

TYPE: Board Meeting**DATE:** 5/9/2022 **TIME:** 7:30 PM**LOCATION:** High School LGI Room**DETAILS:****1. CALL TO ORDER**

- | | | |
|----|---------------|------|
| 1. | Call to Order | Info |
|----|---------------|------|

2. PLEDGE OF ALLEGIANCE

- | | | |
|----|----------------------|------|
| 1. | Pledge of Allegiance | Info |
|----|----------------------|------|

3. EDUCATIONAL PRESENTATIONS

- | | | |
|----|------------------|------|
| 1. | Equity Committee | Info |
|----|------------------|------|

4. PUBLIC PARTICIPATION

- | | | |
|----|---|------|
| 1. | Note: The audience is asked to kindly present all comments at this time. If the chairman deems it wise, participation may be limited to one (1) five-minute presentation. | Info |
|----|---|------|

5. MINUTES

- | | | |
|----|--|--------|
| 1. | Approval of the minutes of the April 11, 2022 Board of Education meeting | Action |
| 2. | Approval of the minutes of the April 27, 2022 Special Meeting (BOCES Budget Vote & Election) | Action |

6. SPECIAL EDUCATION

- | | | |
|----|---|--------|
| 1. | Approval of CSE recommendations from the following meeting dates: 2/1, 2/2, 2/3, 2/7, 2/8, 2/9, 2/10, 2/14, 3/22, 4/7, 4/8, 4/11, 4/27, 4/29, 5/03, 5/10 and CPSE 3/21. | Action |
|----|---|--------|

7. FINANCIALS**8. SUPERINTENDENT'S REPORT**

- | | | |
|----|--|--------|
| 1. | Resolution rescinding the appointment of a Chief Election Inspector/Chairperson for the Annual Budget Vote and Board of Education Election | Action |
| 2. | Resolution rescinding the appointment of an Election Inspector for the Annual Budget Vote and Board of Education Election | Action |
| 3. | Resolution appointing two Election Inspectors for the Annual Budget Vote and Board of Education Election | Action |
| 4. | Resolution appointing a Chairperson for the Annual Budget Vote and Board of Education Election | Action |
| 5. | Surplus Request - HS metal desk | Action |
| 6. | Resolution authorizing the execution of a consulting agreement with Norah LaSorsa, LCSW, CMHIMP | Action |
| 7. | Approval of a Budget Transfer | Action |

9. PERSONNEL

- | | | |
|----|--|--------|
| 1. | Tenure Recommendations | Action |
| 2. | Extension of a Teacher Probationary Period | Action |
| 3. | Request for Childcare Leave of Absence/HS English Teacher | Action |
| 4. | Resignation/Director of Health, Physical Education and Athletics | Action |

- | | | |
|-----|--|--------|
| 5. | Resignation/ES-MS Assistant Principal | Action |
| 6. | Appointment/HS Living Environment Teacher | Action |
| 7. | Resignation/HS English Teacher | Action |
| 8. | Resignation/HS Art Teacher | Action |
| 9. | Resignation/HS Math Teacher | Action |
| 10. | Resignation/0.2 FTE MS Math Teacher/Title I Teacher/HS Learning Specialist | Action |
| 11. | Appointment/MS 0.2 FTE Math, Title I Teacher, Learning Specialist | Action |
| 12. | Appointment/MS FACS Leave Replacement Teacher | Action |
| 13. | Resignation/ES Food Service Worker | Action |
| 14. | Appointment/Substitutes | Action |
| 15. | Custodial Holidays 2022-2023 School Year | Action |
| 16. | Termination/ES Office Assistant | Action |
| 17. | Resignation/ES Monitor | Action |
| 18. | Appointment/ES Office Assistant | Action |

10. REPORTS

- | | | |
|----|----------|------|
| 1. | Postings | Info |
|----|----------|------|

11. OLD BUSINESS**12. NEW BUSINESS****13. EXECUTIVE SESSION****14. ADJOURNMENT**

April 11, 2022

A regular meeting of the Board of Education of the Westhampton Beach Union Free School District, Suffolk County, New York, was held in the High School Library on April 11, 2022.

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

Also Present: Carolyn J. Probst, Superintendent of Schools; William Fisher, Assistant Superintendent for Personnel & Instruction; Jacqueline I. Pirro, Assistant Superintendent for Business; and approximately 20 attendees.

