

July 11, 2023

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 Library on July 11, 2023.

Board of Education members present: Ms. Suzanne M. Mensch, Ms. Dawn Arrasate, Ms. Joyce L. Donneson, Mr. George R. Kast, Jr., Ms. Elizabeth T. Lanni-Hewitt, Mr. Halsey C. Stevens, and Ms. Heather A. Wright.

Also Present: Carolyn J. Probst, Superintendent of Schools; Judy Iannone, District Clerk; Bill Fisher, Assistant Superintendent for Personnel & Instruction; Jacqueline I. Pirro, Assistant Superintendent for Business; and 2 attendees.

The meeting was called to order at 7:00 PM by Ms. Mensch.

TEMPORARY CHAIRPERSON

On the motion of Ms. Donneson, second by Mr. Kast, the appointment of Judy Iannone as temporary chairperson, to be and hereby is approved:

Vote: Yes 7 No 0

The Pledge of Allegiance was conducted.

ADMINISTRATION OF OATH

Ms. Iannone administered the oath of office to Halsey Stevens as Member of the Board of Education.

Ms. Iannone administered the oath of office to Heather Wright as Member of the Board of Education.

Ms. Iannone read the Board Membership for the 2023-24 school year:

<u>Membership</u>	<u>Term Expiration</u>
Suzanne M. Mensch	2024
Joyce L. Donneson	2024
George R. Kast, Jr.	2024
Dawn Arrasate	2025
Elizabeth T. Lanni-Hewitt	2025
Heather A. Wright	2026
Halsey C. Stevens	2026

ELECTION OF PRESIDENT

Mr. Kast nominated Ms. Suzanne M. Mensch for the position of President of the Board of Education for the Westhampton Beach Union Free School District for the 2023/24 school year.

On motion of Mr. Kast, second by Ms. Donneson, Ms. Suzanne M. Mensch to be and hereby is elected President of the Board of Education for the 2023/24 school year.

Vote: Yes 7 No 0

The Oath of Office was administered to Ms. Mensch as President of the Board of Education of the Westhampton Beach Union Free School District for the 2023/24 school year.

## ELECTION OF VICE PRESIDENT

Ms. Donneson nominated Elizabeth T. Lanni-Hewitt for the position of Vice President of the Board of Education for the Westhampton Beach Union Free School District for the 2023/24 school year.

On motion of Ms. Donneson, second by Mr. Kast, Ms. Elizabeth T. Lanni-Hewitt to be and hereby is elected Vice President of the Board of Education for the 2023/24 school year.

Vote: Yes 7 No 0

The Oath of Office was administered to Elizabeth T. Lanni-Hewitt as Vice President of the Board of Education of the Westhampton Beach Union Free School District for the 2023/24 school year.

The meeting was turned over to the President, Ms. Mensch.

## DISTRICT CLERK APPOINTMENT

On motion of Mr. Kast, second by Ms. Donneson, the appointment of Judy Iannone as the District Clerk for the 2023/24 school year at a stipend of \$ 8930.31, to be and hereby is approved.

Vote: Yes 7 No 0

The Oath of Office was administered to Ms. Iannone as District Clerk of the Westhampton Beach Union Free School District for the 2023/24 school year.

## APPOINTMENTS FOR THE 2023/24 SCHOOL YEAR

On motion of Mr. Stevens, second by Ms. Donneson, the following appointments for the 2023/24 school year, to be and hereby are approved:

1. District Treasurer – MaryAnn Milton
2. Deputy Treasurer – Jacqueline Pirro - \$3,824 stipend
3. Bond Counsel – Hawkins Delafield & Wood LLP (fees as submitted)
4. District Architect – John A. Grillo (JAG) P.C. (fees as submitted)
5. School Physician – 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 – \$60/hr. - not to exceed \$7,500 (as submitted)
10. Internal Auditor – Cullen & Danowski - not to exceed \$28,000 (as submitted)
11. External Auditor – R.S. Abrams - not to exceed \$37,700 (as submitted)
12. Auditor & Treasurer of High School Extra Classroom Activity Funds - Middle School Principal, Charisse Miller and Gloria Meyer, High School Secretary
13. Auditor & Treasurer of Middle School Extra Classroom Activity Funds - Elementary School Principal, Jerry Garritano and Laura Manopella, Middle School Secretary
14. Auditor & Treasurer of Elementary Extra Classroom Activity Funds - High School Principal, Chris Herr and Laura Hansen, Elementary School Secretary
15. Health & Safety Officer – Anthony Martino
16. Prevailing Wage Officer – Anthony Martino
17. Asbestos Compliance Officer – Anthony Martino
18. Public Access Officer – Judy Iannone

