

**WESTHAMPTON BEACH UNION FREE SCHOOL DISTRICT**  
**340 Mill Road**  
**Westhampton Beach, NY 11978**



**Minutes of Regular Board of Education Meeting held in the High School Library**  
**Monday, March 25, 2024 (7:00 PM)**

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

Also present: Carolyn J. Probst, Superintendent of Schools; Bill Fisher, Assistant Superintendent for Personnel & Instruction; Jacqueline I. Pirro, Assistant Superintendent for Business; Jason Cohen, Athletic Director

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

The pledge was conducted.

Ms. Dawn Arrasate arrived at 7:04 p.m.

EDUCATIONAL PRESENTATIONS

The following presentations were given:

1. Athletic Budget presentation - Jason Cohen, Athletic Director
2. 2024-2025 Budget & Enrollment presentation - Dr. Carolyn Probst, Superintendent - Dr. Probst gave a detailed presentation on the budget and enrollment for the upcoming school year. She explained the challenges that the district is facing with increases in general insurance, employee retirement system contribution and health insurance rates, less state aid and declining enrollment. Dr. Probst stated that the allowable increase to the budget without going over the tax cap is 2.99%. She gave a detailed report on the declining enrollment and explained what reductions and additions are planned for the upcoming school year.

PUBLIC PARTICIPATION

- The teachers union president spoke on behalf of his association in support of the teachers affected by the budget and the decline in student enrollment. He urged the board to consider other options to save money while maintaining the teachers jobs.
- A Remsenburg resident asked what happens to extra funds if a construction project comes in at a lower cost than expected. It was explained that any left over funds would be allocated to additional improvement projects pending board approval. She also asked the board to consider The More Company to do the work on the roof of the elementary school.
- A resident spoke in support of the teachers affected by the budget and asked the board to pursue other means of saving money.
- A resident spoke about after school enrichment programs and future plans of the district if enrollment continues to decline.
- A resident asked if raises are included in the budget for teachers, administrators, etc. It was explained that raises are part of collective bargaining units and are included in the budget.
- A teacher asked if the district keeps track of why the student's are leaving.

APPROVAL OF MINUTES

On motion of Mr. Kast, second by Ms. Lanni-Hewitt, the minutes of the March 11, 2024 Board of Education meeting, to be and are hereby approved.

Vote: Yes 7 No 0

APPROVAL OF LEGAL NOTICE FOR SCHOOL BUDGET VOTE AND ELECTION

On motion of Ms. Donneson, second by Mr. Kast, the approval of the legal notice for the May 21, 2024 School Budget Vote and Election of Board Members, to be and hereby is adopted.

Vote: Yes 7 No 0

RESOLUTION / APPOINTMENT OF CHAIRPERSON FOR BUDGET VOTE

On motion of Mr. Stevens, second by Mr. Kast, the resolution below to be, and is hereby approved:

BE IT RESOLVED that the Board of Education appoint Tom Betjemann as Chairperson for the Annual Budget Vote and Election to be held on Tuesday, May 21, 2024.

Vote: Yes 7 No 0

RESOLUTION / ELECTION INSPECTORS FOR BUDGET VOTE

On motion of Ms. Lanni-Hewitt, second by Ms. Donneson, the resolution below to be, and is hereby approved:

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 21, 2024 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  
Thomas H. Betjemann (Chief Inspector of Elections)  
Marth-ann Betjemann  
Patricia Gonce  
Doreen Croser  
Stephen Wisnoski  
Joan Scannell  
Bea Allen

Vote: Yes 7 No 0

ESTABLISHMENT OF TRS RETIREMENT CONTRIBUTION RESERVE FUND

On motion of Mr. Stevens, second by Ms. Donneson, the following resolution to establish a TRS Retirement Contribution Reserve Fund, to be and is hereby adopted:

WHEREAS, the Westhampton Beach Union Free School District participates in the New York State Teachers' Retirement System ("TRS"); and

WHEREAS, on March 25, 2024, the Board of Education of the Westhampton Beach Union Free School District by resolution established a Retirement Contribution Reserve Fund known as the Retirement Contribution Reserve Fund pursuant to Section 6-r of the General Municipal Law; and

WHEREAS, the Board of Education has determined it is also appropriate to establish a sub-fund within said Retirement Contribution Reserve Fund pursuant to Section 6-r of the General Municipal Law.

