

There are two opportunities for public comments during this meeting. The first opportunity will be to address the current agenda items only; the second opportunity will be for general comments.

AMAGANSETT SCHOOL
Amagansett, New York
Regular Board of Education Meeting
Tuesday, June 14, 2016
School Gymnasium
7:30 AM

AGENDA

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Congratulations to...Sixth grade students and their families:**

American Legion

Declan Bistran, Americanism
Citizenship, Jonah Ball

American Legion Auxiliary

Zanzy Rice-Reeves, Americanism
Tabitha Bennett, Citizenship

Veterans of Foreign Wars

Zola Crandall, Outstanding Student Leadership
Joey Suter, Scholarship

Lloyd N. Peak Award

Evan Masi

Sixth grade awards will be presented at this time.

Students and their parents and presenting dignitaries are invited to leave after the presentation of the awards. Thank you for your support.

Thank you to...Victoria Handy and Phelan Wolf for their nine and five years, respectively, of dedicated service to the Amagansett School community while serving on the school board.

Welcome to...Kristen Peterson and Hank Muchnic as they begin their first year as Amagansett School Board members on July 1, 2016

Thank you to... outgoing PTA Executive board members Sabrina Bistran and Charlotte Sasso for their untiring devotion to the Amagansett School Community in general, and Amagansett PTA in particular through the years. Their legacies of commitment, dedication and sense of community will live on for many years.

Congratulations to... newly elected and/or re-elected Amagansett PTA Executive Board Members and SDM Members:

CO-Presidents, Wendi Dellapolla and Randi Ball
CO-Vice-Presidents, Caroline Cashin and Liz Masi
Corresponding Secretary, Janice Hummel
Recording Secretary, Anna Skrenta
Treasurer, Anna Bernasek
Amagansett SDM, Jen Brew
East Hampton Middle School SDM, Charlotte Sasso

East Hampton High School Site-Based, Holly Li

Accolades to...Kathy Solomon and Grade 3 students on the their “Heroes in History Time Machine” presentation; **Accolades to...**Rosalie Luber and all students that participated in the Shakespeare performance; **Congratulations to...**Officer Kim Notel, Kelly White and Grade 5 students for successfully completing the D.A.R.E. Program; **Accolades to...**Kathy Solomon and Grade 3 students for their successful “Second Story Bookshop”; **Accolades to...**Nancy Parsons and Grade 2 students for their outstanding Animal park presentation; **Accolades to...**Jackie McGovern, Janine Balnis and the entire Student Council for the entertaining “Wake Up Amagansett” programs throughout the school year that showcased students’ stories, skits, poetry, music and other talents; **Accolades to...**Cindy Kamp, Shawn Ward and all students that participated in vocal and/or musical events throughout the year that were enjoyed by all; **Congratulations to...**all faculty and students that participated in the Annual Bonac 5K; **Thank you...**to the EHMS for the welcoming “Grade 6 Buddy Day at EHMS”; **Accolades to...**all faculty/staff and students for a flawless “Go Home Early Drill”; East Hampton Middle School High Honor Roll and Honor Roll recipients:

EHMS (Grades 7 & 8)

Richard Brew
Olivia Davis
Megan Fowkes
Anna Hugo
Maria Littman
Devon Merritt
Lily Mongan
Maya Poblete
Tiana Treadwell

Accolades to...East Hampton High School Scholarships and Awards recipients:

EHHS (Grades 9-12)

Casten Mata
Marissa Brophy
Mia Karlin-Cappella
Julian MacGurn
Bryce Slater
Henry Uihlein
Emily Hugo
Jhanina Urgiles
Racquel Burns
Maya Schultz
Kurt Matthews
Elizabeth Bistran
Kathleen McGovern
Samantha Merritt
Ravi MacGurn
Lina Bistran
Jack Murphy
Abby Nanci-Ross
Finn Li
James Makrianes III

Accolades to...NYSSMA 2016 Participants:

