Teacher Aide  $13.00/hour
5. Ricky Stewart  Custodian  $15.00/hour
6. Laurel Bertolas  Teacher Aide  $13.00/hour

Resolution #130
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following support staff for the 2018-2019 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Maribel Obando Moncada</td>
<td>School Monitor</td>
<td>$12.96</td>
</tr>
</tbody>
</table>

Mr. Clemensen walked on the following resolution:

Resolution #131
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation of the following individual:


BOARD OF EDUCATION

On a motion by Ms. Scully, seconded by Ms. Culhane the following resolutions #132-#135 in consent agenda format:

Resolution #132
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby adopts Board of Education Policy 8505 Exhibit 2, Prohibition of Lunch Shaming Plan, and authorizes the superintendent and Food Services Manager to implement the plan and post to the school’s website.

Resolution #133
RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby conducts First Reading and Adoption of the following policy and hereby waives the Second Reading:

1. 8505 Charging School Meals and Prohibition Against Shaming

Resolution #134
BE IT RESOLVED, that the Board of Education, at the recommendation of the Superintendent of Schools, accepts the Charters of Student Clubs and Organizations, as listed, for the period July 1, 2018 through June 30, 2019.

<table>
<thead>
<tr>
<th>HS Cheerleading</th>
<th>HS College &amp; Career Exploration</th>
<th>HS Music</th>
</tr>
</thead>
<tbody>
<tr>
<td>HS Golf</td>
<td>HS FBLA</td>
<td>HS Robotics</td>
</tr>
<tr>
<td>HS Girls Soccer</td>
<td>HS Key Club</td>
<td>HS Varsity Club</td>
</tr>
<tr>
<td>Class of 2022</td>
<td>HS Leo Club</td>
<td>MS Class of 2025</td>
</tr>
<tr>
<td>ES Student Store</td>
<td>ES K-Kids</td>
<td></td>
</tr>
</tbody>
</table>
Resolution #135
RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorizes the following:


The 2019-2020 Budget calendar was discussed but not approved

Work Group Reports
- Facilities, October 18, 2108
- Curriculum, November 8, 2018, rescheduled TBD

Old Business - None
New Business – None

PUBLIC COMMENT

ADJOURNMENT - NONE

On a motion by MS. Capuano seconded by Ms. Culhane the Business meeting adjourned at 7:44 PM.

5aye

Respectfully submitted,

District Clerk
Anna Marie Rojas