

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



**Minutes of Regular Board of Education Meeting**  
**High School Library**  
**Monday, August 19, 2024 (7:00 PM)**

Board of Education members present: Ms. Elizabeth T. Lanni-Hewitt, Ms. Heather A. Wright, Ms. Dawn Arrasate, Mr. Daniel A. Bennett, Mr. Ryan M. Fay, Ms. Jennifer Neumaier

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; and 4 attendees.

The meeting was called to order by Ms. Lanni-Hewitt, President at 7:00 p.m.

The pledge was conducted.

APPROVAL OF MINUTES

On motion of Ms. Wright, second by Ms. Arrasate, the minutes of the July 8, 2024 board meeting, to be and are hereby approved.

Vote: Yes 6 No 0

SPECIAL EDUCATION

On motion of Ms. Wright, second by Ms. Arrasate, the recommendations and authorization of funds to implement the special education programs and services consistent with such recommendations of the Westhampton Beach UFSD CSE meetings of 6/13, 7/1, 7/8, 7/10, 8/6, 8/12 and CPSE 7/9, 7/15 and 7/18, to be and hereby are approved.

Vote: Yes 6 No 0

FINANCIALS

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to approve audited and paid claims 0202-0015, as submitted, are hereby approved.

Vote: Yes 6 No 0

On motion of Ms. Arrasate, second by Ms. Neumaier, the recommendation to approve extraclass activities ES, MS and HS, May - June 2024, as submitted, are hereby approved.

Vote: Yes 6 No 0

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to approve monthly treasurer's reports - June 2024, as submitted, are hereby approved

Vote: Yes 6 No 0

SIGNATORY FOR STATE REPORTS

On motion of Ms. Arrasate, second by Ms. Neumaier, the resolution designating the signatory for state reports to the board president, to be and is hereby approved.

Vote: Yes 6 No 0

LAPTOP FINANCING

On motion of Ms. Wright, second by Mr. Fay, the following resolution approving the financing of laptops, as submitted, to be and hereby is approved:

WHEREAS the Board of Education of the Westhampton Beach Union Free School District ("Board" or "District") proposes through an installment purchase or lease purchase agreement to finance the acquisition of certain instructional equipment ("Equipment") as described in the Master Lease Purchasing Agreement dated July 1, 2024, by and between Apple Inc. ("Lessor") and the Board, and it is in the best interest of the District to authorize and award a Lease Purchase Agreement on the terms set forth in a request for proposals process to solicit alternative financing quotations, and authorize and direct execution of a lease purchase agreement and certain other documents in connection therewith; and

WHEREAS, in accordance with the Request for Proposals, dated June 14, 2024, for a Tax-Exempt Lease Purchase Agreement ("Request for Proposals"), the District received proposals for the lease purchase financing agreement described in said Request for Proposals;

WHEREAS, the funds made available under the Lease Purchase Agreement will be deposited with a bank selected by the Lessor, and will be applied to the acquisition of the Equipment in accordance with the LPA; and

WHEREAS, Lessor has given the District notice of its assignment to Wells Fargo Vendor Financial Services, LLC ("Bank"), of all its rights in and to the Master Lease Purchasing Agreement, and has appointed said Bank as its servicer with respect to the Lease Purchase Agreement; and

WHEREAS, the District has satisfied the legal requirements, including those relating to any applicable public bidding requirements, to arrange for the acquisition of the Equipment and the execution and delivery of the Lease Purchase Agreement; and

WHEREAS, the District is authorized to enter into the Lease Purchase Agreement with the Lessor substantially in the forms presented to this meeting or hereafter approved as provided herein:

NOW THEREFORE, BE IT RESOLVED by the Board of Education of the Westhampton Beach Union Free School District that based on the District's evaluation of such proposals, the Board, pursuant to the requirements of Section 104-b of the General Municipal Law of the State of New York hereby authorizes its Board President to execute, acknowledge and deliver the Lease Purchase Agreement entered into between the Lessor and the Board. The Lease Purchase Agreement shall be for a term of approximately three (3) school years, beginning with the 2024-25 school year and terminating at the end of the 2026-27 school year. The aggregate amount of the lease purchase payments is \$2,139,618.70. The total amount of installment purchase/lease payments in any fiscal year shall not exceed the amount of \$834,084.70. The Lease Purchase Agreement shall comply with the requirements of Section 109-B of the General Municipal Law of the State of New York to the extent applicable thereto.

