

July 12, 2021

The Reorganizational Meeting of the Board of Education of the Westhampton Beach Union Free School District, Suffolk County, New York, was held in the High School LGI Room on July 12, 2021.

Board of Education members present: Ms. Suzanne M. Mensch, Ms. Dawn Arrasate, Ms. Joyce L. Donneson, Ms. Stacy R. Rubio, Mr. Halsey C. Stevens, and Ms. Heather A. Wright.

Absent: Mr. George R. Kast, Jr.

Also Present: Michael R. Radday, Superintendent of Schools; Carolyn J. Probst, Deputy Superintendent of Schools; Judy Iannone, District Clerk; Bill Fisher, Assistant Superintendent for Personnel & Instruction; Jacqueline I. Pirro, Assistant Superintendent for Business; and 1 staff member.

The meeting was called to order at 7:00 PM by Mr. Radday.

The Pledge of Allegiance was conducted.

Ms. Iannone read the organization for the 2021/22 school year:

<u>Membership</u>	<u>Term Expiration</u>
Dawn Arrasate	2022
Stacy R. Rubio	2022
Heather A. Wright	2023
Halsey C. Stevens	2023
Suzanne M. Mensch	2024
Joyce L. Donneson	2024
George R. Kast, Jr.	2024

ELECTION OF PRESIDENT

Mr. Stevens nominated and Ms. Arrasate seconded the nomination of Ms. Suzanne M. Mensch for the position of President of the Board of Education for the Westhampton Beach Union Free School District for the 2021/22 school year.

On motion of Mr. Stevens, second by Ms. Arrasate, Ms. Suzanne M. Mensch to be and hereby is elected President of the Board of Education for the 2021/22 school year.

Vote: Yes 6 No 0

The Oath of Office was administered to Ms. Mensch by Ms. Iannone.

ELECTION OF VICE PRESIDENT

Mr. Stevens nominated and Ms. Rubio seconded the nomination of Dawn Arrasate for the position of Vice President of the Board of Education for the Westhampton Beach Union Free School District for the 2021/22 school year.

On motion of Mr. Stevens, second by Ms. Rubio, Ms. Dawn Arrasate to be and hereby is elected Vice President of the Board of Education for the 2021/22 school year.

Vote: Yes 6 No 0

The Oath of Office was administered to Ms. Arrasate by Ms. Iannone

Ms. Mensch assumed Chairmanship of the meeting.

DISTRICT CLERK APPOINTMENT

On motion of Ms. Donneson, second by Mr. Stevens, the appointment of Judy Iannone as the District Clerk for the 2021/22 school year at a stipend of \$8712.50, to be and hereby is approved.

Vote: Yes 6 No 0

The Oath of Office was administered to Ms. Iannone by Ms. Mensch.

APPOINTMENTS FOR THE 2021/22 SCHOOL YEAR

On motion of Mr. Stevens, second by Ms. Arrasate, the following appointments for the 2021/22 school year, to be and hereby are approved:

1. District Treasurer – MaryAnn Milton
2. Deputy Treasurer – Jacqueline Pirro - \$3,824 stipend
3. District Counsel - Kevin Seaman for General & Labor Counsel (fees as submitted)
4. Bond Counsel – Hawkins Delafield & Wood LLP (fees as submitted)
5. District Health Office – Peconic Bay Medical Group - (fees as submitted)
6. School Insurance Broker – New York State Insurance Reciprocal (fees as submitted)
7. Purchasing Agent – Jacqueline Pirro
8. Alternate Purchasing Agent – Carolyn Probst
9. Claims Auditor – Paul Eglevsky – \$57/hr. - not to exceed \$7,500 (as submitted)
10. Internal Auditor – Cullen & Danowski - not to exceed \$27,500 (as submitted)
11. External Auditor – R.S. Abrams - not to exceed \$35,600 (as submitted)
12. Auditor of High School Extra Classroom Activity Funds - Middle School Principal, Charisse Miller
13. Treasurer of High School Extra Classroom Activity Funds – Gloria Meyer, High School Secretary
14. Auditor of Middle School Extra Classroom Activity Funds - Elementary School Principal, Jerry Garritano
15. Treasurer of Middle School Extra Classroom Activity Funds – Laura Manopella, Middle School Secretary
16. Auditor of Elementary Extra Classroom Activity Funds - High School Principal, Chris Herr
17. Treasurer of Elementary School Extra Classroom Activity Funds – Christine Meyer, Elementary School Secretary
18. Health & Safety Officer – Anthony Verga
19. Prevailing Wage Officer – Anthony Verga
20. Asbestos Compliance Officer – Anthony Verga
21. Public Access Officer – Judy Iannone
22. Records Management Officer – William Fisher
23. Records Management Clerk – Evelyn Overton - \$3,824 stipend
24. District Wide Emergency Coordinator – Carolyn Probst
25. Section 504 Hearing Officer – William Fisher
26. Designated Education Official as per Project Save Legislation – Chris Herr
27. Title II, Title VI, and Title IX Compliance Officer – William Fisher