The meeting was called to order by Ms. Suzanne M. Mensch, President, at 7:00 PM.

The pledge was conducted.

PUBLIC PARTICIPATION

Several community members addressed the Board regarding special education, student discipline, cafeteria seating, and recording of meetings.

APPROVAL OF MINUTES

On motion of Mr. Kast, second by Mr. Stevens, the minutes of the April 4, 2022 Board of Education meeting to be and hereby are approved.

Vote: Yes 7 No 0

PROPOSED SCHOOL BUDGET FOR THE 2022/23 SCHOOL YEAR

On motion of Mr. Kast, second by Ms. Arrasate, the proposed budget for the Westhampton Beach Union Free School District for the 2022/23 school year in the amount of \$61,544,294, to be and hereby is adopted.

Vote: Yes 7 No 0

PROPERTY TAX REPORT CARD

On motion of Ms. Donneson, second by Ms. Rubio, the resolution to adopt the property tax report card, as submitted, to be and hereby is adopted.

Vote: Yes 7 No 0

BUDGET TRANSFER

On motion of Mr. Kast, second by Mr. Stevens, the following budget transfer, to be and hereby is approved:

From	To	Amount
A1620.411.00.02	A1620.411.00.01	\$110,000.00

Vote: Yes 7 No 0

SURPLUS – ES OFFICE CHAIR

On motion of Ms. Rubio, second by Ms. Wright, the request to surplus an Elementary School office chair, asset tag #3971, as it is missing wheels & no longer repairable, to be and hereby is approved:

Vote: Yes 7 No 0

HEIDI KELLY-STRAWGATE

On motion of Mr. Stevens, second by Ms. Arrasate, the resignation of Heidi Kelly-Strawgate from her position as a HS Permanent Substitute Teacher effective April 13, 2022, to be and hereby is accepted.

Vote: Yes 7 No 0

IFETAYO BONNER

On motion of Ms. Rubio, second by Ms. Kast, the resignation of Ifetayo Bonner from her position as a MS Special Education Teacher effective June 24, 2022, to be and hereby is accepted.

Vote: Yes 7 No 0

HOLLY BITTNER

On motion of Mr. Stevens, second by Mr. Kast, the resignation of Holly Bittner from her position as a HS Permanent Substitute Teacher effective April 14, 2022, to be and hereby is accepted.

Vote: Yes 7 No 0

TARA BONAWANDT

On motion of Ms. Rubio, second by Ms. Arrasate, the appointment of Tara Bonawandt as an ES Reading Specialist leave replacement teacher effective April 25 through June 24, 2022 at \$150/day, to be and hereby is approved.

Vote: Yes 7 No 0

DIANE SEHNER

On motion of Mr. Stevens, second by Ms. Arrasate, the appointment of Diane Sehner as a Food Service Worker, effective April 12, 2022 at \$15/hr., to be and hereby is approved.

Vote: Yes 7 No 0

REPORTS

The personnel postings were noted.

OLD BUSINESS

There were no Old Business items on the agenda for discussion.

NEW BUSINESS

There were no New Business items on the agenda for discussion.

EXECUTIVE SESSION

On motion of Ms. Rubio, second by Mr. Stevens, the Board of Education to convene to Executive Session at 7:37 p.m. to discuss contract negotiations, to be and hereby is approved.

Vote: Yes 7 No 0

On motion of Mr. Kast, second by Mr. Stevens, the Board of Education to reconvene from Executive Session at 10:44 p.m., 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 10:44 p.m.

Judy Iannone, District Clerk

April 11, 2022

April 27, 2022

A special meeting of the Board of Education of the Westhampton Beach Union Free School District, Suffolk County, New York, was held in the District Office on April 27, 2022.

Board of Education members present: Ms. Dawn Arrasate, Ms. Joyce Donneson, Mr. George R. Kast, Mr. Halsey Stevens, and Ms. Heather A. Wright.

Absent: Ms. Suzanne M. Mensch & Ms. Stacy R. Rubio

Also Present: Carolyn J. Probst, Superintendent of Schools; William A. Fisher, Assistant Superintendent for Personnel & Instruction; Jacqueline I. Pirro, Assistant Superintendent for Business; and one community member.

The meeting was called to order by Ms. Dawn Arrasate, Vice President, at 8:30 a.m.

The pledge was dispensed with.

CLERK PRO TEM

On motion of Ms. Donneson, second by Mr. Kast, the appointment of Carolyn J. Probst as clerk pro tem, to be and hereby is approved.