This resolution shall take effect immediately upon its adoption.

Adopted and approved this 19th day of August, 2024.

Vote: Yes 6 No 0

TEACHING ASSISTANT MEMORANDUMS OF AGREEMENT

On motion of Ms. Wright, second by Ms. Neumaier, the recommendation to approve agreements for Marisa DeMarco and Sarah Fabian, is hereby accepted.

Vote: Yes 6 No 0

INDIVIDUAL STUDENT TUITION CONTRACTS

On motion of Ms. Arrasate, second by Mr. Fay, the recommendation to approve individual student tuition contracts for five (5) students for the 24-25 school year, is hereby accepted.

Vote: Yes 6 No 0

SENDING DISTRICT INSTRUCTION CONTRACTS

On motion of Ms. Arrasate, second by Ms. Wright, the resolution authorizing the Board of Education President to execute instruction contracts (SA-10 form) with the sending districts (East Moriches, East Quogue, Remsenburg-Speonk), to be and is hereby approved.

Vote: Yes 6 No 0

BUDGET TRANSFERS

On motion of Ms. Wright, second by Ms. Arrasate, the following budget transfer requests, as submitted, to be and are hereby approved.

	From		To		Amount
	Code Number	Code Title	Code Number	Code Title	
1.	1620-417-00-01 1620-417-00-02 1620-417-00-03	Refuse Removal HS Refuse Removal MS Refuse Removal ES	1620-417-00-05	Refuse Removal DW	\$9,500 \$9,500 \$6,000
2.	9060-800-00-05	Medical Insurance	2110-153-00-05	Retirement Sick Pay	\$165,000
3.	5540-490-00-06	BOCES Trans-Athletics	5540-490-00-05	BOCES Trans-Reg Trans	\$15,000
4.	9050-800-00-05	Unemployment Insurance	1380-400-00-05	Fiscal Agent Fees	\$1,000
5.	9050-800-00-05	Unemployment Insurance	1325-400-00-05	Finance Attorney Fees	\$9,150
6.	2855-400-00-05	Athletics-Contractual	2855-490-00-05	Athletics- BOCES Services	\$15,250

Vote: Yes 6 No 0

CESSPOOL SERVICES

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to extend the current agreement with United Site Services for the 24-25 school year, as submitted, to be and is hereby approved.

Vote: Yes 6 No 0

METRO THERAPY

On motion of Ms. Arrasate, second by Ms. Neumaier, the recommendation to approve the addendum to previously approved agreement to include fees for administrative services and the CSE/CPSE chairperson, as submitted, to be and is hereby approved.

Vote: Yes 6 No 0

## BID AWARD/BID EXTENSION

On motion of Ms. Arrasate, second by Mr. Fay, the recommendation to accept the bid award from West Music Company and Music & Arts, and the recommendation to accept the bid extension from Pro Cold East Refrigeration Utilities for the 24-25 school year as submitted, to be and are hereby approved.

Vote: Yes 6 No 0

## RFP AWARDS

On motion of Ms. Wright, second by Ms. Neumaier, the recommendation to continue bond counsel services with Hawkins Delafield & Wood, LLP, and the recommendation to continue services with Peconic Bay Medical Center, Northwell Health for school physician and student physicals, each for the 24-25 school year, as submitted, to be and are hereby approved.