- 28. Financial Software Systems Administrators – Jacqueline Pirro & William Fisher
- 29. Dignity for All Students (DASA) Coordinator – Rob Finn
- 30. Data Protection Officer – William Fisher

Vote: Yes 6 No 0

ENABLING RESOLUTIONS FOR THE 2021/22 SCHOOL YEAR

On motion of Mr. Stevens, second by Ms. Rubio, the following resolutions for the 2021/22 school year, to be and hereby are approved:

- 1. Designation of Regular Monthly Board of Education Meetings. First and third Mondays of the month as the regular monthly meeting days (unless otherwise noted)
- 2. Designation of Official Newspapers – The Southampton Press (Western Edition) & Long Island Business News
- 3. Designation of Signatory for Federal Funds – Superintendent of Schools
- 4. Designation of Signatory for State Reports – President of the Board of Education
- 5. Authority to certify payrolls – Superintendent of Schools or his designees
- 6. Bonding of District Treasurer and Deputy Treasurer (\$1,000,000 each –Travelers Casualty & Surety Co. of America)
- 7. Re-adoption of resolution indemnifying public officers and employees of public entities
- 8. Board and District memberships in professional organizations – National School Board Association, New York State School Board Association
- 9. Authority to transfer within Budget \$10,000 annually per budget code without Board of Education approval; and any transfers exceeding \$10,000 with prior approval of the Board of Education based on the recommendation of the Superintendent of Schools, and Policy 6150
- 10. Approval of authorized accounts (as submitted)
- 11. Designee authorized to invest at varying time periods in Certificates of Deposit, Repurchase Agreements, NOW Accounts, Money Market and MBIA Class Accounts as per Investment Policy 6240 – Jacqueline Pirro as Deputy Treasurer; Mary Ann Milton as District Treasurer
- 12. Designation of petty cash of \$100 for each building and administrative office under the respective supervision of the building principals, Superintendent of Schools, Assistant Superintendent for Personnel & Instruction, Assistant Superintendent for Business, Director of Pupil Personnel Services, Director of Health, Physical Education & Athletics, School Lunch Director and the Director of Buildings & Grounds
- 13. Authorization to fund the cash registers used for the Food Service Program and to have a “change” fund in the middle school and high school, as submitted
- 14. Authorization for Extra-Classroom Activity Fund monies to be deposited with M&T Bank and People’s United Bank
- 15. Rate of Mileage Reimbursement – rate issued by the Internal Revenue Service

Vote: Yes 6 No 0

PUBLIC PARTICIPATION

A staff member raised questions regarding mask requirements, vaccination requirements and requested plans be made to practice outdoor emergency drills.

APPROVAL OF MINUTES

On motion of Ms. Donneson, second by Ms. Arrasate, the minutes of the June 21, 2021, Board of Education meeting, to be and hereby are approved.

Vote: Yes 6 No 0

COMMITTEE ON SPECIAL EDUCATION

On motion of Mr. Stevens, second by Ms. Arrasate, the following resolution appointing members of the Westhampton Beach Committee on Special Education for the 2021/22 school year, to be and hereby is adopted:

As per Education Law, section 4402, to ensure timely evaluation and placement of students the board is requested to appoint a committee on special education and committee on preschool special education. The membership of each committee shall include:

- the parents or persons in parental relationship to the student;
- not less than one regular education teacher of the student;
- not less than one of the student's special education teachers or special education provider of the student;
- a representative of the school district who is qualified to provide, administer or supervise special education and who is knowledgeable about the general education curriculum and who is knowledgeable about the availability of resources of the school district;
- a school psychologist, whenever a new psychological evaluation is reviewed or a change to a program option with a more intensive staff/student ratio;
- an individual who can interpret the instructional implications of evaluation results, who may be a member appointed;
- the student, if appropriate.

