

MINUTES OF ORGANIZATIONAL MEETING HELD ON JULY 7, 2016

Board members present: Patrick R. Bistran, Patrick Bistran III, Hank Muchnic, Kristen Peterson and Dawn Rana-BrOphy

Others present: Superintendent Tritt, Principal Dorr, Clerk Bloecker, Treasurer Ecker, Principal Clerk Nuzzi and Christopher Walsh

District Clerk Bloecker called the meeting to order at 6:30 PM.

**MEETING CALLED
TO ORDER**

Pledge of Allegiance

PLEDGE OF ALLEGIANCE

Clerk Bloecker administered Oath to Newly Elected Board Members

OATHS ADMINISTERED

Upon motion of Patrick Bistran III, seconded by Kristen Peterson and carried 5-0, Patrick R. Bistran was elected as Board President for the period July 1, 2016 through on or before June 30, 2017.

**BOARD PRESIDENT
AND BOARD VICE-
PRESIDENT
ELECTED**

Upon motion of Dawn Rana-Brophy, seconded by Patrick Bistran III and carried 5-0, Patrick Bistran III was elected as Board Vice-President for the period July 1, 2016 through on or before June 30, 2017.

**OATHS
ADMINISTERED**

Clerk Bloecker administered Oath of Office to the President and Vice-President.

**OATHS
ADMINISTERED**

Upon motion of Patrick Bistran II, seconded by Dawn Rana-Brophy and carried 5-0 the following officers were appointed for the period July 1, 2016 through on or before June 30, 2017.

**APPOINTMENT OF
OFFICERS**

Appointment of Officers:

- a. District Treasurer - Roxanne Ecker
- b. Clerk of the Board – Cheryl E. Bloecker
- c. Assistant Clerk of the Board – Sandra Nuzzi

Oaths were administered.

**OATHS
ADMINISTERED**

Upon motion of Patrick Bistran III, seconded by Dawn Rana-Brophy and carried 5-0 the following appointments were approved for the 2016/2017 school year:

**APPOINTMENTS
APPROVED**

Other Appointments:

- a. School Physician and School Physicals (Meeting House Lane Medical Practice of Wainscott)
- b. School Attorney – Ingerman Smith, LLP
- c. Bond Counsel – Hawkins, Delafield & Wood, LLP
- d. Special Counsel for Omni 403b Compliance – Meister Seelig & Fein, LLP
- e. Special Counsel – Harris Beach, PLLC
- f. Insurance Consultant – Cook Maran, Inc
- g. Independent Auditor – EFPR, LLC
- h. Accountant – Cullen and Danowski, LLP
- i. Claims Auditor – Cerini & Associates, Inc.
- j. Architect/Engineer/Surveyor – Burton, Behrendt, Smith, LLP
- k. Records Access/Management Officer – Cheryl E. Bloecker
- l. Attendance/Residency Verification Officer's – Kenneth Brown and Greg Brown
- m. Title IX – Maria Dorr
- n. Section 504 Compliance – Kaitlin Hamilton and Mary Jo Bennett
- o. American Disabilities Act (ADA) Compliance – Maria Dorr and Kaitlin Hamilton

- p. Dignity for All Students Act (DASA) C0-Coordinators – Maria Dorr and Kaitlin Hamilton
- q. Liaison for Homeless Children and Youth – Maria Dorr
- r. Sexual Harassment Complaints – Maria Dorr and Mary Jo Bennett
- s. CSE/CPSE Co-Chairperson’s Maria Dorr and Kaitlin Hamilton; Kaitlin Hamilton, School Psychologist; School Physician Meeting House Lane Medical of Wainscott; Mary Jo Bennett, School Nurse; and Kerri Webb, CSE/CPSE Parent Representative (if needed).
- t. Surrogate Parent – Keith and Marian McMahon
- u. SAVE & Safety Committee – Eleanor Tritt, Maria Dorr, Dawn Brophy, Lieutenant John Claffin, Kerry Griffiths, Mike Rodgers, Ashley Blackburn, Kelly White, Cheryl E. Bloecker, Tina Quarty, Sandy Nuzzi, Jen Miller, Mary Jo Bennett, Rev. Steve Howarth, Htun Han, Stacey Bistran and Bruce Bates
- v. AIDS Advisory Committee – Maria Dorr, Mary Jo Bennett, School Physician (Meeting House Lane Medical) and Mike Rodgers
- w. Impartial Hearing Officers – Refer to Updated List of Impartial Hearing Officers for Suffolk County
- x. AHERA Local Educational Agency Designee - Kerry Griffiths
- y. Buildings and Grounds Committee – Eleanor Tritt, Patrick R. Bistran and Kerry Griffiths
- z. Investment Policy Committee – Eleanor Tritt, Board President, Hank Muchnic and Roxanne Ecker
- aa. Purchasing Agent – Eleanor Tritt or her designee
- bb. Public Relations – Eleanor Tritt and Board President
- cc. Technology Committee – Eleanor Tritt, Maria Dorr, Jen Miller, Kelly Hren, Mike Rodgers, Ashley Blackburn, Austin Keyes, Sandy Nuzzi, Kristen Graham, Liz Paris and Shawn Mitchell
- dd. Audit Committee – Board Vice-President, Dawn Brophy, John Hossenlopp, Jane Weiller and Anna Bernasek