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the Westhampton Beach Union Free School District, pursuant to Section 6-r of the General Municipal Law, as follows:

1. The Board hereby establishes a sub-fund within the Retirement Contribution Reserve Fund (ERS) to be known as the TRS - Retirement Contribution Reserve Sub-Fund;
2. The source of funds for this Reserve Sub-Fund shall be:
  - a. such amounts as may be provided therefore by budgetary appropriation or raised by tax therefore;
  - b. such revenues as are not required by law to be paid into any other fund or account;
  - c. such other funds as may be legally appropriated; and
  - d. notwithstanding any law to the contrary, such amounts as may be transferred from a reserve fund established pursuant to Section 6-c, 6-d, 6-e, 6-f or 6-g of Article 2 of the General Municipal Law, comprised of moneys raised from the same tax base as the moneys in the retirement contribution reserve fund, or a reserve fund established pursuant to Education Law Section 3651, provided that any such transfer shall only be made by Board resolution adopted after a public hearing held on at least 15 days prior notice published in at least one newspaper having general circulation in the District.
3. By resolution, the Board of Education may authorize expenditures from this Reserve Sub-Fund. Except as otherwise provided by law, moneys in this Reserve Sub-Fund may only be appropriated to finance retirement contributions to the New York State Teachers' Retirement System, and/or to offset all or a portion of the amount deducted from the moneys apportioned to the District from the State for the support of schools pursuant to Section 521 of the Education Law.
4. No member of the Board of Education or employee of the District shall:
  - a. authorize a withdrawal from this Reserve Sub-Fund for any purpose except as provided in Section 6-r of the General Municipal Law; or
  - b. expend any money withdrawn from this Reserve Sub-Fund for a purpose other than as provided in Section 6-r of the General Municipal Law.
5. The moneys contributed annually to the Reserve Sub-Fund shall not exceed 2% of the total compensation or salaries of all teachers (as that term is defined in Education Law §501[4]) employed by the District who are members of TRS paid during the immediately preceding fiscal year.
6. The balance of the Reserve Sub-Fund shall not exceed 10% of the total compensation or salaries of all teachers (as that term is defined in Education Law §501[4]) employed by the District who are members of TRS paid during the immediately preceding fiscal year.
7. The moneys in this Reserve Sub-Fund shall be deposited and secured in the manner provided by Section 10 of the General Municipal Law. The Board of Education or its authorized designee may invest the moneys in this Reserve Sub-Fund in the manner provided by Section 11 of the General Municipal Law. Any interest earned or capital gain realized on the money so deposited or invested shall accrue to and become part of this

Reserve Sub-Fund.

8. The chief fiscal officer shall account for this Reserve Sub-Fund separate and apart from all other funds of the District. Such accounting shall show: the source, date and amount of each sum paid into the sub-fund; the interest earned by such sub-fund; capital gains or losses resulting from the sale of investments of this sub-fund; the order, purpose thereof, date and amount of each payment from this sub-fund; the assets of the sub-fund, indicating cash balance and a schedule of investments. The chief fiscal officer, within sixty (60) days of the end of each fiscal year, shall furnish a detailed report of the operation and condition of this sub-fund to the Board of Education.
9. This Resolution shall take effect immediately.

Vote: Yes 7 No 0

BUDGET TRANSFER

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

From	To	Amount
A2250-470-00-05	A2250-400-00-05	\$26,000.00

Vote: Yes 7 No 0

MEMORANDUM OF AGREEMENT

On motion of Ms. Donneson, second by Mr. Stevens, the Memorandum of Agreement with a member of the Westhampton Beach Teachers Association, is hereby accepted.