Vote: Yes 6 No 0

IMPARTIAL HEARING OFFICERS

On motion of Ms. Rubio, second by Mr. Stevens, the following resolution recommending appointment of Impartial Hearing Officers for the 2021/22 school year, to be and hereby is adopted:

Appointment of Impartial Hearing Officers is requested by the Board of Education as per the most recent list of certified IHO's for Suffolk County promulgated by the New York State Education Department. Impartial hearing officers will be chosen in accordance with the rotational selection process described in Commissioner's regulations.

Vote: Yes 6 No 0

CSE RECOMMENDATIONS

The Board reviewed the recommendations of the Westhampton Beach UFSD CSE meetings of the following dates: 1/13, 1/22, 1/27, 1/28, 2/3, 2/5, 2/10, 2/24, 2/26, 3/1, 4/7, 4/8, 4/23, 4/27, 4/29, 5/28, 6/4, 6/8, 6/9, 6/15, 6/16, 6/18, 6/22 and CPSE 4/16, 4/29, 4/30, 5/28, 6/1 and 6/3.

On motion of Ms. Arrasate, second by Mr. Stevens, the Board of Education has no objections to the recommendations of the Committee and approves the authorization of funds to implement the special education programs and services consistent with such recommendations.

Vote: Yes 6 No 0

LIAISONS & COMMITTEE MEMBERS

On motion of Mr. Stevens, second by Ms. Rubio, the appointment of George Kast and Joyce Donneson to serve as liaisons to the District Wellness Committee, to be and hereby is approved.

Vote: Yes 6 No 0

On motion of Ms. Donneson, second by Mr. Stevens, the appointment of Suzanne Mensch and Dawn Arrasate to serve as a Networking Council Committee Members, to be and hereby is approved.

Vote: Yes 6 No 0

On motion of Ms. Rubio, second by Ms. Arrasate, the appointment of Suzanne Mensch, Dawn Arrasate and Halsey Stevens to serve as Audit Committee Members, to be and hereby is approved.

Vote: Yes 6 No 0

On motion of Mr. Stevens, second by Ms. Arrasate, the appointment of Heather Wright to serve as Technology Committee Member, to be and hereby is approved.

Vote: Yes 6 No 0

On motion of Mr. Stevens, second by Ms. Arrasate, the appointment of George Kast, Joyce Donneson and Heather Wright to serve as Policy Committee Members, to be and hereby is approved.

Vote: Yes 6 No 0

On motion of Ms. Donneson, second by Mr. Stevens, the appointment of Suzanne Mensch, Dawn Arrasate and Stacy Rubio to serve as Guidance Advisory Board Members, to be and hereby is approved.

Vote: Yes 6 No 0

On motion of Ms. Donneson, second by Mr. Stevens, the appointment of Suzanne Mensch and Stacy Rubio to serve as Business Advisory Board Members, to be and hereby is approved.

Vote: Yes 6 No 0

RE-ADOPTION OF EXISTING BOARD POLICIES

On motion of Ms. Arrasate, second by Ms. Wright, the re-adoption of existing Board Policies, to be and hereby is approved.

Vote: Yes 6 No 0

AUTHORIZATIONS

On motion of Ms. Rubio, second by Ms. Donneson, the following resolution authorizing the Superintendent of Schools to act as follows, to be and hereby is adopted:

BE IT RESOLVED, that the Board of Education of the Westhampton Beach Union Free School District authorizes the Superintendent of Schools to confirm personnel appointments over the summer prior to Board of Education meetings.

Vote: Yes 6 No 0

On motion of Ms. Arrasate, second by Ms. Rubio, the following resolution authorizing the Board of Education President to act as follows, to be and hereby is adopted:

BE IT RESOLVED, that the Board of Education of the Westhampton Beach Union Free School District authorizes the Board of Education President to act in an emergency as its designee should the need arise to appoint a hearing officer.

Vote: Yes 6 No 0

SENDING DISTRICT INSTRUCTION CONTRACTS

On motion of Ms. Wright, second by Mr. Stevens, the resolution authorizing the execution of instruction contracts (SA-10 form) with two sending districts (East Moriches and Remsenburg-Speonk), to be and hereby is adopted.

Vote: Yes 6 No 0

TAN RESOLUTION

Board Member, Halsey C. Stevens, offered the following resolution and moved its adoption:

TAX ANTICIPATION NOTE RESOLUTION OF WESTHAMPTON BEACH UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JULY 12, 2021, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$11,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2022

RESOLVED BY THE BOARD OF EDUCATION OF WESTHAMPTON BEACH UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called "Notes") of Westhampton Beach Union Free School District, in the County of Suffolk, New York (herein called "District"), in the principal amount of not to exceed \$11,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 9.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law").

