

**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, April 15, 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, and Ms. Heather A. Wright.

Board of Education members absent: Mr. Halsey C. Stevens

Also present: Carolyn J. Probst, Superintendent of Schools; Lisa Rheume, District Clerk; Bill Fisher, Assistant Superintendent for Personnel & Instruction; Jacqueline I. Pirro, Assistant Superintendent for Business

The meeting was called to order by Ms. Suzanne M. Mensch, President at 7:01 p.m.

The pledge was conducted.

EDUCATIONAL PRESENTATIONS

The following presentations were given:

1. 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.

Comments on the budget presentation:

- 3 teachers spoke about the amount of teachers being excessed next year. They highlighted accomplishments of those teachers and described the loss of teachers through excessing and attrition. They asked the board to reconsider the decision to excess and explore other options to balance the budget.
- A teacher spoke about the teachers health care package in retirement and the retirement incentive in the teacher contract.
- A resident spoke about after school enrichment programs in the elementary school and suggested that they be offered during the school day without excessing teachers.
- A resident asked about the UPK program. She asked if it could be offered in house to both help students and perhaps bring revenue to the district.
- A resident spoke about local construction bringing multiple housing units and potential students to the district.

PUBLIC PARTICIPATION

- A teacher asked what the plan is for the future as far as enrollment and staffing.

APPROVAL OF MINUTES

On motion of Mr. Kast, second by Ms. Donneson, the minutes of the March 25, 2024 Board of Education meeting, to be and are hereby approved.

Vote: Yes 6 No 0

On motion of Ms. Donneson, second by Mr. Kast, the recommendation to approve the financial items below as a whole, are hereby approved.

1. Budget Status Report October as of February 29, 2024
2. Revenue Status Report as of February 29, 2024
3. Trial Balance Report as of February 29, 2024
4. Budgetary Transfer Report February 29, 2024
5. Treasurers Reports & Collateral February 29, 2024
6. Extraclass Activities ES, MS, HS January & February 2024
7. Audited and Paid Claims 0146-0163

Vote: Yes 6 No 0

ADOPTION OF PROPOSED 2024/2025 BUDGET

On motion of Ms. Lanni-Hewitt, second by Ms. Donneson, the proposed budget for the Westhampton Beach Union Free School District for the 2024/25 school year in the amount of \$64,879,213 to be and is hereby approved.

Vote: Yes 6 No 0

ADOPTION OF PROPERTY TAX REPORT CARD

On motion of Mr. Kast, second by Ms. Arrasate, the recommendation to adopt the property tax report card to be, and is hereby approved.

Vote: Yes 6 No 0

AMENDMENT TO SCHOOL CALENDAR

On motion of Ms. Wright, second by Mr. Kast, the resolution to approve the closing of school on Friday, May 24, 2024, in the event that no further emergency closing days are needed prior to those dates, to be and is hereby adopted:

Vote: Yes 6 No 0

APPROVAL OF INDIVIDUAL STUDENT TUITION CONTRACTS

On motion of Mr. Kast, second by Ms. Wright, the recommendation to approve two individual student tuition contracts, to be and hereby is approved.

Vote: Yes 6 No 0

BUDGET TRANSFERS

On motion of Ms. Wright, second by Ms. Lanni-Hewitt, the following budget transfers, to be and are hereby approved.

From	To	Amount
A9040-800-00-05	A1320-400-00-05	\$27,300.00
A2620-500-00-01	A2110-501-00-01	\$3,500.00
A2850-500-00-01	A2110-501-00-01	\$2,250.00
A2110-502-00-01	A2110-501-00-01	\$2,000.00

Vote: Yes 6 No 0

RFP FOR SPECIAL EDUCATION

On motion of Ms. Arrasate, second by Ms. Lanni-Hewitt, the following RFP of Special Education and Related Services, to be and is hereby approved:

WHEREAS, under the provisions of § 119-o of the General Municipal Law, school districts have the power to enter into agreements among themselves to do jointly all that which they are empowered to do individually;

WHEREAS, § 119-o of the General Municipal Law permits school districts to jointly purchase goods and services by cooperatively preparing specifications, advertising for and opening bids, and awarding contracts;

WHEREAS, the Board of Education of the Westhampton Beach Union Free School District ("District") has determined that it would be beneficial for the District to join an RFP for the procurement of special education and related service providers with the Board of Education of East Quogue Union Free School District and Quogue Union Free School District; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Westhampton Beach Union Free School District hereby authorizes the President of the Board of Education and the Assistant Superintendent for Business to join an RFP for the procurement of special education and related service providers hosted by the Westhampton Beach Union Free School District and thereby enter into contract(s) with successful proposers for special education services as set forth in the Specifications.