Vote: Yes 7 No 0

CORRECTIVE ACTION PLAN

On motion of Ms. Lanni-Hewitt, second by Mr. Kast, the district's Corrective Action Plan for the internal auditor's report on detailed testing dated January 22, 2024 prepared by internal auditor Cullen & Danowski, LLP, to be and is hereby accepted.

Vote: Yes 7 No 0

FIELD TRIPS

On motion of Mr. Stevens, second by Ms. Wright, the field trip for the Varsity Girls' Lacrosse player to Boston, MA, on April 12-14, 2024, is hereby approved.

On motion of Ms. Donneson, second by Mr. Kast, the field trip for the chamber singers and pep band members (grades 8-12) to Walt Disney World, FL, on April 3-6, 2025, is hereby approved.

Vote: Yes 7 No 0

DISPOSAL OF EXCESS SCIENCE BOOKS

On motion of Ms. Lanni-Hewitt, second by Ms. Wright, the recommendation to excess outdated science textbooks listed below, is hereby accepted.

NY Prentice Hall Biology	0-13-126051-0	Prentice Hall	2006	47
Prentice Hall Biology - Miller / Levine	0-13-126-051-0	Prentice Hall	2006	42
Biology The Study of Life	0-13-435086-3	Prentice Hall	1999	65
Biology - Campbell Reece	0-8053-6566-4	Prentice Hall	5th Edition	6
Biology - Campbell - Reece	0-8053-0009-0	Prentice Hall	6th ed.	6
Living Environment - Activity Book - Softcover	978-937323-16-86	UPCO	2013	32
Living Environment - Review Book - Softcover - Small	978-937323-20-5	UPCO	2020	54
Living Environment - Review Book - Softcover- Small	0-937323-20-9	UPCO	2006	49
Biology the Study of Life	0-13-435086-3	Prentice Hall	1999	35
Chemistry The Central Science	0-13-050987-6	Prentice Hall	2000 (8th Ed)	59
Chemistry	0-13-125-886-9	Pearson/Prentice Hall	2005	90
Biology - Campbell - Reece		Prentice Hall	2007	44
Chemistry The Central Science	0-13-050987-6	Prentice Hall	2000 (8th Ed)	17
NY Prentice Hall Biology	0-13-126051-0	Prentice Hall	2006	25

Vote: Yes 7 No 0

APPROVAL OF BID AWARDS

On motion of Mr. Stevens, second by Ms. Arrasate, bids for the following contract projects listed below, to be and are hereby approved.

Contract No. 1: Roof Reconstruction	GTS Construction Corp. 37 Bethpage Road Hicksville, NY 11801	\$3,334,000.00
Contract No. 2: General Construction	Construction Consultants of LI, Inc. 36 East 2nd Street Riverhead, NY 11901	\$3,116,000.00
Contract No. 3: Plumbing Reconstruction	Seaford Avenue Corp. 25 Brooklyn Avenue Massapequa, NY 11758	\$128,200.00
Contract No. 4: HVAC Reconstruction	Traditional Air Conditioning, Inc. 32 E. Carl Street Hicksville, NY 11801	\$54,900.00
Contract No. 5: Electrical Reconstruction	MRJ Industries, Ltd. 98 E. Montauk Highway Hampton Bays, NY	\$543,929.00

Vote: Yes 7 No 0

JACQUELINE PIRRO

On motion of Ms. Donneson, second by Ms. Lanni-Hewitt, the recommendation of tenure for Jacqueline Pirro, Assistant Superintendent for Business, to be and is hereby accepted.

Vote: Yes 7 No 0

DANA HOYT

On motion of Mr. Stevens, second by Mr. Kast, the request for a childcare leave of absence by Dana Hoyt beginning on or about June 14, 2024 through June 26, 2024, with her return to work being August 29, 2024, is hereby accepted.

Vote: Yes 7 No 0

KELLY ROESEL

On motion of Ms. Lanni-Hewitt, second by Mr. Kast, the request for an extension of Kelly Roesel's medical leave of absence through April 3, 2024 with a return date of April 4, 2024, to be and is hereby approved.