Section 2. The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2021 and ending June 30, 2022, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

(b) The Notes shall mature within the period of one year from the date of their issuance.

(c) The Notes are not issued in renewal of other notes.

(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such

payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute arbitrage certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

The adoption of the foregoing resolution was seconded by Board Member, Joyce L. Donneson, and duly put to a vote on roll call, which resulted as follows:

Stacy R. Rubio	VOTING	YES
Heather A. Wright	VOTING	YES
Dawn Arrasate	VOTING	YES
Suzanne M. Mensch	VOTING	YES
Halsey C. Stevens	VOTING	YES
Joyce L. Donneson	VOTING	YES

AYES: 6

NOES: 0

The resolution was declared adopted.

CONSENT AGENDA

On motion of Mr. Stevens, second by Ms. Rubio, the following resolutions for the 2021/22 school year were adopted, based on the paperwork submitted and contained in the supplemental file:

1. Resolution authorizing two (2) budget transfers
2. Resolution authorizing the school food program meal prices
3. Resolution authorizing the Munistat Services agreement
4. Resolution authorizing the Eileen Tuohy of EMT Government Accounting Services agreement
5. Resolution authorizing the execution of a consulting agreement with Achieve Beyond
6. Resolution authorizing the execution of a consulting agreement with All About Kids
7. Resolution authorizing the execution of a consulting agreement with Consulting that Makes a Difference, Inc.
8. Resolution authorizing the execution of a consulting agreement with Crystal Investigations
9. Resolution authorizing the execution of a consulting agreement with Family Service League
10. Resolution authorizing the execution of a consulting agreement with Health Source Group

11. Resolution authorizing the execution of a consulting agreement with Helping Hands Children Services
12. Resolution authorizing the execution of a consulting agreement with Horizon Healthcare
13. Resolution authorizing the execution of a consulting agreement with Kidz Educational Services
14. Resolution authorizing the execution of a consulting agreement with Metro Therapy
15. Resolution authorizing the execution of a consulting agreement with New York Therapy Placement Services, Inc.
16. Resolution authorizing the execution of a special education services contract with the Remsenburg/Speonk School District
17. Resolution authorizing the execution of a contract with Matt Parsons, Owner Living Arts Aquarium for the HS Science Wetlab
18. Resolution authorizing the Fridge & Freezer surplus request
19. Resolution authorizing the execution of a contract with Stacy M. Albert for a Teacher Center of the Western Hamptons course: The Classroom after Covid
20. Resolution authorizing the execution of a Frontline Technologies renewals for IEP Direct, RTI Direct, AESOP & Professional Learning Management

Vote: Yes 6 No 0

LINDSAY FIELDS

On motion of Mr. Stevens, second by Ms. Wright, the appointment of Lindsay Fields as a special education teacher assigned to the Elementary School, effective September 1, 2021, with a four year probationary period through August 31, 2025, in the tenure area of Special Education, at Step 1A1, BA, at a salary of \$51,110, pending receipt of official transcripts, to be and hereby is approved.

Vote: Yes 6 No 0

IFETAYO BONNER

On motion of Ms. Rubio, second by Mr. Stevens, the appointment of Ifetayo Bonner as a special education teacher assigned to the Middle School, effective September 1, 2021, with a four year probationary period through August 31, 2025, in the tenure area of Special Education, at Step 1D, MA, at a salary of \$59,755, pending receipt of official transcripts, to be and hereby is approved.

Vote: Yes 6 No 0

TITLE & LEARNING SPECIALIST STAFF

On motion of Ms. Rubio, second by Mr. Stevens, the appointment of the following staff for the 2021/22 school year, to be and hereby are approved:

Effective September 27, 2021 through June 10, 2022:

Jill Stevens	ES Title	5.5 hours/day	\$25/hr.
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Effective September 1, 2021 through June 10, 2022:

Andrew Riggio	MS Title	3.5 hours/day	\$25/hr.
	HS Learning Specialist	2.0 hours/day	\$25/hr.
	Permanent Substitute	1.75 hours/day	\$150/day (prorated)

Vote: Yes 5 No 0
(Mr. Stevens abstained)

READING, TITLE & PERM SUB

On motion of Ms. Rubio, second by Ms. Wright, the appointment of Yolanda Hollander for the 2021/22 school year as follows, to be and hereby is approved:

Effective September 1, 2021 through June 24, 2022:

.4 FTE ES Reading/RTI Teacher Step 1D, MA, \$59,755 (prorated)

Effective September 1 - 24, 2021 and June 13 - 24, 2022:

ES Perm Sub 4.25 hours/day \$150/day (prorated)

Effective September 27, 2021 through June 10, 2022:

ES Title 4.25 hours/day \$25/hr.

