

# SPRINGS UNION FREE SCHOOL DISTRICT

## MINUTES REORGANIZATIONAL MEETING

The meeting was called to order by Frances Silipo, District Clerk at 6:04 p.m. and the Pledge of Allegiance was recited.

Mrs. Silipo administered Oath of Faithful Performance to the Newly Elected Member Elizabeth Mendelman. Mr. Frazier was absent and will be administered oath at a later date.

The following people were in attendance: Elizabeth Mendelman, John Grant, Adam Wilson and Jeffrey Miller John Finello, Superintendent; Eric Casale, Principal, Thomas Primiano and Frances Silipo.

A motion was made by John Grant, seconded by Timothy Frazier and the Board unanimously approved the following resolution:

Approval of Minutes – Be it resolved that the Board of Education hereby approves the minutes from the monthly meeting held on June 9, 2014.

### President of the Board

A nomination made by John Grant, seconded by Jeffrey Miller and the Board unanimously approved the following:

Be it resolved that the Board of Education hereby elects Elizabeth Mendelman to serve as President of the Board of Education for the 2014-15 school year.

A nomination made by John Grant, seconded by Jeffrey Miller and the Board unanimously approved

### Vice-President of the Board

A nomination made by Jeffrey Miller, seconded by Adam Wilson and the Board unanimously approved the following:

Be it resolved that the Board of Education hereby elects John Grant to serve as Vice President of the Board of Education for the 2014-15 school year.

*The District Clerk administered oath to the newly elected President and Vice President at this time. The Board President administered oath to the Superintendent, Treasurer and District Clerk.*

### Appointments

A motion was made by John Grant, seconded by Adam Wilson and the following resolution was approved:

Be it resolved that the Board of Education hereby approves the appointment of Thomas Primiano as District Treasurer for the 2014-15 school year, unless sooner discontinued, at a salary to be determined. Current salary will remain in effect until superseded by Board action.

A motion was made by John Grant ,seconded by Jeffrey Miller and the following resolution was approved:

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 2014-15 school year, unless sooner discontinued, for the annual stipend of \$11,000.

A motion was made by John Grant ,seconded by Adam Wilson and the following resolution was approved:

Be it resolved that the Board of Education hereby approves the appointment of Daniel Penalver to the 12-month position of Claims Auditor for the 2014-15 school year, unless sooner discontinued, at the rate of \$35.00 per hour.

A motion was made by John Grant, seconded by Adam Wilson and the following resolution was approved:

Be it resolved that the Board of Education approves the following non-stipended appointments for the 2014-15 school year:

- a.) Records Access Officer: Frances Silipo
- b.) Records Management Officer: Frances Silipo
- c.) Section 504 Hearing Officer: Eric Casale
- d.) Emergency Management Coordinator: Eric Casale
- e.) Public Information Officer: Syntax Communications, Inc.
- f.) Title IX Officer: Eric Casale
- g.) Extra-Class Chief Faculty Advisor: Eric Casale
- h.) Extra-Class Central Treasurer: Thomas Primiano

A motion was made by Jeffrey Miller ,seconded by Adam Wilson and the following resolution was approved:

Be it resolved that the Board of Education hereby approves the contractual services appointments and authorizes the Board President to execute engagement agreements indicated below for the 2014-15 school year (as filed in the Office of the District Clerk):

- a.) General Counsel: Ingerman Smith, LLP
- b.) Labor Counsel: Ingerman Smith, LLP
- c.) School Physician: East End Pediatrics
- d.) External Auditor: R.S. Abrams, LLP
- e.) Preparation of Financial Statements and Accounting Services: Cullen & Danowski, LLP.
- f.) Bond Financial Advisors: Munistat Services, Inc.
- g.) Bond Counsel: Hawkins, Delafield and Wood

Be it resolved that the Board of Education hereby approves the following designations for the 2014-15 school year:

- a.) Depositories for District Funds:

