

SPRINGS UNION FREE SCHOOL DISTRICT

MINUTES REORGANIZATIONAL MEETING Monday, July 13, 2015

The meeting was called to order by Elizabeth Mendelman, Board President, at 5:03 PM and the Pledge of Allegiance was recited.

The following people were in attendance: Elizabeth Mendelman, Timothy Frazier, Adam Wilson, Jeffrey Miller, John Finello, Superintendent and Eric Casale, Principal.

Mary Anne Sadowski of the legal firm Ingerman Smith, LLP administered the Oath of Faithful Performance to the Newly Elected Member Barbara Dayton.

Julie Bistran, District Clerk Pro-Temp, addressed the board with a motion for the position of President of the Board of Education for the 2015-15 school year.

President of the Board

A nomination was made by Timothy Frazier, seconded by Jeffrey Miller. 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 2015-16 school year.

Vice-President of the Board

A nomination was made by Barbara Dayton and seconded by Adam Wilson and the Board unanimously approved the following:

Be it resolved that the Board of Education hereby elects Timothy Frazier, to serve as Vice-President of the Board of Education for the 2015-16 school year.

5:11 PM: Elizabeth Mendelman addressed the Board with a motion to go into Executive Session to discuss a Personnel matter. Motioned by Jeffrey Miller, seconded by Adam Wilson.

6:55 PM: The Board reconvenes for the purpose of continuing the scheduled Reorganizational Meeting.

Appointments:

A motion was made by Barbara Dayton and seconded by Adam Wilson and the following resolution was approved:

Be it resolved the Board of Education hereby approves the appointment of Thomas Primiano as District Treasurer for the 2015-16 school year, unless sooner discontinued, at a salary to be determined. The current salary will stay in effect until superseded by Board action. Mr. Primiano was absent and will be administered oath at a later date.

The Board of Education voted on the following resolution with the following results:

Approves: Adam Wilson, Barbara Dayton, Timothy Frazier and Elizabeth Mendelman.

Opposed: Jeffrey Miller

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

Be it resolved the Board of Education hereby approves the appointment of Julie Bistran to the stipend, 12 month position of District Clerk for the 2015-16 school year, unless sooner discontinued, for an annual stipend of \$11,000.

Ms. Sadowski administered the oath to the newly appointed District Clerk.

A motion was made by Timothy Frazier and seconded by Jeffrey Miller and the following resolution was approved:

Be it resolved the Board of Education hereby approves the appointment of Daniel Penalver to the 12 month position of Claims Auditor for the 2015-16 school year, unless sooner discontinued, at a rate of \$35.00 per hour. Mr. Penalver was absent and will be administered oath at a later date.

A motion was made by Timothy Frazier, seconded by Adam Wilson and the following resolution was approved:

1. Be it resolved that the Board of Education approves the following non stipend appointments for the 2015-16 school year:

- (a) Records Access Officer – Julie Bistran**
- (b) Records Management Officer – Julie Bistran**
- (c) Section 504 Hearing Officer – Keri DeLalio**
- (d) Emergency Management Coordinator – Eric Casale**
- (e) Title IX Officer - Eric Casale**
- (f) Extra Class Chief Faculty Advisor – Eric Casale**
- (g) Extra Class Central Treasurer – Thomas Primiano**

A motion was made by Timothy Frazier, seconded by Jeffrey Miller and the following resolution was approved:

2. Be it resolved the Board of Education hereby approves the contractual services appointment and authorizes the Board President to execute engagement agreements indicated below for the 2015-16 school year (as kept on file 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 (TBD) - At a future date**
- (e) Architect – Chaleff & Rogers Architects, PC, for budgeted Capital work**
- (f) Bond Financial Advisor – Munistat Services, Inc.**
- (g) Bond Counsel – Hawkins, Delafield and Wood LLP**
- (h) Public Information Officer – Syntax Communication, Inc.**

A motion was made by Jeffrey Miller, seconded by Barbara Dayton and the following resolution was approved:

3. Be it resolved the Board of Education hereby approves the following designations for the 2015-16 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

- 2) General #NY- 01-0196-0001
- 3) Debt Service #NY- 01-0196-0003
- 4) Repair Reserve #NY- 01-0196-0004
- 5) Capital Reserve #NY- 01-0196-0002

A motion was made by Adam Wilson, seconded by Timothy Frazier and the following resolution was approved:

(b) Calendar dates and times for Regular Monthly Board Meetings, Budget Hearing and Budget Vote:

- Monday, August 24
- Monday, September 21
- Monday, October 19
- Monday, November 16
- Monday, December 14
- Monday, January 11
- Monday, February 8
- Monday, February 8 (Budget Work-session 1)
- Monday, February 29 (Budget Work-session 2)
- Monday, March 14
- Monday, March 14 (Budget Work-session 3)
- Monday, April 11
- Monday, April 11 (Budget Work-session 4, if necessary)
- Monday, May 9
- Monday, May 9 (Budget Hearing)
- Tuesday, May 17 (Budget Vote)
- Monday, June 13

Regular Board meetings will be held at 7:00 PM.

