HAMPTON BAYS UNION FREE SCHOOL DISTRICT

DATE: July 7, 2009          KIND OF MEETING: Reorganization Mtg.

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

MEMBERS PRESENT:  Doug Oakland, George Leeman, Marie Mulcahy, Chris Garvey,
                                 Warren Booth

MEMBERS ABSENT:  None

OTHERS PRESENT:  Joanne Loewenthal, Larry Luce, Anna Marie Rojas

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
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MEMBERS ABSENT: None

OTHERS PRESENT: Joanne Loewenthal, Larry Luce, Anna Marie Rojas

Meeting called to order by Anna Marie Rojas, Clerk Pro Temp, at 7:05 PM.

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

4 aye

Pledge of Allegiance and Announcement of Room Capacity and Emergency Exits

Administration of Oath
Clerk Pro Temp, Anna Marie Rojas, administered the Oath of Faithful Performance to the newly elected Board members, Mr. Chris Garvey and Mr. Warren Booth.

Resolution #2
On a motion by Mr. Leeman, seconded by Ms. Mulcahy, and upon the nomination for President by Mr. Garvey, the following resolution was offered:
RESOLVED, that Doug Oakland be elected President of the Board of Education for the 2009/10 school year.

5 aye

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

Resolution #3
On a motion by Mr. Leeman, seconded by Ms. Mulcahy, and upon the nomination for Vice President by Mr. Garvey, the following resolution was offered:
RESOLVED, that Mr. Leeman be elected Vice President of the Board of Education for the 2009/10 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 Mr. Garvey, seconded by Ms. Mulcahy, the following resolution was offered:
BE IT RESOLVED that Anna Marie Rojas be appointed Clerk of the Board of Education for the 2009-2010 school year.

5 aye

President administered Oath of Office to District Clerk

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

Resolution #5
On a motion by Mr. Garvey, seconded by Ms. Mulcahy, the following resolution was offered:
BE IT RESOLVED that the Board of Education makes the following appointments for the 2009-10 school year:

- a. District Treasurer  Susan Moran
  Signatory in absence of Treasurer  George Leeman, Trustee

- b. Internal Claims Auditor  Paul Eglevsky - $41/hr.

5 aye

Resolution #6
On a motion by Mr. Leeman, seconded by Mr. Booth, the following resolution was offered:
BE IT RESOLVED that the Board of Education makes the following appointments for the 2009-10 school year:

- a. Independent Auditor  TBD
- b. Internal Auditor  TBD
- c. School Attorney  Shaw, Perelson, May & Lambert, LLP  $48,000
  Per Offering

- 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  Anna Marie Rojas
- 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  Southampton Pediatrics, Joseph Quinn, MD

5 aye
Resolution #7
On a motion by Mr. Garvey, seconded by Mr. Booth, the following resolution was offered:
BE IT RESOLVED that the Board of Education makes the following appointments for the 2009-10 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, or otherwise noticed

5 aye

Resolution #8
On a motion by Ms. Mulcahy, seconded by Mr. Garvey, 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:
   - $100  Administration Building  Larry Luce
   - $100  Elementary School  Marc Meyer
   - $100  Middle School  Lars Clemensen
   - $100  High School  Chris Richardt

2. Payroll Certification
   It is recommended that the Superintendent of Schools be appointed to certify the payroll for the 2009/2010 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, 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 2009-2010 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:
   - All Employees $100,000
   - School District Treasurer $1,000,000
   - Purchasing Agent $1,000,000

9. **Mileage Reimbursement Rate**
   It is recommended that the Board authorize the mileage reimbursement rate at the approved IRS rate effective July 1, 2009 at $.55 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. Garvey, seconded by Ms. Mulcahy, 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.

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 2009/2010 year:

Chairperson  Michele Smith - High School
             Kenneth Grille - Elementary School
             Christine Anselmo, Ph.D. - 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, Marianne Minne, Lisa Fotopoulos

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  Southampton Pediatrics, Joseph Quinn, MD

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 2009/2010 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  Southampton Pediatrics, Joseph Quinn, MD

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 2009-2010 (see attached policy).

5 aye

APPROVED DATES OF BOARD OF EDUCATION MEETINGS

- August 11, 2009
- September 15, 2009
- October 13, 2009
- November 10, 2009
- December 8, 2009
- January 19, 2010
- February 9, 2010
- March 9, 2010
- April 13, 2010
- May 11, 2010
- June 8, 2010

ADJOURNMENT OF REORGANIZATIONAL MEETING

On a motion by Mr. Leeman, seconded by Ms. Mulcahy, the Reorganizational meeting adjourned at 7:15 PM.

Respectfully submitted,

Anna Marie Rojas
District Clerk