

SPRINGS UNION FREE SCHOOL DISTRICT

MINUTES REORGANIZATIONAL MEETING July 5, 2016

The meeting was called to order by Elizabeth Mendelman, Board President, at 6:20 p.m. and the Pledge of Allegiance was recited.

The following people were in attendance: Elizabeth Mendelman, Timothy Frazier, Barbara Dayton, Amy Rivera, David Conlon, John Finello, Superintendent, Eric Casale, Principal, Keri Delalio, Director PPS/Human Resources, Carl Fraser, Business Official, and Julie Bistran, District Clerk.

President of the Board

A nomination made by Timothy Frazier, seconded by David Conlon and the Board unanimously approved the following:

Be it resolved that the Board of Education hereby elects Barbara Dayton to serve as President of the Board of Education for the 2016-2017 school year.

Vice-President of the Board

A nomination made by Barbara Dayton, seconded by Amy Rivera 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 2016-2017 school year. Julie Bistran, District Clerk, administered oath to the elected President and the Board President administered oath to the Superintendent. The District Treasurer and Claims Auditor were not present but will be sworn in at a later date.

Appointments

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

Be it resolved that the Board of Education hereby approves the appointment of Annette Savino as District Treasurer for the 2016-2017 school year, unless sooner discontinued. The current salary will remain in effect until superseded by Board action.

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

Be it resolved that the Board of Education hereby approves the appointment of Julie Bistran to the stipend, 12-month position of District Clerk for the 2016-2017 school year, unless sooner discontinued, for the annual stipend of \$15,000.

A motion was made by Timothy Frazier, seconded by David Conlon 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 2016-2017 school year, unless sooner discontinued, at the rate of \$35.00 per hour.

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

Be it resolved that the Board of Education approves the following non-stipend appointments for the 2016-2017 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: Annette Savino

A motion was made by Timothy Frazier, seconded by Amy Rivera 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 2016-2017 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.) Internal Auditor: Nawrocki Smith
- f.) Bond Financial Advisors: Munistat Services, Inc.
- g.) Bond Counsel: Hawkins, Delafield and Wood LLP

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

Be it resolved that the Board of Education hereby approves the following designations for the 2016-2017 school year:

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

A motion was made by Timothy Frazier, seconded by Amy Rivera and the following resolution was approved:

Be it resolved that the Board of Education hereby approves the following Calendar dates and times for regular monthly BOE meetings, Budget Hearing, and Budget Vote for the 2016-2017 school year:

Calendar dates and times for Regular Monthly Board Meetings (7:00 PM), Budget Hearing (7:00 PM) and Budget Vote (1:00-9:00 PM):

- Monday, August 29
- Monday, September 19
- Monday, October 24
- Monday, November 21
- Monday, December 19
- Monday, January 23
- Monday, February 13
- Monday, February 13 (Budget Work-session 1)
- Wednesday, March 1 (Budget Work-session 2)
- Monday, March 13
- Monday, March 13 (Budget Work-session 3)
- Monday, April 3
- Monday, April 3 (Budget Work-session 4, if necessary)
- Wednesday, April 19 (Budget Adoption and Property Tax Report Card)
- Monday, May 8
- Monday, May 8 (Budget Hearing)
- Tuesday, May 16 (Budget Vote)

A motion was made by Timothy Frazier, seconded by David Conlon and the following resolution was approved:

Be it resolved that the Board of Education hereby approves the following Official District Newspapers for the 2016-2017 school year.

Official District Newspapers: East Hampton Star / Southampton Press

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

Be it resolved that the Board of Education hereby approves the following District Insurance Consultants for the 2016-2017 school year.

District Insurance Consultants:

New York State Insurance Reciprocal (NYSIR) for all insurance policies excluding student accident insurance policies

Cook Maran & Associates, Inc. Insurance Agents for QBE student accident insurance policy: US Fire Catastrophic.

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

Be it resolved that the Board of Education hereby approves the following authorizations for the 2016-2017 school year:

- a.) Superintendent to certify payroll;
- b.) Board President to approve conference requests for school district Superintendent;
- c.) Superintendent to approve conference requests for school district Board of Education members;
- d.) Superintendent or designee to approve conference requests for employees of the district;
- e.) Superintendent to approve budget transfers not to exceed \$30,000 and the Board of Education to receive monthly updates on such transfers;
- f.) District Treasurer as primary signee of District checks with the Board President as the alternate signee in the absence of the District Treasurer;
- g.) District Treasurer to invest School District Funds in short term securities;
- h.) 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;

i.) Superintendent to serve as District Representative with authorization to execute applications in connection with Chapter 1 and 2 of the Elementary and Secondary Education.

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

Be it resolved that the Board of Education hereby approves the appointment of Carl Fraser, to the position of Purchasing Agent for the 2016-2017 school year, unless sooner discontinued, at no additional compensation.

A motion was made by Timothy Frazier, seconded by David Conlon and the following resolution was approved:

Be it resolved that the Board of Education hereby authorizes the bonding of Annette Savino, District Treasurer; John Finello, Superintendent, Julie Bistran, District Clerk, Carl Fraser, Purchasing Agent and Daniel Penalver, Claims Auditor, for the 2016-2017 school year, in the amount of \$200,000 each.

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

Be it resolved that the Board of Education hereby re-adopts all Policies and Administrative Regulations that were in effect at the close of the 2015-2016 school year.