**Bridgehampton National Bank**

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

- |                     |             |
|---------------------|-------------|
| 5.) Student Council | # 400090833 |
| 6.) Eighth Grade    | # 400090841 |
| 7.) Money Market    | #480110980  |
| 8.) Capital Fund    | #400094918  |

**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 11, 2014 - 6:00p.m.
- Monday, September 8, 2014 - 7:00p.m.
- Monday, October 20, 2014 - 7:00p.m.
- Monday, November 10, 2014 - 7:00p.m.
- Monday, December 8, 2014 - 7:00p.m.
- Monday, January 12, 2015 -7:00p.m.
- Monday, February 9, 2015 -7:00p.m.
- Monday, March 9, 2015 -7:00p.m.
- Monday, April 13, 2015 -7:00p.m.
- Monday, May 11, 2015 -7:00p.m. (Budget Hearing)
- Tuesday, May 19, 2015 (Budget Vote) 1-9 p.m.
- Monday, June 8, 2015 - 7:00p.m.

**c.) Official District Newspapers: East Hampton Star / Southampton Press**

**d.) District Insurance Consultant:**

- New York State Insurance Reciprocal (NYSIR) for all insurance policies excluding student accident insurance polices
- Cook, Hall, and Hyde Insurance and Risk Management, East Hampton, NY for student accident insurance polices

A motion was made by Adam Wilson, seconded by John Grant and the following resolution was approved:

Be it resolved that the Board of Education hereby approves the following authorizations for the 2014-15 school year:

- a.) Superintendent to certify payrolls;
- b.) Superintendent to approve conference requests for school district Board members and 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;

- g.) 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 Adam Wilson, seconded by John Grant and the following resolution was approved:

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 2014-15 school year, unless sooner discontinued, for the annual stipend of \$1800.00

A motion was made by Jeffrey Miller, seconded by Adam Wilson and the following resolution was approved:

Be it resolved that the Board of Education hereby approves the appointment of Frances Silipo to the stipended position of Substitute Caller effective July 1, 2014 and ending August 30, 2014 unless sooner discontinued. The stipend amount is \$2365.00 pro-rated.

A motion was made by John Grant, seconded by Jeffrey Miller and the following resolution was approved:

Be it resolved that the Board of Education hereby authorizes the bonding of Thomas Primiano, District Treasurer; John Finello, Superintendent, Frances Silipo, District Clerk; and Daniel Penalver, Claims Auditor, for the 2014-15 school year, in the amount of \$200,000 each.

A motion was made by Adam Wilson, seconded by John Grant and the following resolution was approved:

Be it resolved that the Board of Education hereby readopts all Policies and Administrative Regulations that were in effect at the close of the 2013-14 school year.

A motion was made by Jeffrey Miller, seconded by John Grant and the following resolution was approved:

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 Adam Wilson, seconded by Jeffrey Miller and the following resolution was approved:

Be it resolved that the Board of Education hereby approves the following payroll dates for the 2014-15 school year:

- July 11 & 25
- August 8 & 22
- September 5 & 19
- October 3, 17 & 31
- November 14 & 28
- December 12 & 26

- January 9 & 23
- February 6 & 20
- March 6 & 20
- April 3 & 17
- May 1, 15 & 29
- June 12 & 26

A motion was made by John Grant, seconded by Jeffrey Miller and the following resolution was approved:

Be it resolved that the Board of Education hereby appoints the following individuals to the titles indicated for the 2014-15 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, Valerie Meinken, Alison Ledda, and Katharina Bahns, Carla Morgan, and Susan McDonough as well as certified inspectors from the Suffolk County Board of Elections list.

A motion was made by Adam Wilson, seconded by John Grant and the following resolution was approved:

Be it further resolved that the Board of Education hereby approves the rental of voting machines at a rate to be determined by Suffolk County Board of Elections, for the purpose of conducting the Annual District Meeting.