Vote: Yes 6 No 0

## CONSULTANT SERVICES CONTRACTS

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to approve the following consultant services contracts, as submitted, to be and are hereby approved:

- Amergis Healthcare Staffing, Inc.
- Family Service League
- LDinfo Publishing, LLC
- Ro Health, LLC

Vote: Yes 6 No 0

## TRANSPORTATION CONTRACTS

On motion of Ms. Arrasate, second by Ms. Wright, the recommendation to approve the following five transportation contracts with Eastern Suffolk BOCES for the 24-25 school year, to be and are hereby approved:

- Regular and Special Education Pupils (RSC)
- Regular Home to School In-District/Non-Public Transportation (REG)
- Field Trips (FTC)
- Summer In-District (SUM)
- Summer Special Education (SSPC)

Vote: Yes 6 No 0

## EDUCATIONAL SOFTWARE CONSULTANT AGREEMENTS

On motion of Ms. Neumaier, second by Ms. Wright, the recommendation to approve the following consultant service contracts for the following providers, as submitted, to be and are hereby approved:

- Eduware, Inc.
- JuiceMind, Inc.

Vote: Yes 6 No 0

On motion of Ms. Arrasate, second by Ms. Neumaier, the resolution authorizing the execution of two (2) IDEA 611/619 flow-through funds memorandums of agreement, to be and are hereby approved:

- Alternatives for Children
- NYSARC, Inc., Suffolk AHRC

Vote: Yes 6 No 0

FINAL SHARED SERVICES CONTRACT WITH BOCES

On motion of Ms. Wright, second by Mr. Fay, the resolution authorizing the final shared services contract with Eastern Suffolk BOCES for the 2024/25 school year, as submitted, to be and hereby is adopted.

Vote: Yes 6 No 0

TEACHER CENTER CONTRACT

On motion of Ms. Wright, second by Ms. Neumaier, the resolution authorizing the Board of Education President to execute a contract with Jennifer Chernis for a Teacher Center to the Western Hamptons class, as submitted, to be and hereby is adopted.

Vote: Yes 6 No 0

DONATION

On motion of Ms. Neumaier, second by Ms. Wright, the donation of 15 gold vests in the amount of \$646.35 to be used by the golf team, to be and is hereby adopted.

Vote: Yes 6 No 0

HARRY SCHULTZ

On motion of Ms. Arrasate, second by Mr. Bennett, the resignation of Harry Schultz from his position of High School Custodial Worker I, for the purpose of retirement, with his last day of employment to be August 30, 2024 and his retirement to be effective August 31, 2024, to be and is hereby accepted.

Vote: Yes 6 No 0

ALEXANDER HAMILTON

On motion of Ms. Neumaier, second by Ms. Wright, the resignation of Alexander Hamilton from his position as an ES Custodial Worker I, effective August 2, 2024, is hereby approved.

Vote: Yes 6 No 0

MARLINA KOSASIH

On motion of Ms. Wright, second by Ms. Arrasate, the resignation of Marlina Kosasih from her position as a HS Cook, effective July 18, 2024, is hereby approved.

Vote: Yes 6 No 0

ALEXANDRA CHIERICHELLA

On motion of Ms. Wright, second by Ms. Neumaier, the resignation of Alexandra Chierichella as the JV Girls Volleyball Coach, effective immediately, is hereby approved.

Vote: Yes 6 No 0

SHAUN JOHNSON

On motion of Ms. Wright, second by Mr. Fay, the resignation of Shaun Johnson as a Middle School Soccer Coach for the 2024-25 fall sport season, is hereby approved.

Vote: Yes 6 No 0

CHRISTINE DAVIS

On motion of Ms. Arrasate, second by Ms. Neumaier, the resignation of Christine Davis from her position as a Middle School Teacher Aide, effective June 30, 2024, is hereby approved.

Vote: Yes 6 No 0

NICOLETTE GALANTE

On motion of Ms. Wright, second by Ms. Arrasate, the resignation of Nicolette Galante from her position as a High School Foreign Language teacher, effective immediately, is hereby approved.