Vote: Yes 5 No 0

EASTERN SUFFOLK BOCES ADMINISTRATIVE BUDGET

On motion of Ms. Donneson, second by Mr. Kast, the resolution to cast a yes vote for approval of the Eastern Suffolk BOCES Administrative Budget for 2022/23 school year, to be and hereby is approved.

Vote: Yes 5 No 0

CANDIDATES FOR THE EASTERN SUFFOLK BOCES BOARD

On motion of Mr. Stevens, second by Mr. Kast, the resolution to cast one vote for each of the following candidates for membership on the Eastern Suffolk BOCES Board, to be and hereby is approved:

Linda Goldsmith
William Hsiang
Lisa Israel
Fred Langstaff
Norman A. Wagner
John Wyche

Vote: Yes 5 No 0

ADJOURNMENT

On motion of Mr. Stevens, second by Mr. Kast, all business being completed, Ms. Arrasate declared the meeting adjourned at 8:32 a.m.

Carolyn J. Probst, Clerk Pro Tem

April 27, 2022

WESTHAMPTON BEACH UNION FREE SCHOOL DISTRICT
Westhampton Beach, New York

R E S O L U T I O N

BE IT RESOLVED that, upon the request of Thomas Betjemann, the Board of Education hereby rescinds his appointment as Chief Election Inspector/Chairperson for the Annual Budget Vote and Election to be held on Tuesday, May 17, 2022.

Adopted:

Westhampton Beach Union Free School District
Board of Education

WESTHAMPTON BEACH UNION FREE SCHOOL DISTRICT
Westhampton Beach, New York

R E S O L U T I O N

BE IT RESOLVED that, upon the request of MarthAnn Betjemann, the Board of Education hereby rescinds her appointment as Election Inspector for the Annual Budget Vote and Election to be held on Tuesday, May 17, 2022.

Adopted:

Westhampton Beach Union Free School District
Board of Education

WESTHAMPTON BEACH UNION FREE SCHOOL DISTRICT
Westhampton Beach, New York

R E S O L U T I O N

BE IT RESOLVED that the Board of Education appoint the following persons as Election Inspectors for the Annual Budget Vote and Election to be held on Tuesday, May 17, 2022 during the hours of 7:00 a.m. and 9:00 p.m., and to authorize the District Clerk to fill any vacancies that occur on or before such date:

Full Day @ \$200 each

Joan Scannell

Stephen Wisnoski

Adopted:

Westhampton Beach Union Free School District
Board of Education

WESTHAMPTON BEACH UNION FREE SCHOOL DISTRICT
Westhampton Beach, New York

R E S O L U T I O N

BE IT RESOLVED that the Board of Education appoint Patricia Gonce as Chairperson for the Annual Budget Vote and Election to be held on Tuesday, May 17, 2022.

Adopted:

Westhampton Beach Union Free School District
Board of Education

Westhampton Beach UFSD
Building & Grounds Department

Memo

To: Carolyn Probst, Superintendent
From: Anthony Martino, Assistant Plant Facilities Administrator
Date: April 12, 2022
Subject: Surplus small metal desk



Please ask the Board of Education to approve the surplus of the following item:

Asset#	ID#	Make	Model	Serial#	Location
1435	n/a	n/a	n/a	n/a	high school

This desk is unrepairable and should be excessed.

AM/ka

Cc: Kathy Fibkins, Business Office

3. CONTRACT

This contract shall be terminated by any of the following conditions:

- a. The contract period expires without renewal as provided under Article 1.
- b. The contract is terminated by either party pursuant to Article 1.
- c. The death of The Contractor/Consultant.

4. DUTIES OF THE CONTRACTOR/CONSULTANT

The Contractor/Consultant shall be responsible for the following:

One hour in person counseling sessions. Duties limited to direct counseling services to the student. The nature of the services will remain confidential and no progress reports, assessments or notes will be supplied to the district.

5. NON-DISCLOSURE

The Contractor/Consultant agrees that he/she will not at any time during or after the term of this agreement reveal, divulge, or make known to any person, corporation or entity of any kind the contents of any method or manner in which The Company conducts its business, without the express permission of The Company. All information garnered during the duration of this agreement is considered privileged and proprietary and may not be revealed by The Contractor/Consultant without the express permission of The Company. The client list of The Company is agreed to be a trade secret of The Company.