Vote: Yes 6 No 0

ADDITIONAL CLASS SECTIONS

On motion of Mr. Stevens, second by Ms. Arrasate, the appointment of the following teachers to additional class sections for the 2021/22 school year, to be and hereby is approved:

Christie Larson	.2 FTE HS Social Studies
Terence Moran	.2 FTE HS Social Studies
Amy Demchak-Connell	.2 FTE HS Business
Danielle Bergh	.2 FTE HS Science
Benjamin Grodski	.1 FTE HS Science
Samantha Zegel	.1 FTE HS Science

Vote: Yes 6 No 0

CO-CURRICULAR ADVISORSHIPS

On motion of Ms. Rubio, second by Mr. Stevens, the HS & MS Co-curricular Advisorships for the 2021/22 school year, as submitted, to be and hereby are approved.

Vote: Yes 6 No 0

HIGH SCHOOL TEAM LEADERS

On motion of Mr. Stevens, second by Ms. Arrasate, the appointment of the following HS team leaders for the 2021/22 school year, to be and hereby are approved:

Benjamin Grodski & Heather Tomich

Vote: Yes 6 No 0

MIDDLE SCHOOL TEAM LEADERS

On motion of Mr. Stevens, second by Ms. Arrasate, the appointment of the following MS team leaders for the 2021/22 school year, to be and hereby are approved:

Gr 6	Team Storm	Michelle Duffy
Gr 7	Team Riptide	Michelle Bennett
Gr 7	Team Ibis	Claudine DeVelvis
Gr 8	Team Jetty	Camille Pedersen
Gr 8	Team Surge	Greg Izzo

Vote: Yes 6 No 0

HOME TUTORS

On motion of Mr. Stevens, second by Ms. Rubio, the appointment of the following as home tutors for the 2021/22 school year, to be and hereby are approved:

Gretchen Jellett
Dennis Treubig
General Education Teachers (District Employees)
Special Education Teachers (District Employees)

Vote: Yes 6 No 0

JOHN FLEMING

On motion of Ms. Rubio, second by Mr. Stevens, the resolution authorizing the execution of an agreement with John Fleming as Interim Assistant Plant Facilities Administrator, as submitted, to be and hereby is adopted.

Vote: Yes 6 No 0

REPORTS

The personnel postings were noted.

OLD BUSINESS

There were no Old Business items on the agenda.

NEW BUSINESS

There were no New Business items on the agenda.

EXECUTIVE SESSION

On motion of Mr. Stevens, second by Ms. Arrasate, the Board of Education to convene to Executive Session at 7:30 PM to discuss specific personnel matters, to be and hereby is approved.

Vote: Yes 6 No 0

Mr. Kast arrived at 7:31 PM

On motion of Ms. Arrasate, second by Mr. Stevens, the Board of Education to reconvene from Executive Session at 8:15 PM, to be and hereby is approved.

Vote: Yes 7 No 0

ADMINISTRATION OF OATH

The Oath of Office was administered to George R. Kast, Jr. as Member of the Board of Education by Ms. Mensch.

COMMITTEE APPOINTMENTS

On motion of Mr. Stevens, second by Ms. Wright, the appointment of Stacy Rubio and Dawn Arrasate to serve as Equity, Equality & Social Justice Committee Members, to be and hereby is approved.

Vote: Yes 7 No 0

On motion of Mr. Stevens, second by Ms. Wright, the appointment of Stacy Rubio, George Kast and Joyce Donneson to serve as Facilities Committee Members, to be and hereby is approved.

Vote: Yes 7 No 0

DISTRICT CLERK STIPEND

On motion of Mr. Stevens, second by Ms. Donneson, the resolution to amend Judy Iannone's District Clerk stipend to \$8,930.31, retroactive to July 1, 2021, to be and hereby is approved.

Vote: Yes 7 No 0

ADJOURNMENT

On motion of Mr. Kast, second by Mr. Stevens, all business being completed, Ms. Mensch declared the meeting adjourned at 8:20 PM.

Judy Iannone, District Clerk

July 12, 2021