Vote: Yes 6 No 0

MERCEDES ZAMBRANO

On motion of Ms. Neumaier, second by Ms. Arrasate, the resignation of Mercedes Zambrano from her position as a High School Food Service Worker, to accept the position of Assistant Cook at the High School beginning August 29, 2024, is hereby approved.

Vote: Yes 6 No 0

GABRIELA ARGOTE ALBRECHT

On motion of Ms. Neumaier, second by Mr. Fay, the resignation of Gabriela Argote Albrecht from her position as a Middle School Assistant Cook to accept the position of Cook at the Middle School beginning August 29, 2024, is hereby approved.

Vote: Yes 6 No 0

LAURA MARA

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to appoint Laura Mara as a High School Music Teacher effective September 1, 2024 through August 31, 2027, at Step 5F, MA+20, \$76,506, pending proof of tenure and receipt of official transcripts, as submitted, to be and is hereby approved.

Vote: Yes 6 No 0

CHRISTIE BONEILLO

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to appoint Christie Boneillo as a Special Education Teacher assigned to the High School, effective September 1, 2024 with a four-year probationary period through August 31, 2028, at Step 1D, MA, \$61,409, pending receipt of official transcripts, to be and is hereby approved.

Vote: Yes 6 No 0

MARISSA DIVERIS

On motion of Ms. Neumaier, second by Ms. Arrasate, the recommendation to appoint Marissa Diveris as a 0.8 FTE Social Studies Teacher assigned to the High School and Middle School, at Step 2B, BA+15, \$57,392 (prorated) and as a High School 0.2 FTE Permanent Substitute Teacher, at \$160 per day (prorated), effective August 29, 2024 through June 30, 2025, to be and is hereby approved.

Vote: Yes 6 No 0

JARED ZENIE

On motion of Ms. Wright, second by Mr. Fay, the recommendation to appoint Jared Zenie as a 0.6 FTE Physical Education Teacher assigned to the High School, at Step 1A, BA, \$52,525 (prorated) and as a 0.4 FTE Permanent Substitute, at \$160 per day (prorated), pending receipt of official transcripts, effective August 29, 2024 through June 30, 2025, to be and is hereby approved.

Vote: Yes 6 No 0

YOLANDA HOLLANDER

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to appoint Yolanda Hollander for the following positions, as submitted, to be and is hereby approved:

- Effective August 29, 2024 through June 30, 2025:
  - 0.4 FTE Reading/RTI Teacher Step 4D, MA, \$70,010 (prorated)
- Effective August 29 - September 27, 2024 and June 9-30, 2025:
  - Permanent Substitute 4.25 hours \$160 per day (prorated)
- Effective September 30, 2024 through June 6, 2025:
  - Title Teacher 4.25 hours \$35 per hour

Vote: Yes 6 No 0

NICOLE SHEA

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to appoint Nicole Shea as a Teaching Assistant assigned to the High School, effective September 1, 2024, with a four-year probationary period through August 31, 2028, at \$25,000/year, pending receipt of official transcripts, to be and is hereby approved.

Vote: Yes 6 No 0

DANIELLE MUSUMECI

On motion of Ms. Arrasate, second by Ms. Wright, the recommendation to appoint Danielle Musumeci as a RTI-Title I Teacher assigned to the Elementary School, effective September 30, 2024 through June 6, 2025, 6.5 hours per day, \$3/hour, to be and is hereby approved.

Vote: Yes 6 No 0

## HS ADDITIONAL SECTIONS

On motion of Ms. Arrasate, second by Mr. Fay, the recommendation to appoint the following teachers to additional class sections for the 2024-2025 school year, as submitted, to be and is hereby approved.