6. NON-ASSIGNABILITY

Except as provided herein, this contract may not be assigned by either party without the express written permission of the other party.

7. AMENDMENT

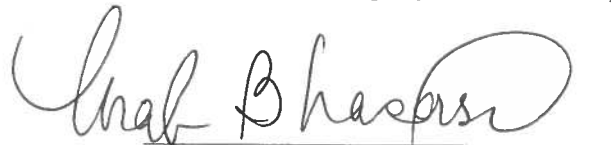
This agreement may be amended at any time by a written instrument agreed to by both The Contractor/Consultant and The Company, and properly executed therewith.

8. GOVERNANCE

This contract is governed by the laws of the State of New York.

IN WITNESS WHEREOF, The Contractor/Consultant and The Company affix their respective marks herewith:

Date: 4-12-22



The Contractor/Consultant
Tax ID No.: 87-3157344

Date: _____

Westhampton Beach UFSD
By: _____

Westhampton Beach UFSD

Disposal of Assets

This form is to be completed for disposal of any inventoried equipment. After completing the below information please mail this form to Anthony Martino, Assistant Plant Facilities Administrator.

Asset Tag: # 1435 No Tag: _____ Serial # _____
Make: _____ Model: _____
Description of Item: small metal desk

Current Location:
Building: HS driveway by generator Room: Basement
Reason for Disposal: No longer useable for the space door broken

Name of person requesting disposal: Robert Peruta

FORWARD TO BUILDING & GROUNDS DEPARTMENT

Approval by A. Martino to submit to BOE: _____ Anthony Martino 4/14/22
Signature Date

BOE Approval Date: _____

Actual Disposal Date: _____ How Disposed: _____

Anthony Martino, Asst Plant Facilities Administrator

FORWARD COMPLETED FORM TO KATHY FIBKINS, BUSINESS OFFICE, FOR REMOVAL FROM ASSETMAXX INVENTORY.

Date of Assetmaxx Removal

WESTHAMPTON BEACH UFSD
REQUEST FOR BUDGET TRANSFER
2021-2022 SCHOOL YEAR

Requestor: MaryAnn Milton
Date of Request: 05/03/2022

Budget Code to **Transfer TO:**

Code Number: A 1420-400-00-05
Code Title: School Attorney Fees
Amount to Transfer: \$ 80,000.00

Budget Code to **Transfer FROM:**

Code Number: ^{A9060}
A 960-800-00-05
Code Title: Medical Insurance

Reason for Transfer:
Adjustment due to actual legal services based on current activity.

Back-up attached

**PLEASE FORWARD COMPLETED FORM TO THE BUSINESS OFFICE FOR APPROVAL.
THE BUSINESS OFFICE SHALL THEN FORWARD IT TO THE SUPERINTENDENT'S
OFFICE FOR FINAL APPROVAL.**

 5/3/2022 _____
Asst. Supt for Business Date Superintendent Date

_____ Transfer #
_____ Transfer Made By
_____ Transfer Date

Board of Education Approval Required (for over \$10,000)

Date of BOE Approval 5/9/2022

WESTHAMPTON BEACH UFSD

Budget Status Report As Of: 05/03/2022

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
1420-400-00-05	School Attorney Fees	105,000.00	270,000.00	375,000.00	307,881.23	67,118.77	0.00
Total GENERAL FUND		105,000.00	270,000.00	375,000.00	307,881.23	67,118.77	0.00

WESTHAMPTON BEACH UFSD

Budget Status Report As Of: 05/03/2022
Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
9060-800-00-05	Medical Insurance	7,179,174.80	-50,000.00	7,129,174.80	5,362,672.39	1,379,026.79	387,475.62
Total GENERAL FUND		7,179,174.80	-50,000.00	7,129,174.80	5,362,672.39	1,379,026.79	387,475.62



WESTHAMPTON BEACH UNION FREE SCHOOL DISTRICT

340 MILL ROAD, WESTHAMPTON BEACH, NEW YORK 11978

(631) 288-3800 FAX: (631) 288-6509

William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher *(WF)*
DATE: April 28, 2022
RE: Tenure Recommendations

The following staff members are recommended for tenure:

Elementary School

Connor Davis Tenure date - September 1, 2022
Tenure Area - Physical Education

Harmony Dileo Tenure date - September 1, 2022
Tenure Area - Special Education

Joseph Mensch Tenure date - September 1, 2022
Tenure area - Physical Education

Middle School

Lauren O'Hearn Tenure date - September 1, 2022
Tenure Area - ENL

High School

Kristine Caronna-DelGiudice Tenure date - September 1, 2022
Tenure Area - Teaching Assistant

Matthew Reed Tenure date - September 1, 2022
Tenure Area - Special Education

Michael Smith Tenure date - September 1, 2022
Tenure Area - Social Studies

Attached are the tenure recommendations.

