

BOE MINUTES

July 5, 2011

Approximately 2 Present in audience

Attendance:

Kathee Burke Gonzalez,

Teresa Schurr, John Grant, Elizabeth Mendelman, Timothy Frazier

Michael Hartner, Superintendent, Colleen Card, Treasurer, Eric Casale, Principal,

Frances Silipo, District Clerk, and Carol Matsuuchi, Claims Auditor

The meeting was called to order by the District Clerk at 6:00 p.m. and the Pledge of Allegiance was recited.

Administration of Oath was performed by the District Clerk to the following individuals:

Elizabeth Mendelman

Timothy Frazier

Election of Officers

President of the Board

A nomination made by Teresa Schurr seconded by John Grant and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby elects Kathee Burke Gonzalez to serve as President of the Board of Education of this District for the 2011-12 school year.

Vice-President of the Board

A nomination was made by Kathee Burke Gonzalez, seconded by Teresa Schurr and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby elects John Grant to serve as Vice President of the Board of Education of this District for the 2011-12 school year.

The District Clerk administered Oath of Office to the President and Vice President.

Appointment of Officers

A motion was made by Kathee Burke Gonzalez, seconded by John Grant and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the appointment of Colleen Card to as District Treasurer for the 2011-12 school year. Unless sooner discontinued, at an annual salary of \$85,000.

A motion was made by Kathee Burke Gonzalez, seconded by John Grant and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the appointment of Frances Silipo to the stipended, 12 month position of District Clerk for the 2011-12 school year, unless sooner discontinued, for an annual stipend of \$11,000.

A motion was made by Kathee Burke Gonzalez, seconded by John Grant and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the appointment of Carol Matsuuchi to the 12-month position of Claims Auditor for the 2011-12 school year, unless sooner discontinued, at the rate of \$35.00 per hour.

The Board of Education President Administered Oath of Faithful Performance to Board Appointed District Treasurer, Claims Auditor, and District Clerk.

A motion was made by John Grant , seconded by Kathee Burke Gonzalez and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby appoints Therese Allam, possessing provisional New York State certification as a School Social Worker, as a part-time 0.6 FTE school social worker, effective September 1, 2011, through June 30, 2012, at Step 11, MA-45 of the Springs Teachers Association (STA) collectively bargained agreement, for a pro-rated annual salary of \$54,149 (0.6 of \$90,249 = \$54,149), subject to adjustment, if any, upon ratification of an agreement succeeding the STA 2005-10 collectively bargained agreement.

Be it further resolved that the Board of Education hereby appoints Therese Allam, possessing permanent New York State certification as a School District Administrator, as a part-time (0.4 FTE), 12-month, Special Education Coordinator, effective July 1, 2011, through June 30, 2012, at an annual salary of \$40,000.

As a result of the full-time status created by the combined appointments, there shall be a two-year probationary period in the tenure area of School Social Worker, effective September 1, 2011, through August 31, 2013.

A motion was made by Kathee Burke Gonzalez, seconded by Teresa Schurr and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby appoints Karen Fishman, possessing provisional New York State certification as a School Psychologist, as a part-time 0.6

FTE school psychologist, effective September 1, 2011, through June 30, 2012, at Step 1, MA-30, of the Springs Teachers Association (STA) collectively bargained agreement, for a pro-rated annual salary of \$34,712 (0.6 of \$57,853 = \$34,712), subject to adjustment, if any, upon ratification of an agreement succeeding the STA 2005-10 collectively bargained agreement.

A motion was made by Teresa Schurr, seconded by Timothy Frazier and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby appoints Nancy Olson, Physical Education Teacher, to the 12-month, extra-curricular position of Athletic Director for the 2011-12 school year at an annual stipend of \$4,397 (Level 3, Step 1), subject to adjustment, if any, upon ratification of an agreement succeeding the Springs Teachers Association (STA) 2005-10 collectively bargained agreement.

A motion was made by Timothy Frazier, seconded by Elizabeth Mendelman and the Board of Education unanimously approved the following resolution:

1. Be it resolved that the Board of Education approves the following non-stipended appointments for the 2011-12 school year:
 - a.) Records Access Officer: Frances Silipo
 - b.) Records Management Officer: Frances Silipo
 - c.) District School Attendance Officer: Brenda Crozier
 - d.) Section 504 Hearing Officer: Therese Allam
 - e.) Emergency Management Coordinator: Eric Casale
 - f.) Public Information Officer: Michael Hartner
 - g.) Title IX Officer: Michael Hartner

A motion was made by Elizabeth Mendelman, seconded by John Grant and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes the president of the Board to execute an agreement with Cullen & Danowski, LLP, on file of the Office of District Clerk, for accounting services for the 2011-12 school year.

