HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: July 1, 2008        KIND OF MEETING: Reorganization Mtg.

LOCATION: Middle School Library       PRESIDING OFFICER: Clerk Pro
                                      Tem/President

MEMBERS PRESENT: George Leeman, Marie Mulcahy, Chris Catz, Lisa Fotopoulos,
                                  Doug Oakland

MEMBERS ABSENT: None

OTHERS PRESENT: Joanne Loewenthal, Larry Luce, Diane Albano

Resolution #1  Appointment of Clerk Pro Tem
Resolution #2  Election of Board President
Resolution #3  Election of Vice President
Resolution #4  Appointment of Board Clerk
Resolution #5  Appointment of District Officers
Resolution #6  Other Appointments
Resolution #7  Designations
                                      Depositories
                                      Official Newspaper
                                      Meeting Dates
Resolution #8  Authorizations
                                      Petty Cash Funds
                                      Payroll Certification
                                      Budget Transfers
                                      Delegation of Investments
                                      Application of Grants
                                      Conference Approvals
                                      Execution of Contracts for CSE/CPSE Services
                                      Bonding/Insurance Coverage
                                      Mileage Reimbursement Rate
                                      Establish Fee for Photocopying
Resolution #9  Other Items
                                      Re-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
Meeting called to order by Diane Albano, Clerk Pro Tem, at 7:20 PM.

Resolution #1
On a motion by Mr. Leeman, seconded by Ms. Fotopoulos, the Board of Education appoints Diane Albano as Clerk Pro Tem to preside until election and seating of the President.

5 aye

Pledge of Allegiance and Announcement of Room Capacity and Emergency Exits

Resolution #2
On a motion by Mr. Catz, seconded by Ms. Mulcahy, and upon the nomination for President by Mr. Leeman, the following resolution was offered:
RESOLVED, that Doug Oakland be elected President of the Board of Education for the 2008/09 school year.

5 aye

Oath of Faithful Performance in Office administered by the School District Clerk Pro Tem to the newly elected Board President. The President presides over the rest of the meeting.

Resolution #3
On a motion by Ms. Fotopoulos, seconded by Mr. Catz, and upon the nomination for Vice President by Ms. Mulcahy, the following resolution was offered:
RESOLVED, that Mr. Leeman be elected Vice President of the Board of Education for the 2008/09 school year.

5 aye

Oath of Faithful Performance in Office administered by the School District Clerk Pro Tem to duly elected Vice President.
Resolution #4
On a motion by Ms. Fotopoulos, seconded by Ms. Mulcahy, the following resolution was offered:
BE IT RESOLVED that Diane Albano be appointed Clerk of the Board of Education for the 2008-2009 school year.

5 aye

President administered Oath of Office to District Clerk

Resolution #5
On a motion by Ms. Fotopoulos, seconded by Mr. Catz, the following resolution was offered:
BE IT RESOLVED that the Board of Education makes the following appointments for the 2008-09 school year:

a. District Treasurer Susan Moran
   Signatory in absence of Treasurer George Leeman, Trustee
b. Internal Claims Auditor Tammy Morgan - $40/hr.

5 aye

Resolution #6
On a motion by Mr. Catz, seconded by Ms. Mulcahy, the following resolution was offered:
BE IT RESOLVED that the Board of Education makes the following appointments for the 2008-09 school year:

a. Independent Auditor Coughlin Foundotos et al Pending
b. Internal Auditor Israeloff, Trattner & Co. P.C. $28,500
c. School Attorney Shaw, Perelson, May & Lambert, LLP $46,000
d. Bond Counsel Hawkins, Delafield & Wood Per Offering
e. Fiscal Advisor Capital Market Advisors, LLC Per Offering
f. Insurance Consultant Maran Associates $ 7,750
g. Records Access Officer Diane Albano
h. Asbestos Designee Tom McElrath
i. Purchasing Agent Larry Luce
j. SAVE Legislation Designated Educational Official Joseph Kolarik
k. Title IX Compliance Officers Joseph Kolarik & Denise Romano
l. Title VII Compliance Officers Joseph Kolarik & Denise Romano
m. School Physician Pending

5 aye
Resolution #7
On a motion by Ms. Fotopoulos, seconded by Ms. Catz, the following resolution was offered:

BE IT RESOLVED that the Board of Education makes the following appointments for the 2008-09 school year:

a. Depositories
   Bridgehampton National Bank
   MBIA CLASS
   Suffolk County National Bank

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

c. Meeting Dates
   Tuesday evenings, as posted

5 aye

Resolution #8
On a motion by Mr. Catz, seconded by Ms. Fotopoulos, the following resolutions were offered:

BE IT RESOLVED that the Board of Education grants authorizations for items numbered 1 through 10:

1. Petty Cash Funds
   It is recommended that the following petty cash funds be established and that the person indicated be designated as the custodian of it for their respective locations:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Location</th>
<th>Custodian</th>
</tr>
</thead>
<tbody>
<tr>
<td>$100</td>
<td>Administration Building</td>
<td>Larry Luce</td>
</tr>
<tr>
<td>$100</td>
<td>Elementary School</td>
<td>Marc Meyer</td>
</tr>
<tr>
<td>$100</td>
<td>Middle School</td>
<td>Lars Clemensen</td>
</tr>
<tr>
<td>$100</td>
<td>High School</td>
<td>Chris Richardt</td>
</tr>
</tbody>
</table>

2. Payroll Certification
   It is recommended that the Superintendent of Schools be appointed to certify the payroll for the 2008/2009 school year and further that Larry Luce, School Business Administrator, will certify in her absence.

3. Budget Transfers
   It is recommended 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
   It is recommended that the School Business Administrator, Larry Luce, and/or Susan Moran, 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.
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. **Application for Grants**
   It is recommended 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.

6. **Conference Approvals**
   It is recommended 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 2008-2009 budget appropriations. The Board will approve conference requests for individual Trustees.

7. **Execution of Contracts for CSE/CPSE Services**
   It is recommended 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.

8. **Bonding/Insurance Coverage**
   It is recommended that the Board authorize provision for bonding employees in the amounts indicated:
   
<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Employees</td>
<td>$100,000</td>
</tr>
<tr>
<td>School District Treasurer</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Purchasing Agent</td>
<td>$1,000,000</td>
</tr>
</tbody>
</table>

9. **Mileage Reimbursement Rate**
   It is recommended that the Board authorize the mileage reimbursement rate at the approved IRS rate effective July 1, 2008 at $.585 per mile.

10. **Establish Fee for Photocopying**
    It is recommended that the Board establish the fee for photocopying of district records at $.25 per page.

5 aye

Resolution #9
On a motion by Mr. Catz, seconded by Ms. Fotopoulos, the following resolution was offered:
BE IT RESOLVED that the Board of Education approves the following 5 items:

1. **Re-Adoption of Policies and Codes of Ethics**
   It is recommended that the Board of Education readopts all existing and current Policies and Codes of Ethics. (Policy Project by NYSSBA)

2. **Appointment of Impartial Hearing Officers**
   BE IT RESOLVED that the Board of Education does hereby designates either the President or the Vice President to appoint Impartial Hearing Officers from the internet list found on the NYSED.GOV under IHRS main menu.
3. **Appointment of Committee on Special Education**
   It is recommended by the Superintendent of Schools, that the following be appointed to the Committee on Special Education for the 2008/2009 school year:
   - **Chairperson**  Michele Smith from 7/1/08-6/30/09 High School
     Kenneth Grille from 7/1/08-6/30/09 Elementary
     Christine Anselmo, Ph.D. from 7/1/08-6/30/09 Middle School
   - **Parent Members**  Ellen Holmgren, Susan Decker, Virginia Mangan, Rev. George Mangan, Lou Primavera, Cathy Dignus, Lisa Lorber, Diane Carroll, Rowena Maitland-Ward, Laura West, Daniella Andrews, Dorothy Maddock, Margaret King, Lisa Agoglia, Kelli Syrakowski, Janice Maclean, Matthew Winkelseth, Ann Marie Reilly, Donna McKennett, Catherine Barbierne, Leslie Ernst, Cecelia Sheridan
   - **Psychologists**  Michele Smith, Kenneth Grille, Christine Anselmo
   - **Teacher Members**  Generic approval of all teachers, speech therapists, guidance counselors, social workers, special education teacher and evaluators
   - **Physician**  Pending

4. **Appointment of Committee on PreSchool Education**
   It is recommended by the Superintendent of Schools, that the following members be appointed to the Committee on Preschool Special Education for the 2008/2009 school year:
   - **Chairperson**  Joseph Kolarik
   - **Parent Members**  Leslie Ernst, Cecelia Sheridan
   - **County Representative**  Representative from the Suffolk County Municipality
   - **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 New York Certified teacher or a New York Certified teacher qualified to provide education in the type of program which the child may be placed
   - **Physician**  Pending
5. Establishment of Facilities Use Fees
It is recommended that the Board of Education establish a fee for use of our facilities according to the attached Schedule of Fees for 2008-2009 (see attached policy).

5 aye

CALENDAR OF EVENTS
1. Regular Board of Education Business Meeting to be held immediately following the Annual Reorganization Meeting.

2. The next Regular Meeting of the Board of Education is scheduled for Tuesday, August 19, 2008, 7:00pm at the Middle School.

ADJOURNMENT OF REORGANIZATIONAL MEETING
On a motion by Ms. Mulcahy, seconded by Ms. Fotopoulos, the Reorganizational meeting adjourned at 7:30 PM.

Respectfully submitted,

Diane Albano
District Clerk