WF/lh



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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher (WF)
DATE: May 5, 2022
RE: Probation Period Extension/HS Physical Education Teacher/Jeffrey Doroski

Attached is a letter from Jeffrey Doroski requesting a one year extension to his probationary period as a physical education teacher. It is recommended that his probationary period be extended one year until August 31, 2023.

WF/lh



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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher *WF*
DATE: April 13, 2022
RE: Request for Childcare Leave of Absence/HS English Teacher/
Joyce Schmieder

Attached is an email from Joyce Schmieder requesting a childcare leave of absence beginning on August 31, 2022 through November 22, 2022. Joyce would like to use the maximum amount of allowable sick days followed by FMLA, returning to her teaching position on November 28, 2022.

WF/lh



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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher *WF*
DATE: April 13, 2022
RE: Resignation/Director of Health, Physical Education and Athletics/
Kathleen Masterson

Attached is a letter from Kathleen Masterson indicating that she is resigning from her position as the Director of Health, Physical Education and Athletics effective July 1, 2022. Her last day of employment will be June 30, 2022. Ms. Masterson has worked in the district since September 1, 1999.

WF/lh



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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher (WF)
DATE: April 29, 2022
RE: Resignation/ES-MS Assistant Principal/Lisa Menegio

Attached is a letter from Lisa Menegio indicating that she is resigning from her position as an Elementary/Middle School Assistant Principal effective July 1, 2022 to accept the position of Living Environment Teacher available at the High School beginning September 1, 2022.

WF/lh



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Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher (WF)
DATE: April 29, 2022
RE: Resignation/ES-MS Assistant Principal/Lisa Menegio

Attached is a letter from Lisa Menegio indicating that she is resigning from her position as an Elementary/Middle School Assistant Principal effective July 1, 2022 to accept the position of Living Environment Teacher available at the High School beginning September 1, 2022.

WF/lh




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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher 
DATE: April 26, 2022
RE: Resignation/HS English Teacher/Olivia Connelly

Attached is a letter from Olivia Connelly indicating that she is resigning from her position as a High School English Teacher effective June 30, 2022. Ms. Connelly has worked in the district since September 1, 2019.

WF/lh



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Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher *WF*
DATE: April 27, 2022
RE: Resignation/HS Art Teacher/Amanda Vollers

Attached is a letter from Amanda Vollers indicating that she is resigning from her position as a High School Art Teacher effective July 1, 2022. Her last day in attendance will be June 24, 2022. Ms. Vollers has worked in the district since September 1, 2019.

WF/lh



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Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher (WF)
DATE: April 27, 2022
RE: Resignation/HS Math Teacher/Kristen Regan

Attached is a letter from Kristen Regan indicating that she is resigning from her position as a High School Math Teacher effective July 1, 2022. Her last day of employment will be June 30, 2022. Ms. Regan has worked in the district since September 1, 2006.

WF/lh



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Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher (WF)
DATE: April 26, 2022
RE: Resignation/0.2 FTE MS Math Teacher/Title I Teacher/HS Learning Specialist/Nicole Iannone

Attached is a letter from Nicole Iannone indicating that she is resigning from her position as a 0.2 FTE MS Math Teacher/Title I Teacher/HS Learning Specialist effective May 13, 2022. Ms. Iannone has worked in the district since September 1, 2021.

WF/lh



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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher *(WF)*
DATE: April 29, 2022
RE: Appointment/MS 0.2 FTE Math, Title I Teacher, Learning Specialist/Thomas Cummings

Attached is a memorandum from Mrs. Miller recommending Thomas Cummings for the following positions for the remainder of the 2021-2022 school year.