A motion was made by John Grant, seconded by Kathee Burke Gonzalez and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes the Board president to execute an engagement agreement with R. S. Abrams, LLP, as located in the Office of the District Clerk, for external audit services for the 2011-12 year.

A motion was made by Kathee Burke Gonzalez, seconded by Teresa Schurr and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes the Board president to execute an engagement agreement with Rizzi, Schwartz, & Taraskas, LLP, as located in the Office of the District Clerk, for internal audit services for the 2011-12 year.

A motion was made by Teresa Schurr, seconded by Timothy Frazier and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the contractual services appointments indicated below for the 2011-12 school year:

- a.) General Counsel: Ingerman Smith, LLP (as per the agreement filed in the Office of the District Clerk);
- b.) Labor Counsel: Ingerman Smith, LLP (as per the agreement filed in the Office of the District Clerk);
- c.) School Physician: East End Pediatrics (as per the agreement filed in the Office of the District Clerk);
- d.) Internal Auditor, Rizzi, Schwartz, & Taraskas, LLP: (as per the agreement filed in the Office of the District Clerk);
- e.) External Auditor, R.S. Abrams, LLP: (as per the agreement filed in the Office of the District Clerk);
- f.) Cullen Danowski, LLP, Preparation of Financial Statements: (as per the agreement filed in the Office of the District Clerk).

A motion was made by Timothy Frazier, seconded by Elizabeth Mendelman and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the following designations for the 2011-12 school year:

a.) Depositories for District Funds:

Suffolk County National Bank

- 1.) Eighth Grade Account #2110832330
- 2.) School Store #2110834195
- 3.) Student Council #2110001670

Bridgehampton National Bank

- 1.) Milk Fund # 400003281
- 2.) Federal Fund # 400003307
- 3.) T&A Payroll # 400040689
- 4.) Operating Fund # 400039475

Capital One Bank

1.) Flex Plan #2254044395

Putnam/Northern Westchester BOCES

1.) General # NY -01-0196-0001

2.) Debt Service # NY -01-0196-0003

3.) Repair Reserve # NY -01-0196-0004

4.) Capital Reserve # NY -01-0196-0002

b.) Calendar dates and times for regular monthly BOE meetings, Budget Hearing, and Budget Vote:

- Monday, August 8, 2011, 6:30 p.m.
- Monday, September 12, 2011, 6:30 p.m.
- Monday, October 17, 2011, 6:30 p.m.
- Monday, November 14, 2011, 6:30 p.m.
- Monday, December 12, 2011, 6:30 p.m.
- Monday, January 9, 2012, 6:30 p.m.
- Monday, February 13, 2012, 6:30 p.m.
- Monday, March 12, 2012, 6:30 p.m.
- Monday, April 16, 2012, 6:30 p.m.
- Monday, May 7, 2012 (Budget Hearing), 6:30 p.m.
- Monday, May 7, 2012, 7:00 p.m.
- Tuesday, May 15, 2012 (Budget Vote), 1:00 p.m. to 9:00 p.m.
- Monday, June 11, 2012, 6:30 p.m.

c.) Official District Newspaper: East Hampton Star

d.) District Insurance Consultant: Cook, Hall, and Hyde Insurance and Risk Management, East Hampton, NY

The Board President waived the reading of all account numbers and the resolution was adopted as read.

A motion was made by Elizabeth Mendelman, seconded by John Grant and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the following authorizations for the 2011-12 school year:

- a.) Superintendent to certify payrolls;
- b.) Superintendent to approve conference requests for school district employees within budgeted amounts;

- c.) Superintendent to approve budget transfers not to exceed \$30,000, and the Board of Education to receive monthly updates on such transfers;
 - d.) District Treasurer as primary signee of District checks with the Board President as the alternate signee in the absence of the District Treasurer;
 - e.) District Treasurer to invest School District Funds in short term securities;
 - f.) Associate Superintendent for Management Services of Eastern Suffolk BOCES to act as the representative of Springs UFSD in making application for Federal Aid under Public Law 81-874;
- Superintendent to serve as District Representative with authorization to execute applications in connection with Chapter 1 and 2 of the Elementary and Secondary Education Act

A motion was made by John Grant, seconded by Kathee Burke Gonzalez and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the appointment of Frances Silipo to the stipended, 12-month position of Purchasing Agent for the 2011-12 school year, unless sooner discontinued, for the annual stipend of \$1,800.