Upon motion of Patrick Bistran III, seconded by Dawn Rana-Brophy and carried 5-0 the following designations were approved for the 2016/2017 school year:

**DESIGNATIONS
APPROVED**

Designations:

- a. Official Bank Depositories – JP Morgan Chase Bank, Suffolk County National Bank, Bridgehampton National Bank, Capital One Bank, MBIA Class and Bank of America
- b. Summer Monthly Meeting(s) – Organizational Meeting, July 7, 2016 @ 6:30 PM, July monthly meeting, July 7, 2016 @ 6:30 PM, July 26, 2016 @ 7:30 AM (tentative) and August 23, 2016 @ 7:30 AM. Regularly Scheduled Monthly Meeting(s) - September 2016 - June 2017 (2nd Tuesday of the month at 7:30 AM; 4th Tuesday of the month at 6:30 PM, unless otherwise noted on school calendar and/or website).
- c. Educational Official to receive court notification regarding a student’s sentence/adjudication in certain criminal cases and juvenile delinquency proceedings – Eleanor Tritt
- d. Official Newspaper - East Hampton Star

Upon motion of Dawn Rana-Brophy, seconded by Hank Muchnic and carried 5-0, the following authorizations were Approved for the 2016/2017 school year:

**AUTHORIZATIONS
APPROVED**

Authorizations:

- a. Clerk of the Board to sign all contracts & informational forms.
- b. Mileage Reimbursement – \$.54 per mile for the period July 1 – December 31, 2016; January 1 – June 30, 2017 amount to be determined by IRS. All reimbursements requests in excess of 50 miles round trip must have web-based mileage verification (i.e. mapquest, google, yahoo)
- c. Substitute Teacher rate of pay - \$150.00 per day for certified teachers (NYS and outside of NYS), and non-certificated \$125.00 per day. Nurses rate of pay - \$150.00 per day, unless contracted through an agency.
- d. Superintendent of Schools to authorize attendance at conferences, conventions and workshops for which funds have been budgeted with expenses to be paid by the District in accordance with provisions of Chapter 359 of the Laws of 1956.
- e. Delegating to the Superintendent of Schools the responsibility for certification of payrolls.

- f. Authorization of the Superintendent of Schools and Principal to suspend pupils from classes for cause pending further details by the Board of Education.
- g. Authorization of the Treasurer, with the approval of the Superintendent of Schools, to invest available school monies in special time deposit accounts, or certificates of deposits issued by banks and trust companies authorized to do business in New York State.
- h. Authorization for the Treasurer, with the approval of the Superintendent of Schools, to transfer unexpended and unencumbered monies from one account of the General Fund to another, if necessary, when permissible.
- i. Authorization for Superintendent of Schools to appoint individuals to service on a temporary basis subject to consideration by the Board at a future meeting.
- j. Delegating the Superintendent of Schools to act as District Representative for and to sign all applications in conjunction with projects of the Education Consolidation and Improvement Act.
- k. Authorization of Superintendent to direct the Treasurer to issue hand-drawn checks when needed.
- l. TAX ANTICIPATION NOTE RESOLUTION OF AMAGANSETT UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JULY 1, 2016, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$750,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2017

RESOLVED BY THE BOARD OF EDUCATION OF AMAGANSETT UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called "Notes") of Amagansett Union Free School District, in the County of Suffolk, New York (herein called "District"), in the principal amount of not to exceed \$750,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law").

Section 2. The following additional matters are hereby determined and declared:

- (a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2016, and ending June 30, 2017, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.
- (b) The Notes shall mature within the period of one year from the date of their issuance.
- (c) The Notes are not issued in renewal of other notes.
- (d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute arbitrage certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief

fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Upon motion of Patrick Bistran III, seconded by Kristen Peterson and carried 5-0, the following items were readopted for the 2016/2017 school year:

Other Items:

- a. Re-adopt all Board Policies and Regulations
- b. Re-adopt Code of Conduct

**POLICIES AND CODE
OF CONDUCT
READOPTED**

Upon motion of Patrick Bistran III, seconded by Hank Muchnic and carried 5-0 the meeting was adjourned at 6:37 PM.

**MEETING
ADJOURNED**

AFFIRMATION: I, Cheryl E. Bloecker, District Clerk of the Amagansett Union Free School District, do hereby affirm that the minutes of this meeting are true and accurate statements of the proceedings.

Dated: July 7, 2016

Cheryl E. Bloecker, District Clerk

APPROVED, 7/26/2016