

Sagaponack Common School District
Annual Reorganizational Meeting Consent Agenda Minutes
July 12, 2016

I. Call to Order and Pledge of Allegiance: The sitting Board of Trustees President, Brian Villante conducted the opening of the meeting at 6:00p.m.

II. Appointment of District Clerk:

Recommended Action: Upon a motion made by Joseph Louchheim, seconded by Brian Villante the following resolution is offered:

Resolved, that Jeanette Krempler is hereby appointed District Clerk to serve at the pleasure of the Board of Trustees during the period of July 1, 2016 through June 30, 2017 at a stipend rate of \$7,650.00.

Are there any questions or concerns?

Vote on the motion: Yes	2
No	0
Abstain	0

Motion Carried/Defeated

"I, Jeanette Krempler, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of District Clerk." (Sign the book.)

III. Administration of Oath of Office to Newly Elected Board of Trustees Member and Superintendent of Schools:

"I, Alan Van Cott, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of...Board of Education Trustee...Superintendent of Schools." (Signed the book.)

IV. Election of Officers:

A motion was made by Joseph Louchheim to appoint Brian Villante as Board of Trustee President. Brian Villante seconded the motion. Passed 2-0.

"I, Brian Villante, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of President of the Board of Trustees." (Signed the book.)

A motion was made by Brian Villante to appoint Joseph Louchheim as Board of Trustee Vice President . Joseph Louchheim seconded the motion. Passed 2-0.

"I, Joseph Louchheim, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of Vice President of the Board of Trustees." (Signed the book.)

V. Appointment of Officer: The Board of Trustees President announced the following:

Recommended Action: Upon a motion made by Brian Villante, seconded by Joseph Louchheim, the following resolution is offered:

Resolved, that Eileen Tuohy is hereby appointed District Treasurer to serve at the pleasure of the Board of Trustees during the period of July 1, 2016 through June 30, 2017 at a stipend rate of \$23,424.00.

"I, Eileen Tuohy, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of District Treasurer of the Board of Trustees." (Signed the book.)

Are there any questions or concerns?

Vote on the motion:	Yes	2
	No	0
	Abstain	0

Motion Carried/Defeated

VI. Resolution to Use a Consent Agenda:

Recommended Action: Upon a motion made by Joseph Louchheim, seconded by Brian Villante, the following resolution is offered:

Resolved that the Board of Trustees of the Sagaponack Common School District may choose to use a Consent Agenda to conduct its official business as needed throughout the school year.

Are there any questions or concerns?

Vote on the motion:	Yes	2
	No	0
	Abstain	0

VII. Other Appointments:

- A. Deputy District Clerk: "Be it resolved, Superintendent, Alan Van Cott is hereby appointed Deputy District Clerk in the absence of the District Clerk; should Alan Van Cott not be present, then the Board of Trustees President shall serve as Deputy District Clerk."
- B. Deputy District Treasurer: "Be it resolved, Jeanette Krempler is hereby appointed Deputy District Treasurer in the absence of the District Treasurer."

- C. Custodian of Petty Cash: "Be it resolved, Jeanette Krempler is hereby appointed as the Custodian of the Petty Cash Fund for the 2016-2017 school year."
- D. Purchasing Agent: "Be it resolved Jeanette Krempler shall serve as Purchasing Agent for the 2016-2017 school year."
- E. Records Management Officer: "Be it resolved, Jeanette Krempler shall serve as Records Management Officer for the 2016-2017 school year."
- F. Records Access Officer: "Be it resolved, Jeanette Krempler shall serve as Records Access Officer for the 2016-2017 school year."
- G. Title IX Compliance Officer: "Be it resolved, the Superintendent of Schools is hereby appointed Title IX Compliance Officer for the 2016-2017 school year."
- H. Attendance Officer and Census Enumerator: "Be it resolved, Jeanette Krempler is hereby designated School Attendance Officer and Census Enumerator for the 2016-2017 school year."
- I. Emergency Coordinator: "Be it resolved, Alan Van Cott is hereby designated the District-Wide Emergency Coordinator for the 2016-2017 school year."
- J. Homeless Education Liaison: "Be it resolved, Alan Van Cott is hereby designated as Homeless Education Liaison for the 2016-2017 school year."
- K. Health and Safety Committee: " Be it resolved, Alan Van Cott is hereby designated as the Head of the Health and Safety Committee for the 2016-2017 school year."

VIII. Designations:

- A. Official Bank Depository: "Be it resolved, the Bridgehampton National Bank shall be the District's Official Bank Depository for the 2016-2017 school year."
- B. Regular Monthly Meetings: "Be it resolved, the Regular Monthly Meeting of the Sagaponack Board of Trustees shall be held the third Thursday of each month at the Sagaponack School." The meetings will convene at 7:00 p.m. on the following dates:
 - August 22, 2016 (third Monday)
 - September 15, 2016
 - October 20, 2016
 - November 17, 2016
 - December 14, 2016 (third Wednesday)
 - January 19, 2017
 - February 16, 2017
 - March 16, 2017
 - April 20, 2017
 - May 9, 2017 (Public Hearing on Budget)
 - May 16, 2017 (School Budget Vote and Annual Election)
 - June 15, 2017
- C. Insurance Agency: "Be it resolved, the Dayton Ritz & Osborne Insurance Agency is hereby designated at the District's official insurance agency for the 2016-2017 school year."