A motion was made by Kathee Burke Gonzalez, seconded by Teresa Schurr and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the appointment of Suzanne Janis to the stipended, 12-month position of Substitute Caller for the 2011-12 school year, unless sooner discontinued, for the annual stipend of \$2,365.

A motion was made by Teresa Schurr, seconded by Timothy Frazier and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes the bonding of Colleen Card, District Treasurer; Frances Silipo, District Clerk; and Carol Matsuuchi, Claims Auditor, for the 2011-12 school year, in the amount of \$200,000 each.

A motion was made by Timothy Frazier, seconded by Elizabeth Mendelman and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby readopts all Policies and Administrative Regulations that were in effect at the close of the 2010-11 school year.

A motion was made by Elizabeth Mendelman, seconded by John Grant and the Board of Education unanimously approved the following resolution:

Be it resolved that Springs UFSD reimburse employees and Board members of the District for use of personal vehicles for approved district business at the mileage rate designated by the Internal Revenue Service in effect at the time of travel.

A motion was made by John Grant, seconded by Kathee Burke Gonzalez and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the following payroll dates for the 2011-12 school year:

- July 8 & 22
- August 5 & 19
- September 2 & 16 & 29
- October 14 & 28
- November 10 & 25
- December 9 & 23
- January 6 & 20
- February 3 & 17
- March 2 & 16 & 30
- April 13 & 27
- May 11 & 25
- June 8 & 21 & 29

A motion was made by Kathee Burke Gonzalez, seconded by Teresa Schurr and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby appoints the following individuals to the titles indicated for the 2011-12 school year, unless sooner discontinued, at the rate of \$12.00 per hour, for the purpose of conducting the Annual District Meeting.

Assistant Clerk: Deborah Rawleigh
Inspectors/Election Registrars: Catherine Matz, Mary Ann Seigfried,
Valerie Meinken, Jenn Fenelon, Susan McDonough, Alison Ledda, and
Katharina Bahns.

Be it further resolved that the Board of Education hereby approves the rental of voting machines for the purpose of conducting the Annual District Meeting.

A motion was made by Teresa Schurr, seconded by Timothy Frazier and the Board of Education unanimously approved the following resolution:

Be it resolved that the Committee on Special Education and the Committee on Pre-School Special Education for the 2011-12 school year be comprised of the following individuals:

- Chairperson: Therese Allam
- Parents/Guardian(s) of the student
- Parent members: Jennifer Fenelon, Kathleen Byrnes, Aleaze Hodgens, Teresa Roden, Kristine Brabant, Carla Morgan, and Rosemarie Berti
- Subject student (whenever appropriate)
- Special education teacher of the student
- General education teacher of the student
- Related service provider (as needed)
- School physician (as needed, at the discretion of the CSE or CPSE chair)
- Suffolk County health services representative (for CPSE meetings only)

A motion was made by Timothy Frazier, seconded by Elizabeth Mendelman and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes workers' compensation coverage under the East End Workers' Compensation Plan for the members of the Board of Education. Such coverage shall be provided in accordance with the provisions of the Plan and the New York Workers' Compensation Law.

At the request of Timothy Frazier, Board Member, the resolution approving the Special Committees was tabled until the August meeting, allowing more time for discussion.

A motion was made by Liz Mendelman, seconded by John Grant and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves budget transfer schedule #13 for the 2010-11 school year, as found in the supplemental file located in the office of the District Clerk.

A motion was made by John Grant, seconded by Kathee Burke Gonzalez and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the minutes from its meeting of June 13, 2011.

A motion was made by Kathee Burke Gonzalez, seconded by Teresa Schurr and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the following appointments for the 2011 Summer School Special Education Program, effective July 5, 2011 through August 12, 2011, unless sooner discontinued. Compensation rates for members of the STA and CSEA bargaining units are subject to adjustment, if any, upon ratification of an agreement succeeding the 2005-10 collectively bargained agreements, and reflect maximum amounts based on 29 days of attendance, to be adjusted for any absences that may occur.