Grade Six:

Tabitha Bennett (Vocal)
Harrison Muchnic (Violin)

Grade Five:

Melody Barrett (Vocal) (Flute)

Claire McGovern (Vocal) (Clarinet)
 Aviv Modek (Vocal)
 Curran O'Donnell (Violin)
 Lily Somers (Vocal)
 Lyla Sowder-Yuson (Piano)
 Olivia Suter (Vocal)

Grade Four:

Dylan Cashin (Vocal)
 Liam Fowkes (Tenor Sax)
 Inez Crandall (Vocal)
 Chloe Resnick (Vocal) (Piano)
 Connor Rodgers (Alto Sax)

Grade Three:

Sienna Hummel (Vocal)
 Maya Molin (Vocal)
 Natalie Mongan (Vocal) (Piano)
 Nataly Ordonez (Vocal)
 Stella Peterson (Vocal) (Piano)
 Elisabeth Skrenta (Vocal)

4. Community Comments (Specific to the current agenda items only)

5. Consent Agenda

- Minutes (May 24, 2016)
- Treasurer reports (March & April 2016)
- Warrants (April 5, 6, 18, 26, 2016 & May 18, 2016)
- IEP's (Student's #102030155, 102030117, 102030173 & 102030033)

6. Superintendent's Comments

7. Committee Reports

8. Old Business

9. New Business

Resolution #85 – Recommended: BE IT RESOLVED, that upon the recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby appoints the following persons to teach/assist/substitute part-time in the Amagansett Summer Enrichment Program, for the period July 5 – July 29, 2016, (Monday-Friday, 3 hours per day) and/or for the period August 5-12, 2016 (Monday-Friday, 2 hours per day) for mandated 12 month services:

| Employee | Position | Rate |
|------------------|--------------------|-------------|
| Moira Hussey | Coordinator | \$77.64/hr. |
| Brittany Cabrera | Teacher, (4 Weeks) | \$54.00/hr. |
| Donna Daniels | Teacher, (4 Weeks) | \$54.00/hr. |
| Elizabeth Paris | Teacher, (4 Weeks) | \$54.00/hr. |
| Shawn Mitchell | Teacher, (4 Weeks) | \$54.00/hr. |
| Kristen Graham | Teacher, (6 Weeks) | \$54.00/hr. |
| Marion Greene | Teacher, (6Weeks) | \$54.00/hr. |
| Kristen Powell | Teacher, (4 Weeks) | \$54.00/hr. |

| | | |
|-------------------|-------------------------|-------------|
| Jacqueline Kucera | Substitute Teacher | \$54.00/hr. |
| Marith McMahon | Substitute Teacher | \$54.00/hr. |
| Jennifer Brussell | Substitute Teacher | \$54.00/hr. |
| Mary Jo Bennett | School Nurse, (6 Weeks) | \$54.00/hr. |
| Teresa Pacor | Substitute School Nurse | \$54.00/hr. |
| Kristen Brady | Substitute School Nurse | \$54.00/hr. |
| Maria DiScipio | Substitute School Nurse | \$54.00/hr. |

Resolution #86 – Recommended: BE IT RESOLVED that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby grants tenure to Austin Keyes in the tenure area of Special Education after completing a three year probationary period from September 1, 2013 through August 31, 2016. This tenure will become effective as of September 1, 2016. Ms. Keyes holds New York State certification in the areas of:

Early Childhood Education (Birth-Grade 2), Professional
Childhood Education (Grades 1-6), Professional
Students with Disabilities (Birth-Grade 2), Professional
Students with Disabilities (Grades 1-6), Professional
Literacy (Birth-Grade 6), Professional

Resolution #87 – Recommended: BE IT RESOLVED that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby grants tenure to Maureen Cooper in the tenure area of Teaching Assistant after completing a two year probationary period from August 28, 2014 through August 27, 2016. This tenure will become effective as of August 28, 2016. Mrs. Cooper holds New York State certification in the areas of:

Early Childhood Education (Birth-Grade 2), Initial ((expiration date August 31, 2017))

Resolution #88 – Recommended: BE IT RESOLVED that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby grants tenure to Kelly Hren in the tenure area of Teaching Assistant after completing a three year probationary period from October 23, 2013 through October 22, 2016. This tenure will become effective as of October 23, 2016. Mrs. Hren holds New York State certification in the areas of:

Early Childhood Education (Birth-Grade 2), Professional
Childhood Education (Grades 1-6), Professional

Resolution #89 – Recommended: BE IT RESOLVED, that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby reappoints Jennifer Brussell to a part-time position of Reading Teacher (.9FTE) for the period August 31, 2016 through on or before June 30, 2017.

BE IT FURTHER RESOLVED that Mrs. Brussell will be paid .9 FTE of Column F, Step 5 (Masters + 30) of the current teachers' contract.

Resolution #90 – Recommended: BE IT RESOLVED, that upon recommendation of Superintendent Eleanor Tritt the Amagansett School Board hereby reappoints Kristen Graham (nee: Graboski) to a part-time Special Education position (.9FTE) for the period August 31, 2016 through on or before June 30, 2017, and

BE IT FURTHER RESOLVED that Mrs. Graham will be paid .9 FTE of Column G, Step 3 (Masters + 45) of the current teachers' contract.

Resolution #91 – Recommended: BE IT RESOLVED, that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby reappoints Cindy Kamp (nee: Galvin) to the part-time position of Music Teacher (.9FTE) for the period August 31, 2016 through on or before June 30, 2017, and

BE IT FURTHER RESOLVED that Mrs. Kamp will be paid .9FTE of Column H, Step 10 (Masters+60) of the current teachers' contract.

Resolution #92 – Recommended: BE IT RESOLVED, that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby reappoints Suzanne Heffernan, to the part-time position of Speech Teacher (.6FTE) for the period August 31, 2016 through on or before June 30, 2017, and BE IT FURTHER RESOLVED, that Mrs. Heffernan will be paid .6FTE of Column H, Step 19 (Masters+60) of the current teachers’ contract.

Resolution #93 – Recommended: BE IT RESOLVED, that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby reappoints Jacqueline Kucera, to the part-time position of Spanish Teacher (.6 FTE) for the period August 31, 2016 through on or before June 30, 2017. BE IT FURTHER RESOLVED, that Ms. Kucera will be paid .6 of Column A (Bachelors), Step 2 of the current teacher’s contract.

Resolution #94 – Recommended: BE IT RESOLVED that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby reappoints the following employees for the 2016/2017 school year:

| | | |
|--------------------|--------------------------|---|
| Mary Jo Bennett | School Nurse | (\$69,127) 10 month employee |
| Cheryl E. Bloecker | Secretarial Assistant | (\$99,849) 12 month employee |
| | District Clerk | |
| | Census Enumerator | |
| Sharon Buckler | Part-Time Bus Driver | (\$26.00/hr.) 10 month employee |
| Cassie Butts | Switchboard Operator | (\$53,599) 10 month employee, plus summer program |
| | | |
| Roxanne Ecker | Treasurer | (\$82,244) 12 month employee (P/T 75%) |
| Kerry Griffiths | Custodial Worker III | (\$99,849) 12 month employee |
| | Bus Driver | |
| Gary Grille | Custodial Worker I | (\$71,173) 12 month employee |
| | Bus Driver | |
| Jennifer Miller | Network & Systems Admin | (\$118,480) 12 month employee |
| Sandra Nuzzi | Principal Clerk | (\$77,176) 12 month employee |
| | Assistant District Clerk | |
| Christina Quarty | School Secretary | (\$76,625) 12 month employee |
| Russell Schaefer | Full-time Bus Driver | (\$26.00/hr.) 10 month employee |
| William Sullivan | Part-Time Bus Driver | (\$26.00/hr.) 10 month employee |
| Andrew Vogeney | Full-Time Bus Driver | (\$26.00/hr.) 10 month employee |

Resolution #95 – Recommended: BE IT RESOLVED, that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby approves Meghan Payne’s request for a child-care leave from her position of full-time Special Teacher to commence on or about June 14, 2016 and terminate on or about September 27, 2016. Mrs. Payne will be using accumulated sick time, as well as unpaid days. This leave will be listed under FMLA.