19. Records Management Officer – William Fisher
20. Records Management Clerk – Evelyn Overton - \$3,824 stipend
21. District Wide Emergency Coordinator – Carolyn Probst
22. Section 504 Hearing Officer – William Fisher
23. Designated Education Official as per Project Save Legislation – Chris Herr
24. Title II, Title VI, and Title IX Compliance Officer – William Fisher
25. Financial Software Systems Administrators – Jacqueline Pirro & William Fisher
26. Dignity for All Students (DASA) Coordinator – Rob Finn
27. Data Protection Officer – William Fisher

Vote: Yes 7 No 0

ENABLING RESOLUTIONS FOR THE 2023/24 SCHOOL YEAR

On motion of Mr. Stevens, second by Mr. Kast, the following enabling resolutions for the 2023/24 school year, to be and hereby are adopted:

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 her 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 (NSBA), New York State School Boards Association (NYSSBA), New York State Council of School Superintendents (NYSCOSS), American Association of School Administrators (AASA), New York State Association for Women in Administration (NYSAWA), Association of School Business Officials of New York (ASBO)
9. Approval of authorized bank accounts NYCLASS & M&T (as submitted)
10. 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.
11. 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
12. Rate of Mileage Reimbursement – rate issued by the Internal Revenue Service

Vote: Yes 7 No 0

## APPROVAL OF MINUTES

On motion of Ms. Lanni-Hewitt, second by Mr. Kast, the minutes of the June 26, 2023, Board of Education meeting, to be and hereby are approved.

Vote: Yes 7 No 0

## COMMITTEE ON SPECIAL EDUCATION

On motion of Ms. Lanni-Hewitt, second by Ms. Wright, the following resolution appointing members of the Westhampton Beach Committee on Special Education for the 2023/24 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 7 No 0

## IMPARTIAL HEARING OFFICERS

On motion of Ms. Arrasate, second by Mr. Kast, the following resolution recommending appointment of Impartial Hearing Officers for the 2023/24 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 7 No 0

## CSE RECOMMENDATIONS

The Board reviewed the recommendations of the Westhampton Beach UFSD CSE meetings of the following dates: 2/1, 3/23, 3/24, 3/30, 4/5, 4/18, 5/4, 6/20, 6/22 and CPSE 4/4 and 6/16/23.

On motion of Mr. Stevens, second by Ms. Wright, 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 7 No 0

COMMITTEE MEMBERS

On motion of Mr. Kast, second by Ms. Arrasate, the appointment of Suzanne Mensch and Elizabeth Lanni-Hewitt to serve as a Networking Council Committee Members, to be and hereby is approved.

Vote: Yes 7 No 0

On motion of Ms. Donneson, second by Mr. Kast, the appointment of Suzanne Mensch, Dawn Arrasate and Elizabeth Lanni-Hewitt to serve as Audit Committee Members, to be and hereby is approved.

Vote: Yes 7 No 0

On motion of Ms. Donneson, second by Wright, the appointment of George Kast, Joyce Donneson and Elizabeth Lanni-Hewitt to serve as Policy Committee Members, to be and hereby is approved.

Vote: Yes 7 No 0

On motion of Mr. Lanni-Hewitt, second by Ms. Donneson, the appointment of Suzanne Mensch, Halsey Stevens and Heather Wright to serve as Guidance Advisory Board Members, to be and hereby is approved.

Vote: Yes 7 No 0

On motion of Ms. Lanni-Hewitt, second by Mr. Kast, the appointment of Suzanne Mensch, Dawn Arrasate and Heather Wright to serve as Business Advisory Board Members, to be and hereby is approved.