Joshua Seifert	0.2 FTE HS Band
Amy Demchak-Connell	0.2 FTE Business
Ben Grodski	0.2 FTE AP Chemistry
Frank Diehl	0.1 FTE AP Biology Academic Study
Maria Pepey	0.1 FTE AP Biology Academic Study

Vote: Yes 6 No 0

## MS ADDITIONAL SECTIONS

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to appoint the following teachers to additional class sections for the 2024-2025 school year, as submitted, to be and is hereby approved.

Cynthia Hart	0.2 FTE Grade 6 Writing Support
Michelle Duffy	0.2 FTE STEM Workshop

Vote: Yes 6 No 0

## MS TEAM LEADERS

On motion of Ms. Wright, second by Ms. Neumaier, the recommendation to appoint the following teachers to additional class sections for the 2024-2025 school year, as submitted, to be and is hereby approved.

Team Storm	Grade 6	Michelle Duffy
Team Riptide	Grade 7	Michelle Bennett
Team Ibis	Grade 7	Asa Grunenwald
Team Jetty	Grade 8	Rob Coleman
Team Surge	Grade 8	Tania Dutton

Vote: Yes 5 No 0 Abstain 1 (Mr. Bennet)

## CHEMICAL HYGIENE OFFICER

On motion of Mr. Wright, second by Mr. Fay, the recommendation that Benjamin Grodski be appointed as the Chemical Hygiene Officer for the 2024-2025 school year, at a rate of pay to be \$50.22/hour, to be and is hereby approved.

Vote: Yes 6 No 0

## SERVICES FOR STUDENTS WITH DISABILITIES (SSD) COORDINATOR

On motion of Ms. Arrasate, second by Mr. Fay, the recommendation to appoint Carrie Bender as SSD (Students with Disabilities) Coordinator, effective July 1, 2024 through June 30, 2025, at a rate of \$50.22/hour, to be and is hereby approved.

Vote: Yes 6 No 0



LAURA HANSEN

On motion of Ms. Wright, second by Ms. Neumaier, the recommendation that Laura Hansen's appointment as a provisional Senior Office Assistant be modified to a permanent appointment status as per the newly established Civil Service list, effective August 20, 2024, with no change in salary associated with her status modification, to be and hereby is approved.

Vote: Yes 6 No 0

CAROLINE HILTVEIT

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to that Caroline Hiltveit's appointment as a provisional Senior Office Assistant be modified to a permanent appointment status as per the newly established Civil Service list, effective August 20, 2024, with no change in salary associated with her status modification, to be and hereby is approved.

Vote: Yes 6 No 0

GABRIELA ARGOTE ALBRECHT

On motion of Ms. Wright, second by Ms. Neumaier, the recommendation to appoint Gabriela Argote Albrecht as Cook assigned to the Middle School, effective August 29, 2024 at \$28.50 per hour, to be and hereby is approved.

Vote: Yes 6 No 0

MERCEDES ZAMBRANO

On motion of Ms. Neumaier, second by Ms. Wright, the recommendation to appoint Mercedes Zambrano as Assistant Cook assigned to the High School, effective August 29, 2024 at \$22.25 per hour, to be and hereby is approved.

Vote: Yes 6 No 0

COACHING

On motion of Ms. Arrasate, second by Mr. Fay, the coaching recommendations for the 2024-2025 fall sport season as listed below, to be and are hereby approved.

Jared Zenie	JV Girls Soccer	Step 1	\$5,500.76
Mary Milano	Varsity Assistant Girls Volleyball	Step 1	\$5,943.40
Shea Bennett	JV Girls Volleyball	Step 1	\$5,5156.95

Vote: Yes 6 No 0

VOLUNTEER COACHES

On motion of Ms. Wright, second by Mr. Fay, the volunteer coaching recommendations for the 2024-2025 fall sport season as listed below, to be and are hereby approved.