A motion was made by Timothy Frazier, seconded by Amy Rivera 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 Timothy Frazier, seconded by David Conlon 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 15, 29**
- **August 12, 26**
- **September 9, 23**
- **October 7, 21**
- **November 4, 18**
- **December 2, 16, 30**
- **January 13, 27**
- **February 10, 24**
- **March 10, 24**
- **April 7, 21**
- **May 5, 19**
- **June 2, 16, 23, 30**

A motion was made by Timothy Frazier, seconded by Elizabeth Mendelman 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 2016-2017 school year, unless sooner discontinued, at the rate of \$12.00 per hour, for the purpose of conducting the Annual District Meeting:

**Chairperson of Annual District Meeting - Julie Bistran
Inspectors/Election Registrars: Kimberly Sargent, Cathy McCormack, Blanca Aucapino, Mary Lou Russell, Elizabeth Schuerer, Flora Greenberg, as well as certified inspectors from the Suffolk County Board of Elections list.**

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 Timothy Frazier, seconded by Elizabeth Mendelman and the following resolution was approved:

Be it resolved the following individuals shall serve as Chairpersons for the Committee on Special Education for the 2016-2017 school year:

- **Keri Delalio and Madeleine Everhart**

A motion was made by Timothy Frazier, seconded by David Conlon and the following resolution was approved:

Be it resolved the following individuals shall serve as Chairpersons for the Committee on Preschool Special Education for the 2016-2017 school year:

- **Keri Delalio and Madeleine Everhart**

A motion was made Timothy Frazier, seconded by Amy Rivera and the following resolution was approved:

Be it resolved the following individuals shall serve on the Section 504 Committee for the 2016-2017 school year:

- **Section 504 Coordinators - Keri Delalio, Madeleine Everhart and Eric Casale**
- **Nurse – Debra Gherardi**
- **Teachers as needed**

A motion was made by Timothy Frazier, seconded by David Conlon and the following resolution was approved:

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, Timothy Frazier, Barbara Dayton, Amy Rivera and David Conlon.

Building & Grounds Committee: Eric Casale, Dan Newman, Carl Fraser and David Conlon.

District Safety Committee: Eric Casale, Elizabeth Mendelman, Christine Cleary, Daniel Newman, Bruce Bates, Kim Notel and Michael Sarlo.

Technology Committee: Eric Casale, John Gibbons, William Hallman, Judy Mullarkey, Melissa Knight, Steve Mazza and David Conlon.

Communications Committee: Barbara Dayton, Elizabeth Mendelman and John Finello.

Policy Development Committee: John Finello, Carl Fraser, Eric Casale, Keri Delalio and Elizabeth Mendelman.

Capital Planning Committee: Elizabeth Mendelman, Timothy Frazier, Barbara Dayton, Amy Rivera and David Conlon.

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

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 2016-2017 school year.

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 2016-2017 school year.

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 2016-2017 school year.

Be it resolved the Board of Education hereby authorizes the Superintendent to execute an agreement with Project Most Inc, for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

Be it resolved the Board of Education hereby authorizes the Superintendent to execute an agreement with Guild Hall for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

Be it resolved that the Board of Education authorizes an agreement between Dave Krolikowski and the Springs UFSD for professional services for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

Be it resolved that the Board of Education authorizes an agreement between Dr. James Sherwood and the Springs UFSD for professional services for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

Be it resolved that the Board of Education authorizes an agreement between Dr. Rosenblatt and the Springs UFSD for professional services for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

Be it resolved that the Board of Education authorizes an agreement between St. James tutoring and the Springs UFSD for professional services for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

A motion was made by Timothy Frazier, seconded by David Conlon and the following resolution was approved:

Be it resolved that the Board of Education hereby establishes the following non-resident tuition rates for the 2016-2017 school year:

Special Education:

Grades: K-6 \$57,615 per school year

Grades: 7-12 \$61,565 per school year

General Education:

Grades: K-6 \$15,396 per school year

Grades: 7-12 \$19,346 per school year

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

Be it resolved that the Board of Education hereby approves the agreement between the Springs UFSD and the Sag Harbor UFSD, filed in the office of the District Clerk, for Education Services provided for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

Be it resolved that the Board of Education hereby approves the agreement with the Bridgehampton UFSD, filed in the office of the District Clerk, for Education Services provided for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

Be it resolved, that 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 Education Services provided for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

Be it resolved, that the Board of Education hereby authorizes the Superintendent to execute an agreement with the East Hampton UFSD, filed in the office of the District Clerk, for Education Services provided for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

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

**Be it resolved, that the Board of Education is authorized to execute a First Amendment, dated June 5, 2016, to the Employment Agreement dated January 12, 2015 for the Director of Pupil Personnel Services and Human Resources, Keri A. Delalio.
Amy Rivera recused herself from the motion**

A motion was made by Timothy Frazier, seconded by David Conlon and the following resolution was approved:

Be it resolved, that the Board of Education of the Springs Union Free School District authorizes the Board President, Barbara Dayton, to execute five (5) Memoranda of Terms of Employment, dated July 5, 2016, for certain incumbent non-instructional employees holding the following positions:

- Senior Account Clerk**
- Senior Clerk Typist (2)**
- Greeter**
- Head Bus Driver**

Amy Rivera recused herself from the motion.

A motion was made by Timothy Frazier, seconded by David Conlon and the following resolution was approved:

Be it resolved that the Board of Education authorizes an agreement between Achieve Beyond and the Springs UFSD for professional services for the 2016-2017 school year, subject to negotiation of a formal written agreement between the parties as approved by Counsel for the District.

A motion was made by Timothy Frazier, seconded by Elizabeth Mendelman and the meeting was adjourned at 6:51 P.M.