Vote: Yes 7 No 0

EXTENSION TO ADDITIONAL CLASS SECTIONS

On motion of Ms. Donneson, second by Mr. Stevens, the recommendation for the following teachers to continue their previously approved appointments through April 3, 2024.

Matthew Berkout	0.2 FTE Environmental Science
Emily Isselbacher	0.2 FTE FALP Science
Debora Erickson	0.2 FTE Applied Chemistry
Lisa Menegio	0.2 FTE Living Environment
Maria Pepey	0.1 FTE Living Environment Lab
Maryann Higgins	0.1 FTE Special Education Consult

Vote: Yes 7 No 0

ALEXA BENNETT-ROSMAN

On motion of Ms. Lanni-Hewitt, second by Mr. Stevens, the recommendation to appoint Alexa Bennett-Rosman as a Teaching Assistant assigned to the Middle School, effective April 3, 2024, with a three-year probationary period through April 2, 2027, in the tenure area of Teaching Assistant, starting salary \$25,000/year (prorated), to be and is hereby approved.

Vote: Yes 7 No 0

STEVEN HASSAN

On motion of Mr. Stevens, second by Ms. Lanni-Hewitt, the resignation of Steven Hassan from his position as a High School Special Education teacher, effective June 30, 2024, to be and is hereby approved.

Vote: Yes 7 No 0

THOMAS CUMMINGS

On motion of Mr. Stevens, second by Ms. Lanni-Hewitt, the resignation of Thomas Cummings from his position as a High School Math Teacher, effective June 30, 2024, to be and is hereby approved.

Vote: Yes 7 No 0

KIRIAN KOMAROVSKIJ

On motion of Mr. Stevens, second by Ms. Donneson, the resignation of Kirian Komarovskij from her position as an Elementary School Monitor, effective March 28, 2024, to be and is hereby approved.

Vote: Yes 7 No 0

JUNE REGENTS PREP STAFF

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation for the following teachers to provide June Regents Prep sessions at the high school for two hours per week at a rate of \$50.22 per hour, to be and is hereby approved.

Brooke Russell  
Rebecca Sullivan  
Maria Pepey  
Jeanne Lotito  
Brett Ryan  
Joe Bruno  
Tom Cummings  
Alyssia Tempera  
Adriana Sedano

Vote: Yes 7 No 0

SUMMER RECREATION/ACADEMY DIRECTOR

On motion of Ms. Lanni-Hewitt, second by Mr. Kast, the recommendation for Anthony Cappiello to be appointed as the Elementary School Summer Recreation/Academy Director for the 2023-2024 school year with a stipend of \$6,180, to be and is hereby approved.

Vote: Yes 7 No 0

SUMMER RECREATION/ACADEMY ASSISTANT DIRECTOR

On motion of Mr. Kast, second by Ms. Donneson, the recommendation for Kimberly Mercready to be appointed as the Elementary School Summer Recreation/Academy Assistant Director for the 2023-2024 school year with a stipend of \$3,135, to be and is hereby approved.

Vote: Yes 7 No 0

2023-24 VOLUNTEER ASSISTANT COACH

On motion of Mr. Kast, second by Mr. Stevens, the 2023-2024 spring sport season volunteer assistant coach recommendation listed below, is hereby accepted.

SPORT	COACH
SOFTBALL	McKay, Brooke

Vote: Yes 7 No 0

REPORTS

Personnel postings were noted.

OLD BUSINESS

There was no Old Business on the Agenda.

NEW BUSINESS

There was no New Business on the Agenda.

EXECUTIVE SESSION

On motion of Mr. Stevens, second by Mr. Kast, the Board of Education convened into Executive Session at 7:32 p.m. to discuss negotiations with bargaining units.

Vote: Yes 7 No 0

On motion of Ms. Donneson, second by Mr. Kast, the Board of Education to reconvene from Executive Session at 10:15 p.m., to be and hereby is approved.

Vote: Yes 7 No 0

ADJOURNMENT

On motion of Ms. Donneson, second by Mr. Kast, all business being completed, Ms. Mensch declared the meeting adjourned.

Vote: Yes 7 No 0



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Lisa Rheume, District Clerk