Resolution #96 – Recommended: BE IT RESOLVED, that the Amagansett Union Free School District Board of Education herewith approves and adopts the District’s Annual Professional Performance Review plan for classroom teachers and principals in compliance with Education Law Section 3012-d and 8 N.Y.C.R.R. 30-3, commencing with the 2016-2017 school year; and BE IT FURTHER RESOLVED, that the Board authorizes the Superintendent or his/her designee to submit the plan via the online portal to the Commissioner of Education for review; and BE IT FURTHER RESOLVED, that the Board authorizes the Superintendent and Board of Education President to execute the Joint Certification Form, as required for submission of the plan to the Commissioner of Education.

Resolution #97 – Recommended: **WHEREAS**, the Amagansett School Board has established an audit committee, as required by Education Law (Section 2116-c), to act in an advisory capacity to assist the Board with overseeing the District’s external audit function, **BE IT RESOLVED**, that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby adopts the following as the Amagansett Union Free School District Audit Committee Charter, effective immediately:

Mission

The Board of Education has established the audit committee to provide assistance to the Board in the oversight of the following matters:

- Assist the Board in providing oversight of the external audit functions.
- Review the scope, plan and coordination of the external audit.
- Review corrective action plans and necessary improvement based on audit findings and recommendations received from external auditors.
- Provide a means of communication between the external auditors and the Board. However, the external auditors report directly to the Board.

Membership

The Audit Committee is composed of five (5) members, including two (2) Board members and three (3) outside individuals. The Board will appoint the members by a majority vote at its annual organizational meeting. Members may be reimbursed for their actual and necessary expenses related to attending committee meetings.

Members of the Audit Committee are school district officers. Each member must take the District's oath of office. In addition, committee members may not reveal any confidential information obtained during the exercise of their duties.

The Audit Committee must collectively possess the interest and ability to understand financial reporting issues and/or have business, finance or accounting experience. Employees of the District are prohibited from serving on the Audit Committee.

Duties

- Meet with the external auditor before the audit;
- Review and discuss with the external auditor any risk assessment of the District's fiscal operations developed as part of the auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards if applicable;
- Receive and review the draft annual audit report and draft management letter and, working directly with the external auditor, assist the Board in interpreting these documents;
- Review corrective action plans that Education Law, Section 2116-c requires school districts to develop and assist the Board in the implementation of this plan;
- Report to the Board on its activities on an as-needed basis.
- Hold scheduled meetings sufficient to fulfill all committee duties;
- Administer other related duties as prescribed by the Board of Education
- Review the Audit Committee Charter and present recommended modifications, if any, in writing to the Board.

Meetings

The Audit Committee will meet at least two (2) times each year. All Audit Committee decisions must be made by a majority vote at a meeting where a quorum is present. Audit Committee meetings may not be conducted unless a quorum of (3) three members, including one (1) outside member, is present.

As a public body, the Audit Committee is subject to the requirements of the Open Meetings Law. Education Law, Section 2116-c, provides that the Audit Committee may conduct an executive session to:

- Meet with the external auditor prior to the commencement of the audit;
- Review and discuss with the external auditor any risk assessment of the district's fiscal operation; and
- Receive and review the draft annual audit report and accompanying draft management letter and, working directly with the external auditor, assist the Board in interpreting these documents.

If authorized by Board resolution, any Board member who does not serve on the Audit Committee may attend an executive session of the committee. The provisions of this Charter supersede any prior terms.