Vote: Yes 7 No 0

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

Vote: Yes 7 No 0

RE-ADOPTION OF EXISTING BOARD POLICIES

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

Vote: Yes 7 No 0

AUTHORIZATIONS

On motion of Mr. Kast, second by Mr. Stevens, 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 7 No 0

On motion of Mr. Kast, second by Ms. Wright, 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 7 No 0

SRO AGREEMENT

On motion of Mr. Kast, second by Ms. Lanni-Hewitt, the resolution authorizing the execution of an SRO agreement with the Village of Westhampton Beach for the 2023/24 school year, to be and hereby is adopted.

Vote: Yes 7 No 0

INDIVIDUAL STUDENT TUITION CONTRACTS

On motion of Mr. Stevens, second by Mr. Kast, the resolution authorizing the execution of three (3) individual student tuition contracts for the 2023/24 school year, to be and hereby is adopted.

Vote: Yes 7 No 0

MUNISTAT

On motion of Mr. Stevens, second by Mr. Kast, the resolution authorizing the execution of an agreement with Munistat Services Inc. for the 2023/24 school year, to be and hereby is adopted.

Vote: Yes 7 No 0

KEEPING YOUR BOOKS

On motion of Ms. Lanni-Hewitt, second by Mr. Kast, the resolution authorizing the execution of an agreement with Keeping Your Books Accounting Services for the 2023/24 school year, to be and hereby is adopted.

Vote: Yes 7 No 0

IDEA 611/619

On motion of Ms. Wright, second by Mr. Kast, the resolution authorizing the execution of four (4) IDEA 611/619 flow-through funds memorandums of agreement, to be and hereby is adopted.

Vote: Yes 7 No 0

MEAL PRICES

On motion of Mr. Kast, second by Mr. Stevens, the school meal prices for the 2023/24 school year, to be and hereby are approved as follows:

Breakfast	\$2.00
Lunch	\$3.50
HS Premium Meal	\$4.50
MS Premium Meal	\$3.70
Milk	\$ .50

Vote: Yes 7 No 0

COPIER AGREEMENTS

On motion of Ms. Lanni-Hewitt, second by Mr. Stevens, the resolution authorizing the execution of a revised copier service agreement with Advanced Imaging for the 2023/24 school year, as submitted, to be and hereby is adopted.

Vote: Yes 7 No 0

TARA BISHOP

On motion of Mr. Stevens, second by Mr. Kast, the request from Tara Bishop for a Childcare Leave of Absence beginning on or about September 19, 2023 through November 9, 2023 using about 17 sick days followed by four weeks of FMLA, returning to her teaching position on Monday, November 13, 2023, to be and hereby is approved.

Vote: Yes 7 No 0

SANDRA FLORES

On motion of Ms. Donneson, second by Mr. Kast, the request from Sandra Flores for a Military Leave of Absence beginning September 5, 2023 through November 3, 2023, returning to her teaching position on Monday, November 6, 2023, to be and hereby is approved.

Vote: Yes 7 No 0

KATHERINE CARR

On motion of Mr. Stevens, second by Mr. Kast, the appointment of Katherine Carr as a .6 FTE HS Social Worker, effective September 5, 2023 through June 30, 2024, at Step 2D, MA, \$64,276 (prorated), to be and hereby is approved.

Vote: Yes 7 No 0

KARLA CONTRERAS PEREZ

On motion of Mr. Stevens, second by Mr. Kast, the appointment of Karla Contreras Perez as a .MS Teaching Assistant, effective September 5, 2023, with a four-year probationary period through August 31, 2027 in the tenure area of Teaching Assistant, at a starting salary of \$25,000/yr., pending receipt of official transcripts, to be and hereby is approved.

Vote: Yes 7 No 0

ADDITIONAL SECTIONS

On motion of Ms. Lanni-Hewitt, second by Ms. Donneson, the appointment of the following teachers to additional class sections for the 2023/24 school year, to be and hereby are approved:

Frank Monastero	02 FTE MS Band
Joshua Seifert	02 FTE MS Band

Vote: Yes 7 No 0

EXTENDED SCHOOL YEAR (ESY)

On motion of Ms. Lanni-Hewitt, second by Mr. Kast, the appointment of Emily Isselbacher to provide Special Education Extended School Year Services from July 5, 2023 through August 8, 2023 for an individual student, at the hourly professional rate of pay \$50.22/hr., to be and hereby is approved.