Adopted and approved this \_\_\_ day of April, 2024.

By: Board of Education of the Westhampton Beach Union Free School District

Vote: Yes 6 No 0

APPROVAL OF BID AWARDS

On motion of Mr. Kast, second by Ms. Lanni-Hewitt, bids for the following contract projects listed below, to be and are hereby approved.

Contract No. 1: Roof Reconstruction	PTS General Construction LLC 63 Jacklyn Court Inwood, NY 11096	\$3,336,000.00
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Contract No. 2: General Construction	Renu Contracting & Restoration 1215 Sunrise Highway Copiague, NY 11726	\$1,493,000.00
Contract No. 3: Plumbing Reconstruction	Reject all bids - work to be rebid in the near future	\$0
Contract No. 4: Electrical Reconstruction	CDJ Electric, Inc. 91 Bridge Road Hauppauge, NY 11788	\$1,700,000.00

Vote: Yes 6 No 0

FIELD TRIP

On motion of Ms. Donneson, second by Ms. Wright, the field trip for the 5th grade students to visit Boston, MA on May 30-31, 2024, is hereby approved.

Vote: Yes 6 No 0

DISPOSAL OF OUTDATED SPECIAL EDUCATION EQUIPMENT

On motion of Mr. Kast, second by Ms. Lanni-Hewitt, the recommendation to excess outdated special education equipment listed below, is hereby accepted.

Description	Asset Tag	Location
stander, handicap w/desk	001252	HS
commode chair (2)		HS

Vote: Yes 6 No 0

SCHOLARSHIP AWARDS

On motion of Ms. Donneson, second by Ms. Arrasate, the resolution authorizing the awards and disbursement of funds from the following scholarship accounts for the 2023/24 school year, as submitted, to be and is hereby adopted:

- Cory Hubbard Memorial Scholarship
- Reina Nash Foundation Scholarship
- Melissa J. Payne Memorial Award
- Suffolk ASBO Scholarship
- Gordon A. Werner Scholarship
- Jennifer Tufo Feuerman Memorial Scholarship
- Doreen Kandell Memorial Scholarship

Vote: Yes 6 No 0

APPROVAL OF DONATION

On motion of Mr. Kast, second by Ms. Donneson, the donation of building supplies for the set of the High School musical from Riverhead Building Supply at a cost of \$1,613.96, to be and is hereby accepted.

Vote: Yes 6 No 0

ANA GARCIA

On motion of Mr. Kast, second by Ms. Donneson, the recommendation that Ana Garcia's provisional 10-Month Office Assistant (Spanish Speaking) be modified to a permanent status effective April 16, 2024, there is no change in salary associated with her status modification, to be and is hereby approved.

Vote: Yes 6 No 0

LIVING ENVIRONMENT LAB MAKE-UP STAFF

On motion of Ms. Lanni-Hewitt, second by Ms. Arrasate, the recommendation for the following teachers for Living Environment Lab makeups, to be and is hereby approved:

Alison Bufalo  
Rebecca Sullivan

Vote: Yes 6 No 0

BRIAN LAFFERTY

On motion of Ms. Lanni-Hewitt, second by Mr. Kast, the approval for Brian Lafferty to use FMLA beginning March 12, 2024 - June 4, 2024, to be and is hereby approved.

Vote: Yes 6 No 0

THOMAS VOLK

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

Vote: Yes 6 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 8:09 p.m. to discuss negotiations with bargaining units.

Vote: Yes 6 No 0

On motion of Mr. Kast, second by Ms. Donneson, the Board of Education to reconvene from Executive Session at 9:45 p.m., to be and hereby is approved.

Vote: Yes 6 No 0

ADJOURNMENT

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

Vote: Yes 6 No 0

*Lisa Rheume*

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Lisa Rheume, District Clerk