- D. District Credit Card: "Be it resolved, the District Clerk and District Treasurer are hereby designated as the users of the District credit card in accordance with the Board of Trustee Policy 8334 for the 2016-2017 school year."

IX: Authorizations:

- A. Attendance at Conferences: "Be it resolved, the Superintendent of Schools shall authorize all school personnel requests for attendance at conferences for the 2016-2017 school year."
- B. Petty Cash Funds: "Be it resolved, a petty cash fund in the amount of \$250 is hereby established for the 2016-2017 school year."
- C. Signatures on Checks: "Be it resolved, that the District Treasurer be authorized to sign checks for the 2016-2017 school year, and that the Deputy Treasurer be authorized to sign checks in the absence of the Treasurer."
- D. Certify Payroll: " Be it resolved, the Superintendent of Schools be hereby authorized to certify payroll of the District for the 2016-2017 school year."

X. Other Items:

- A. Mileage Reimbursements: "Be it resolved, the mileage reimbursement for authorized District travel shall be at the current IRS rate." (allowable rate)
- B. Impartial Hearing Officer: "Be it resolved, the Board of Trustees appoints the rotating system of Impartial Hearing Officers by County set by the New York State Education Department for the 2016-2017 school year, with a fee set by the State of New York (presently \$100 per hour) and authorizes the Superintendent of Schools, or in his/her absence or inability the President of the Board of Trustees to appoint each Hearing Officer in order to meet VESID appointing timeline."
- C. Budget Transfers: "Be it resolved, that the Board of Trustees authorizes the Superintendent of Schools to approve budget transfers of up to \$5000 between line item accounts; any line item transfers in excess of \$5000 will be brought to the Board for its approval at its next scheduled regular meeting." (Policy 6150)
- D. Substitute Teacher Rate: "Be it resolved, the Board of Trustees hereby authorizes the substitute teacher rate of \$150.00 per day for the 2016-2017 school year."
- E. Employee Bonding: "Be it resolved, the Board of Trustees hereby renews the bonding of all employees handling District funds for the 2016-2017 school year in accordance with Policy 2210."

XI. Appointment of Committees:

- A. CPSE Committee: "Be it resolved, the following are appointed as members of the Committee on Preschool Special Education:"
- 1) CPSE Chairperson, Dr. Edward Vinski
 - 2) Psychologist, Dr. Edward Vinski
 - 3) Additional Parent Member/Rep- Angela Toscano
 - 4) Regular Education Teacher- meeting specific; can be any regular education teacher from any agency, day care, or special education program that the child attends (e.g. Alternatives For

- Children and The Country School)
- 5) Special Education Teacher- meeting specific; again, any special education teacher as stated in #4.
 - 6) Agency Representative- usually a psychologist (e.g. Dr. Kathy Junior, Ph.D.) who represents the agency providers- may represent a speech and language therapist, OT, PT, etc. from the agency the child receives services from.
- B. CSE Committee: "Be it resolved, the following are appointed as members of the Committee on Special Education:"
- 1) CSE Chairperson, Dr. Edward Vinski
 - 2) School Psychologist, Dr. Edward Vinski
 - 3) Additional Parent Member/Rep- Angela Toscano
 - 4) Regular Education Teacher- meeting specific- TBD
 - 5) Special Education Teacher- meeting specific- Terry Scammell
 - 6) Speech and Language Therapist- Elise Duryea
 - 7) Occupational/Physical Therapist- Molly Piekut (consultant)
- C. Section 504 Committee: "Be it resolved, the following are appointed as members of the Section 504 Committee:"
- 1) Director of Special Education, Dr. Edward Vinski
 - 2) Regular Education Teacher- meeting specific- TBD
 - 3) Special Education Teacher- meeting specific- Terry Scammell
 - 4) Anyone else who has information relevant to the case
- D. Health and Safety Committee: "Be it resolved, the following are appointed as members of the Sagaponack School District Health and Safety Committee: Superintendent, Mr. Alan Van Cott, District Clerk, Jeanette Krempler, School Nurse, TBD, the teachers of Sagaponack School, and Southampton Town Police Officer, Melissa Benjamin."

XII. Consent Agenda:

Upon a motion made by Brian Villante, seconded by Joseph Louchheim, the following resolution is offered:

That the Board of Trustees accepts items VII. through XI. as listed on this agenda.

Vote on the Motion:	Yes	2
	No	0
	Abstained	0

XIII. Resolution to Designate Official Newspapers:- TABLED

Recommended Action: Upon a motion made by Brian Villante, seconded by Joseph Louchheim the following item has been tabled until the next meeting date:

Resolved that the Board of Trustees of the Sagaponack Common School District may choose to designate the Press News Group and East Hampton Star for the 2016-2017 school year.

XIV. Adjournment of the Re-organizational Meeting into a Regular Meeting was followed at 6:14 p.m.

Jeanette Krempler, District Clerk
Sagaponack Common School