Resolution #98 – Recommended: BE IT RESOLVED, that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby authorizes a transfer of excess fund balance, if any, from

the 2015/2016 school year to the following previously established reserve funds pursuant to General Municipal and Education Law:

- 2015 Renovations and Upgrades Capital Reserve Fund in an amount not to exceed \$300,000
- Retirement Contribution Reserve Fund in an amount not to exceed \$80,000

Resolution #99 – Recommended: BE IT RESOLVED, that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby awards the following bids to the sole bidder, Quogue Sinclair Fuel, Inc., for the period July 1, 2016 through on or before June 30, 2017:

#2 Fuel: Fixed surcharge is plus \$.12 per gallon added to the variable price per gallon as published in the New York Journal of Commerce of New York Barge Reseller on the day of delivery

On Highway Diesel: Fixed surcharge is plus \$.18 per gallon added to the variable price per gallon as published in the New York Journal of Commerce of New York Tank Car Reseller on the day of delivery

Resolution #100 – Recommended: BE IT RESOLVED that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby authorizes the District Clerk to an agreement with Class Act Maintenance for the 2016/2017 school year.

| | |
|--|-------------------|
| Monthly cost (September 1, 2016 – June 30, 2017) | \$4,282.94/month |
| TOTAL Annual Cost for the period September 1, 2016 – June 30, 2017 (10 months) | \$42,282.94/annum |
| Hourly rate | \$17.75/hour |

Resolution #101 – Recommended: BE IT RESOLVED, that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby awards the printing services contract to Montauk Printing for the period July 1, 2016 and terminating on or before June 30, 2017.

Offset Printing Pricing

| | | |
|------|---|--------------|
| 250 | Full color calendars | \$1550.00 |
| 2600 | Budget newsletters (6 pages), collated, folded and re-folded (1 time/yr.) | \$695.00/per |
| 2600 | Newsletters (8 pages, collated, folded and re-folded (2 times/yr.) | \$745.00/per |
| 2600 | Newsletters (10 pages, collated, folded and re-folded, (2 times/yr.) | \$925.00/per |
| 25 | Vehicle Inspection Books (bound w/oak tag) | \$245.00 |
| 200 | Postcards, two-sided | \$65.00 |
| 250 | Bus Conduct Reports | \$115.00 |
| 2000 | Size #10 envelopes, no window, imprinted, peel & seal | \$200.00 |
| 2500 | Size #10 envelopes, no window, imprinted, peek & seal, with postage and boxholder imprinted | \$245.00 |

Resolution #102 – Recommended: BE IT RESOLVED that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby authorizes the Superintendent or District Clerk to execute the attached service agreement with Lori Longo Flynn for occupational therapy services on an as-needed basis for the 2016/2017 school year.

Resolution #103 – Recommended: BE IT RESOLVED that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby accepts Maria Dorr's resignation from the probationary position of Director of Pupil Personnel Services effective July 1, 2016, and

BE IT FURTHER RESOLVED that upon recommendation of Superintendent Eleanor Tritt, the Amagansett School Board hereby appoints Maria Dorr to a four year (4) probationary period in the tenure area of Principal retroactive to August 12, 2015 through August 11, 2019 in accordance with Education Law Section 3012. Mrs. Dorr holds valid New York State Certifications in the areas of:

School District Administrator, Permanent
School Business Administrator, Permanent
Pre-Kindergarten, Kindergarten and Grades 1-6, Permanent
Reading Teacher, Permanent

BE IT FURTHER RESOLVED that set forth in 8 NYCRR 30.1.3, the employee must receive three (3) annual APPR composite ratings of Effective or Highly Effective in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of her probationary appointment to be granted or considered for tenure.

BE IT FURTHER RESOLVED that the President of the Board or his/her designee is authorized to execute the attached formal agreement which incorporates the terms of employment.

10. Community Comments

11. Executive session

- Legal item
- Personnel item

12. Return to public session

13. Adjournment