Effective May 16, 2022 through June 24, 2022:

MS 0.2 FTE Math Teacher	Step 1A, BA, \$51,110 (prorated)
MS Title Teacher	3.75 hours \$25 per hour
HS Learning Specialist	2.0 hours \$25 per hour

WF/lh



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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher (WF)
DATE: April 13, 2022
RE: Appointment/MS FACS Leave Replacement Teacher/Peter DeTore

Attached is a letter from Mrs. Miller recommending that Peter DeTore be appointed as a Family and Consumer Science Leave Replacement Teacher assigned to the Middle School beginning on or about May 2, 2022 through June 24, 2022, at a rate of \$150.00 per day.

WF/lh



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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher *WF*
DATE: April 14, 2022
RE: Resignation/ES Food Service Worker/Lauri Morris

The Food Service Department has received a verbal resignation from Lauri Morris indicating that she is resigning from her position as an Elementary School Food Service Worker effective April 14, 2022.

WF/lh




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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher 
DATE: April 26, 2022
RE: Appointment/Substitute Nurses

Recommendations for substitutes and home tutors/proctors:

SUBSTITUTE TEACHERS:

HOME TUTORS/PROCTORS:

SUBSTITUTE CLERICAL, NURSES, AIDES, GUARDS, CUSTODIAL, MONITORS, FOOD SERVICE WORKERS:

Danielle Polanish - Substitute Nurse (LPN)

Avery Jane - Substitute Nurse (RN)

WF/lh



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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher *WF*
DATE: April 12, 2022
RE: Custodial Holidays 2022-2023

Attached is a memorandum from Mr. Martino with his recommendation for custodial holidays for the 2022-2023 school year. Please place on the board agenda for action.

WF/lh



WESTHAMPTON BEACH UFSD

MEMO

BUILDING & GROUNDS DEPARTMENT

TO: William Fisher

From: Anthony Martino, Assistant Plant Facility Administrator

Date: April 7, 2022

Subject: Proposed Holiday Calendar for 2022-2023

The following is the proposed custodial holiday schedule:

- | | | | |
|-----|-------------------|----------|---------------------------|
| 1. | July 4, 2022 | Monday | 4th of July |
| 2. | Sept. 5, 2022 | Monday | Labor Day |
| 3. | October 10, 2022 | Monday | Columbus Day |
| 4. | November 11, 2022 | Friday | Veterans Day |
| 5. | November 24, 2022 | Thursday | Thanksgiving Day |
| 6. | November 25, 2022 | Friday | Thanksgiving observance |
| 7. | December 26, 2022 | Monday | Christmas Day observance |
| 8. | January 2, 2023 | Monday | New Year's Day observance |
| 9. | January 16, 2023 | Monday | Martin Luther King Day |
| 10. | February 20, 2023 | Monday | Presidents Day |
| 11. | April 7, 2023 | Friday | Good Friday |
| 12. | April 10, 2023 | Monday | Easter Day observance |
| 13. | May 29, 2023 | Monday | Memorial Day |
| 14. | June 19, 2023 | Monday | Juneteenth |

If a holiday falls on an employee's day off, the following day will be their holiday.



AM/ka

payroll/tech dept/b&g dept/security



WESTHAMPTON BEACH UNION FREE SCHOOL DISTRICT

340 MILL ROAD, WESTHAMPTON BEACH, NEW YORK 11978

(631) 288-3800 FAX: (631) 288-6509

William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher (WF)
DATE: April 28, 2022
RE: Termination/Probationary Office Assistant/Jessica Moro

Per the attached letter, it is recommended that Jessica Moro's employment as a probationary Office Assistant be terminated as of April 28, 2022. Ms. Moro has worked in the district since September 20, 2021.

WF/lh



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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher *WF*
DATE: May 6, 2022
RE: Resignation/ES Monitor/Marie Kampfer

Attached is a letter from Marie Kampfer indicating that she is resigning from her position as an Elementary School Monitor effective May 9, 2022 to accept the position of Office Assistant available at the Elementary School beginning May 10, 2022.

WF/lh




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William A. Fisher
Assistant Superintendent for Personnel and Instruction

Carolyn J. Probst, Ed.D.
Superintendent of Schools

TO: Carolyn Probst
FROM: William Fisher 
DATE: May 6, 2022
RE: Appointment/ES Office Assistant/Marie Kampfer

Attached is a memorandum from Mr. Garritano recommending that Marie Kampfer be appointed as an Office Assistant assigned to the Elementary School. Ms. Kampfer will be appointed effective May 10, 2022 at Step 1, \$35,320 (prorated) with a twenty-six week probationary period through November 1, 2022, as per civil service rules and regulations.

WF/lh