A motion was made by Jeffrey Miller, seconded by Barbara Dayton and the following resolution was approved:

(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
- Cook, Hall and Hyde Insurance and Risk Management for Student accident insurance policies

A motion was made by Barbara Dayton, seconded by Timothy Frazier and the following resolution was approved:

4. Be it resolved the Board of Education hereby approves the following authorizations for the 2015-16 school year.

(a) Superintendent to certify payroll;

(b) Superintendent to approve conference requests for school district Board of Education members;

(c) Superintendent or designee to approve conference requests for employees of the district;

(d) Superintendent to approve transfers not to exceed \$30,000 and the Board of Education to receive monthly updates on such transfers;

(e) District Treasurer as the primary signee of District checks with the Board President as the alternate signee in the absence of the District Treasurer;

(f) District Treasurer to invest School District Funds in short term securities;

(g) Associate Superintendent for Management services of ES BOCES to act as the representative of the Springs UFSD in making application for Federal Aid under Public Law 81-874;

(h) 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 Barbara Dayton, seconded by Timothy Frazier to approve resolutions #1 through #4;

The following resolution was tabled and a motion was made by Jeffrey Miller and seconded by Timothy Frazier:

5. Be it resolved the Board of Education approves the appointment of Frances Silipo, to a stipend 12 month position of Purchasing Agent for the 2015-16 school year, unless sooner discontinued, for the annual stipend of \$1800.00.

A motion was made by Timothy Frazier, seconded by Adam Wilson and the following resolution was approved:

6. Be it resolved the Board of Education hereby authorizes the bonding of Thomas Primiano, District Treasurer, John Finello, Superintendent, Julie Bistran, District Clerk, and Daniel Penalver, Claims Auditor for the 2015-16 school year, in the amount of \$200,000 each.

A motion was made by Timothy Frazier, seconded by Jeffrey Miller and the following resolutions were approved:

7. Be it resolved the Board hereby readopts all Policies and Administrative Regulations that were in effect at the close of the 2014-15 school year.

8. Be it resolved the 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 and seconded by Barbara Dayton and the following resolutions were approved:

9. Be it resolved the Board of Education hereby approves the following payroll dates for the 2015-16 school year.

- **July 3, 17 & 31**
- **August 14 & 28**
- **September 11 & 25**
- **October 9 & 23**
- **November 6 & 20**
- **December 4 & 18**
- **January 1, 15 & 29**
- **February 12 & 26**
- **March 11 & 25**
- **April 8 & 22**
- **May 6 & 20**
- **June 3, 17 & 24**

A motion was made by Timothy Frazier and seconded by Jeffrey Miller and the following resolution was approved:

10. Be it resolved the Board of Education hereby appoints the following individuals to the titles indicated for the 2015-16 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, Alison Ledda, and Katharina Bahns, Carla Morgan, as well as certified inspectors from the Suffolk County Board of Elections list.

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

A motion was made by Timothy Frazier and seconded by Barbara Dayton and the following resolution was approved:

11. Be it resolved the following individuals shall serve as Chairpersons for the Committee on Special Education for the 2015-16 school year:

- **Keri DeLalio and Madeleine Everhart**

A motion was made by Adam Wilson and seconded by Timothy Frazier and the following resolution was approved:

12. Be it resolved the following individuals shall serve as Chairpersons for the Committee on Preschool Special Education for the 2015-16 school year:

- **Keri DeLalio and Madeleine Everhart**

A motion was made by Jeffrey Miller and seconded by Barbara Dayton and the following resolution was approved:

13. Be it resolved the following individuals shall serve on the Section 504 Committee for the 2015-16 school year:

- **Section 504 Coordinators- Keri DeLalio and Madeleine Everhart**
- **Nurse – Debra Gherardi**
- **Teachers as needed**

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

14. Be it resolved the Board of Education hereby approves the following Committees as Special Committees, in accordance with District Policy:

Audit Committee Members: Elizabeth Mendelman, Tim Frazier, Jeff Miller, Adam Wilson and Barbara Dayton

Buildings and Grounds: Jeffrey Miller, Eric Casale, Dan Newman, and Thomas Primiano, John Grant and Elizabeth Mendelman.

Communication Committee: Elizabeth Mendelman, Barbara Dayton, John Finello, Eric Casale, Fran Silipo, and Kimberly Belkin.

Traffic Safety Committee: Officer Robert Gurney, Elizabeth Mendelman, Jeffrey Miller, Dan Newman, and Marion Flaherty

Technology Committee: Barbara Dayton, Adam Wilson, Eric Casale, John Gibbons, William Hallman, Judy Mullarkey, Melissa Knight, John Grant, Robert Platt, and Steve Mazza.

A motion was made by Jeffrey Miller and seconded by Barbara Dayton and the Board approved resolutions #15 through #21 by consent.

15. Be it resolved 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 2015-16 school year.

16. Be it resolved the Board of Education hereby authorizes the Superintendent to execute an agreement with the Bridgehampton UFSD, filed in the office of the District Clerk, for Health Services provided for the 2014-15 school year.

17. Be it resolved the Board of Education hereby authorizes the Superintendent to execute an agreement with the Sag Harbor UFSD, filed in the office of the District Clerk, for Health Services provided for the 2014-15 school year.

18. Be it resolved the Board of Education hereby authorizes the Superintendent to execute an agreement with the Wainscott UFSD, filed in the office of the District Clerk, for Health Services provided for the 2014-15 school year.

19. Be it resolved the Board of Education hereby authorizes the Superintendent to execute an agreement with the Southampton UFSD, filed in the office of the District Clerk, for Health Services provided for the 2014-15 school year.

20. Be it resolved the Board of Education hereby authorizes the Superintendent to execute an agreement with Project Most Inc, for the 2015-16 school year.

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

A motion was made by Jeffrey Miller, seconded by Timothy Frazier and the Reorganizational Meeting was adjourned at 7:25 PM, followed by The Regular Board Meeting.