Nicholas Lynch	Football
Riley Smith	Varsity Assistant Girls Tennis
Declan Kerns	Varsity Assistant Boys Volleyball

Vote: Yes 6 No 0

MS PERMANENT SUBSTITUTE TEACHERS

On motion of Ms. Wright, second by Ms. Neumaier, the recommendation to appoint the following as Permanent Substitute Teachers assigned to the Middle School, effective September 30, 2024 through June 6, 2025 at \$160 per day, to be and is hereby approved. Robert Pinney and Emily Ingraffia will work as uncertified per diem substitutes at \$125 per day pending receipt of their certifications.

Emily Behr  
Emily Ingraffia  
Robert Pinney

Vote: Yes 6 No 0

ES PERMANENT SUBSTITUTE TEACHERS

On motion of Ms. Wright, second by Ms. Arrasate, the recommendation to appoint the following as Permanent Substitute Teachers assigned to the Elementary School effective September 30, 2024 through June 6, 2025 at \$160 per day, to be and is hereby approved.

Deborah LoGelfo  
Mary Milano  
Gabriella Thomasch

Vote: Yes 6 No 0

SUBSTITUTES

On motion of Ms. Wright, second by Mr. Bennett, the recommendation to appoint the following substitutes and proctors, as submitted, to be and are hereby approved.

**Substitute Clerical, Nurses, Aides, Guards, Custodial, and Monitors:**

Kim Kametler                      Substitute Teacher Aide  
Harry Schultz                      Substitute Custodial Worker I

**Substitute Teacher:**

Regina Vander Schaaf - Certified Per Diem

**Proctor:**

Zachary Arrasate

Vote: Yes 5 No 0 Abstain (1) Ms. Arrasate

TRACY FERGUSON

On motion of Ms. Arrasate, second by Mr. Fay, the recommendation to appoint Tracy Ferguson as a Teacher Aide assigned to the Elementary School, effective August 29, 2024, with a salary of \$21,500, to be and is hereby approved.

Vote: Yes 6 No 0

LISA DANISI

On motion of Ms. Arrasate, second by Ms. Wright, the recommendation to appoint Lisa Danisi as a Teacher Aide assigned to the Middle School, effective August 29, 2024, with a salary of \$21,500, to be and is hereby approved.

Vote: Yes 6 No 0

DRIVER EDUCATION TEACHER / MICHAEL DAVIES

On motion of Ms. Wright, second by Mr. Fay, the recommendation to appoint Michael Davies as the HS Driver Education Teacher for the 2024-2025 school year at \$150 per hour, as submitted, to be and is hereby approved.

Vote: Yes 6 No 0

PUBLIC PARTICIPATION

Two comments were raised with concerns with the basefield fields. It was stated that the fields are not safe due to bumps and uneven surfaces. There is a concern that the players will be hurt and it was suggested that the fields be leveled off and renovated to make them safe to play on.

REPORTS

Personnel postings were noted.

OLD BUSINESS

There was no Old Business on the Agenda.

NEW BUSINESS

Board Policy 5300 (Code of Conduct)

The first reading of the above policy was held.

On motion of Ms. Neumaier, second by Ms. Arrasate, the resolution to waive the second and third readings and adopt the above policy, as submitted, to be and hereby is adopted.

Vote: Yes 6 No 0

Dr. Probst spoke briefly about the district's cell phone policy.

EXECUTIVE SESSION

On motion of Ms. Arrasate, second by Ms. Wright, the Board of Education convened into Executive Session at 7:32 p.m. to discuss negotiations an ongoing litigation.

Vote: Yes 6 No 0

On motion of Ms. Arrasate, second by Ms. Neumaier, the Board of Education to reconvene from Executive Session at 11:20 p.m., to be and hereby is approved.

Vote: Yes 6 No 0

ADJOURNMENT

On motion of Ms. Arrasate, second by Ms. Neumaier, all business being completed, Ms. Lanni-Hewitt declared the meeting adjourned.

Vote: Yes 6 No 0

  
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Lisa Rheume, District Clerk