Vote: Yes 7 No 0

COACHING APPOINTMENTS

On motion of Mr. Stevens, second by Ms. Lanni-Hewitt, the following coaching appointments for the 2023/24 school year, as submitted, to be and hereby are approved:

2023-24 FALL				
SPORT	LEVEL	COACH	STEP	SALARY
FOOTBALL CHEER	Var	TBD		
GIRLS X-COUNTRY	Var	Broich, John	3	\$6,003.08
BOYS X-COUNTRY	Var	Martin, Hannah	1	\$5,655.32
B&G X-COUNTRY	MS	O'Hare, Mike	2	\$4,311.03
FOOTBALL	Var	Schaumloffel, Bryan	3	\$8,947.40
FOOTBALL	Var Asst	Johnson, Mark	2	\$7,089.90
FOOTBALL	Var Asst	Magner, Cole	2	\$7,089.96
FOOTBALL	Var Asst	O'Neill, Jesse	1	\$6,875.96
FOOTBALL	JV	Doroski, Jeff	2	\$6,380.98
FOOTBALL	JV	Peters, Drew	3	\$6,573.58
FOOTBALL	JV	Mensch, Joe	2	\$6,380.98
FOOTBALL	MS	Montpetit, Sean	3	\$4,428.77
FOOTBALL	MS	Malsky, Cole	1	\$4,193.37
FOOTBALL	MS	Grunenwald, Asa	2	\$4,311.03
GOLF	Var	Musumeci, Fred	3	\$5,934.51
GOLF	JV	Moran, Terry	3	\$4,747.60
BOYS SOCCER	Var	Lein, Randy	3	\$7,259.03
BOYS SOCCER	V. Asst.	DeTore, Pete	1	\$5,943.40
BOYS SOCCER	JV	TBD		
BOYS SOCCER	MS	Smith, Mike	2	\$4,311.03
GIRLS SOCCER	Var	Habersaat, Erika	3	\$7,259.03
GIRLS SOCCER	V Asst.	Olivotti, Jackie	1	\$5,943.40
GIRLS SOCCER	JV	TBD		
GIRLS SOCCER	MS	TBD		
GIRLS TENNIS	Var	Reed, Matt	1	\$6,446.19
GIRLS TENNIS	JV	Williams, Korey	3	\$5,021.47
GIRLS TENNIS	MS	Bender, Carrie	1	\$4,193.37
BOYS VOLLEYBALL	Var	Tuttle, Josh	2	\$7,058.42
BOYS VOLLEYBALL	V. Asst.	Intravaia, Jackie	3	
BOYS VOLLEYBALL	JV	Allen-Morabito, Kyle	1	\$5,156.95
GIRLS VOLLEYBALL	Var	Ferrente, Eric	1	\$6,857.76
GIRLS VOLLEYBALL	V. Asst.	Fabian, Sarah	1	
GIRLS VOLLEYBALL	JV	TBD		
ATHLETIC TRAINER		Leogrande, Scott		\$42.55
EQUIPMENT MGR		Hoyt, Dana		\$6,118.47

Vote: Yes 6 No 1  
(Ms. Donneson opposed)

VOLUNTEER COACHING APPOINTMENT

On motion of Mr. Stevens, second by Ms. Donneson, the appointment of Tyler Simpson as a volunteer coach for the fall of the 2023/24 school year, to be and hereby is approved.

Vote: Yes 7 No 0

REPORTS

The personnel postings were noted.

OLD BUSINESS

SCHOOL SAFETY PLAN

On motion of Mr. Stevens, second by Mr. Kast, the resolution to adopt the School Safety Plan, as submitted, to be and hereby is adopted.

Vote: Yes 7 No 0

NEW BUSINESS

There were no New Business items on the agenda.

EXECUTIVE SESSION

On motion of Ms. Arrasate, second by Mr. Stevens, the Board of Education to convene to Executive Session at 7:20 PM to discuss ongoing special education litigation, to be and hereby is approved.

Vote: Yes 7 No 0

On motion of Mr. Kast, second by Ms. Arrasate, the Board of Education to reconvene from Executive Session at 9:00 PM, to be and hereby is approved.

Vote: Yes 7 No 0

ADJOURNMENT

On motion of Mr. Kast, second by Ms. Arrasate, all business being completed, Ms. Mensch declared the meeting adjourned at 9:00 PM.

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Judy Iannone, District Clerk

July 11, 2023