A motion was made by Adam Wilson, seconded by Jeffrey Miller and the following resolution was approved:

Be it resolved that the Committee on Special Education and the Committee on Pre-School Special Education for the 2014-15 school year be comprised of the following individuals:

- Chairperson: Diana Zuchelli
- Parents/Guardian(s) of the student
- Parent members: Carla Morgan, Jennifer Edwards, Kristine Brabant, and 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 Adam Wilson, seconded by Jeffrey Miller and the following resolution was approved:

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.

A motion was made by Jeffrey Miller, seconded by Adam Wilson and the following resolution was approved with an amendment to add John Grant to the B&G Committee as it should read:

Be it resolved that the Board of Education hereby approves the following Committees as Special Committees, in accordance with District policy:

**Audit Committee Members:** Elizabeth Mendelman, John Grant, Timothy Frazier, Jeffrey Miller & Adam Wilson

**Building & Grounds Committee:** Jeffrey Miller, Eric Casale, Dan Newman, and Thomas Primiano .

**Communications Committee:** Elizabeth Mendelman, John Grant John Finello, and Eric Casale ,Fran Silipo and Kimberly Belkin.

**Policy Committee:** John Finello, Eric Casale, and Timothy Frazier

**Traffic Safety Committee:** Marion Flaherty, Chairperson, Officer Kim Notel, Elizabeth Mendelman, Jeffrey Miller, Cleo Panagiosoulis, Joseph Quinlan and Joanne Hurcombe.

**Technology Committee:** John Grant, Adam Wilson, John Finello, Eric Casale, John Gibbons and William Hallman.

A motion was made by Adam Wilson ,seconded by John Grant and the following resolution was approved:

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 2014-15 school year.

A motion was made by John Grant, seconded by Adam Wilson and the following resolution was approved:

Be it resolved that the Board of Education hereby authorizes the Superintendent to execute an agreement with Achieve Beyond, Inc. for the 2014-15 school year.

A motion was made by Adam Wilson, seconded by Jeffrey Miller and the following resolution was approved:

Be it resolved that the Board of Education hereby authorizes the superintendent to execute an agreement with Bartky Health Care Center, LLC. filed in the office of the District Clerk, for evaluation services to be provided for the 2014-15 school year.

A motion was made by Jeffrey Miller, seconded by Adam Wilson and the following resolution was approved:

Be it resolved that the Board of Education hereby approves the agreement with Zycron for the purpose of Medicaid funding.

**A motion was made by Adam Wilson, seconded by Jeffrey Miller and the following resolution was approved:**

**Be it resolved that the Board of Education hereby approves the appointment of Daniel Penalver, claims auditor effective July 8, 2014 and ending June 30, 2015. The rate of pay will be \$35.00 per hour.**

**A motion was made by Jeffrey Miller, seconded by Adam Wilson and the following resolution was approved:**

**Be it resolved that the Board of Education hereby approves the appointment of Diana Zuchelli, CSE Chairperson effective July 1, 2014 through August 31, 2014 on an as needed basis at the per diem rate of \$550.00 per day as needed unless sooner discontinued.**

**A motion was made by Adam Wilson, seconded by Jeffrey Miller and the following resolution was approved:**

**Be it resolved that the Board of Education hereby authorizes Kenneth Hamilton to perform ad hoc consulting services to the business office on an as needed basis, not to exceed two days per week. The hourly rate will be \$70.00.**

**A motion was made by John Grant , seconded by Jeffrey Miller and the following resolution was approved:**

**Be it resolved that the Board of Education hereby approves the agreement with Walter A. McDermott for the purpose of telephone auditing services.**

**A motion was made by John Grant, seconded by Adam Wilson and the following resolution was approved:**

**Be it resolved that the Board of Education hereby approves the agreement with Utility Rate Analysis Consultants for the purpose of telephone auditing services.**

**A motion was made by Jeffrey Miler seconded by John Grant and the Board entered Executive Session to discuss personnel matters at 6:28 pm.**

**A motion was made by John Grant, seconded by Adam Wilson and the meeting was adjourned at 7:12p.m.**