<u>NAME</u>	<u>YEAR</u>	<u>RATE</u>
Linda Marie Capatosto, Teacher	NA	\$4,397
Kimberly Belkin, Teacher	NA	\$4,397
Rachel Cook, Teacher	4	\$4,628
Lois McCall, Teaching Assistant	2	\$2,360
Carla Desiderio, Teaching Assistant	6	\$2,608
Susan Brown, Teaching Assistant	8	\$2,732
Eileen Goldman, Teaching Assistant	1	\$2,360
Fausto Hinojosa, Teaching Assistant	NA	\$2,479
Peter Fitzgerald, Teaching Assistant	NA	\$2,360
Ashley Dellapolla, Teaching Assistant	NA	\$2,360
Debbie Silverblank, Teaching Assistant	NA	\$2,360
Victoria Hoffman, Teaching Assistant	NA	\$2,360
Scott Abran, Teaching Assistant	NA	\$2,360
Richard Bassin, Teaching Assistant	NA	\$2,360
Kyle McCann, Teaching Assistant	NA	\$2,360
Whitney Reidlinger, Occupational Therapist	NA	\$45.00/hour
Patricia Philipbar, Speech Teacher	NA	\$45.00/hour
Debra Gherardi, School Nurse	NA	\$35.00/hour

A motion was made by Teresa Schurr, seconded by Timothy Frazier and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes the superintendent to execute an agreement with the American Red Cross, filed in the Office of the District Clerk, for use of Springs School as a “disaster relief center” for the 2011-13 school year.

A motion was made by Timothy Frazier, seconded by Elizabeth Mendelman and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the recommendations of the Committee on Special Education dated July 5, 2011, filed in the Office of the District Clerk (two documents).

A motion was made by Elizabeth Mendelman, seconded by John Grant and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes and directs that the April 15, 2011, Bond Anticipation Note payment be made from the Debt Service Fund.

A motion was made by John Grant, seconded by Kathee Burke Gonzalez and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes the Board president to execute an agreement with the Eastern Suffolk Board of Cooperative Services (BOCES), filed in the Office of the District Clerk, for education-related services for the 2011-12 school year.

A motion was made by Kathee Burke Gonzalez, seconded by Teresa Schurr and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes the superintendent to execute an agreement with The Omni Group, filed in the Office of the District Clerk, for financial services for the 2011-12 school year.

A motion was made by Teresa Schurr, seconded by Timothy Frazier and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby approves the resurfacing of the roofs on the gymnasium and library, and roofs adjacent to the library, and directs that these projects be financed with the \$98,675 remaining from the District's Excel Grant allocation, with any required additional funding to be taken from existing fund balance.

Be it further resolved that the Board of Education, in accordance with the requirements of the State Environmental Quality Review Act (SEQRA), hereby determines the resurfacing of the aforementioned roofs to be a Type II action.

A motion was made by Timothy Frazier, seconded by Elizabeth Mendelman and the Board of Education unanimously approved the following resolution

Be it resolved that the Board of Education hereby authorizes the superintendent to execute an agreement with Project MOST for a grade K through three program, as filed in the Office of the District Clerk, as per the terms indicated therein.

Be it further resolved that the Board of Education hereby authorizes the superintendent to execute an agreement with Project MOST, for a grade four through eight program, as filed in the Office of the District Clerk, as per the terms indicated therein.

A motion was made by Elizabeth Mendelman, seconded by John Grant and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes the superintendent to execute a 2011 summer program tuition agreement with the Wainscott Common School District, as filed in the Office of the District Clerk.

A motion was made by John Grant, seconded by Kathee Burke Gonzalez and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby authorizes the superintendent to execute a summer transportation contract, as found on file in the Office of the District Clerk, between Springs UFSD and Wainscott Common School District in the amount of \$3,045 for the purpose of transporting one (1) Wainscott student to the Springs School 2011 summer school program.

A motion was made by Kathee Burke Gonzalez, seconded by Teresa Schurr and the Board of Education unanimously approved the following resolution:

Be it resolved that the Board of Education hereby adopts the following policies effective July 5, 2011:

#4732	Summer Reading
#6600	Fund Balance
#6150	Budget Transfer

A motion was made by Teresa Schurr, seconded by John Grant and the meeting was adjourned at 7:10 pm.

Respectively submitted,

Frances E. Silipo
District Clerk
Springs UFSD

