

EAST QUOGUE UNION FREE SCHOOL DISTRICT

BOARD of EDUCATION

Patricia Tuzzolo, President
Cynthia McNamara, Vice-President

Dianna Gobler, Member
Christopher Hudson, Member
Jessica Stalters, Member

Robert J. Long, Jr., Acting Superintendent of Schools/Principal

Lenore Rezza, District Clerk

Minutes

DATE October 6, 2016

KIND Regular Meeting

PLACE Cafetorium

CALL TO ORDER Mrs. Tuzzolo
TIME 7:30 pm

MEMBERS PRESENT Dianna Gobler
Cynthia McNamara
Christopher Hudson
Jessica Stalters

MEMBER(S) ABSENT None

OTHERS PRESENT Mr. Robert J. Long, Acting Superintendent of Schools/Principal, Lenore Rezza, District Clerk, Bruce Singer, Business Official and 2 audience members.

STUDENT RECOGNITION
Student Recognition will begin in November.

BOARD REPORTS
1. President's Report
Mrs. Tuzzolo welcomed everyone.

2. Sub-Committee Reports:
There were no sub-committee reports.

ADMINISTRATION REPORT(S)
Mr. Long reviewed various Agenda items. He mentioned the financial audit results will be presented at this meeting.

At this time, Chris Reino from Cullen Danowski LLP presented the Audit Report results to the Board and the community.

REPORTS FROM COMMUNITY ORGANIZATIONS
There were no community organization reports.

SCHOOL REPORTS
1. Attendance report for the month of September, 2016 will be presented in November.
2. District Enrollment Data for September 30, 2016

East Quogue figures:	September 30	September 2
Elementary	403	402
Private/Parochial	13	
Home Instruction	4	
Out of District Special Ed	4	
BOCES	5	
Alternative Ed	0	
Westhampton Beach figures:		

Middle School	127	
High School: full time	255	
half time	23	
Home Tutored	1	
District Total	835	

EAST QUOGUE UPCOMING EVENTS

DATE

10/10/16	Columbus Day	School Closed	
10/11-14/16	Fire Prevention Week		
10/12/16	Yom Kippur	School Closed	
10/13/16	EQ Idol Tryouts	Cafetorium	3:15 – 6:00 pm
10/14/16	Fire Prevention Assembly	Cafetorium	10:00 am
10/18/16	PTA Meeting	Cafetorium	9:15 am
10/31-11-4/16	Book Fair Week		
11/1/16	PTA Meeting	Library	7:00 pm
11/6/16	Daylight Savings Time Begins		
11/8/16	Election Day/Superintendent's Conference Day	School Closed for Children	
11/11/16	Veterans Day	School Closed	
11/14-18/16	National Circus Program Week		
11/15/16	Board of Education Meeting	Cafetorium	7:15 pm

WESTHAMPTON BEACH UPCOMING EVENTS

DATE

10/6/16	MS PTO Meeting	HS Library	7:00 pm
10/7/16	HS/MS 5 Week Marking Period Ends		
10/10/16	Columbus Day	Schools Closed	
10/11/16	Superintendent's Conference Day	Schools Closed for Students	
10/12/16	Yom Kippur	Schools Closed	
10/17/16	Board of Education Meeting	ES Library	7:00 pm
10/18/16	HS PTO Meeting	HS Library	7:00 pm
10/19/16	PSAT Exam		
10/26/16	NHS Induction Ceremony	HS Library	2:30 pm
10/28/16	Senior Skills Breakfast	WH Country Club	
11/2/16	College Financial Aid Workshop for Juniors & Parents	District Auditorium	7:00 pm
11/3/16	MS PTO Meeting	MS Library	7:00 pm
11/4-5/16	HS Fall Play		7:30 pm & 2:00 pm
11/5/16	SAT Exam		
11/7/16	Board of Education Meeting	MS Library	7:00 pm
11/8/16	NHS Blood Drive	HS Gym	7:30 am – 1:30 pm
11/8/16	HS PTO Meeting	HS Library	7:00 pm
11/10/16	HS/MS First Marking Period Ends		
11/11/16	Veterans Day	Schools Closed	

OLD BUSINESS

No Old Business This Month

NEW BUSINESS

A.1 Minutes

MOTION to accept the Minutes of the September 20, 2016 Regular Meeting.

Mrs. McNamara moved, Mr. Hudson seconded

Motion carried Yes – 5

No – 0

A.2 Financial Reports

(a) Tax Levy

MOTION to approve the Business Official's recommendation for the Board of Education to establish the 2016/2017 tax levy of \$21,781,579 for the School District and \$630,844 for the Library and for the East Quogue Treasurer to sign the document adopting the tax levy.

Mrs. McNamara moved, Mrs. Gobler seconded **Motion carried Yes – 5 No – 0**

(b) Audit Report

MOTION to accept the Business Official's recommendation to authorize the Board of Education to accept the District's Audit Report and Management Letter, as prepared by Cullen Danowski, for the fiscal year 2015 – 2016.

Mrs. Stalters moved, Mr. Hudson seconded **Motion carried Yes – 5 No – 0**

(c) Transfer to Reserves

MOTION for the Board of Education to authorize the Business Manager to transfer the following amounts to the specified Reserves.

Mrs. Gobler moved, Mr. Hudson seconded **Motion carried Yes – 5 No – 0**

Workers Compensation Reserve	Transfer not to exceed \$331,271
Employee Benefit Accrued Liability Reserve	Transfer not to exceed \$167,000
Employee Retirement Contribution Reserve	Transfer not to exceed \$400,000

Business Office

(a) MOTION to approve Payrolls 5, 6 and 7 and Warrants & Budget Control Reports for the months of June, July and August, 2016.

Mrs. McNamara moved, Mrs. Stalters seconded **Motion carried Yes – 5 No – 0**

(b) MOTION to approve the Treasurer's Reports for the months of June through August, 2016.

Mr. Hudson moved, Mrs. Stalters seconded **Motion carried Yes – 5 No – 0**

(c) Budget Transfers

MOTION to approve Budget Transfers over \$5,000, as listed below, for the period ending June, 2016.

Mrs. McNamara moved, Mrs. Gobler seconded **Motion carried Yes – 5 No – 0**

ACCOUNT CODE	ACCOUNT NAME	OUT	IN
A 1620.46	ENERGY	\$34,750	\$0.00
A 1010.4	CONTRACTUAL EXPENDITURES	\$0	\$34,750.00
A 2110.47	TUITION WHB F/T TIME STUDENTS 7-12	\$13,544	\$0.00
A 2110.121	EXTRA CURRICULAR SALARIES	\$0	\$7,938.00
A 2110.122	SICK PAY COMPENSATION	\$0	\$1,874.00
A 2110.125	INSTRUCTIONAL SALARY-ADDITIONAL	\$0	\$455.00
A 2110.161	NON INSTRUCTIONAL SALARIES-ADDITIONAL	\$0	\$150.00
A 2110.163	LONGEVITY	\$0	\$2,170.00
A 2110.4	CONTRACTUAL EXPENDITURES	\$0	\$422.00
A 2110.45	MATERIALS AND SUPPLIES	\$0	\$535.00
A 2250.47C	TUITION-WHB-SP ED-1 to 2 periods	\$31,037	\$0.00
A 2250.150	INSTRUCTIONAL SALARIES	\$0	\$5,000.00
A 2250.163	LONGEVITY	\$0	\$5,800.00
A 2250.471	TUITION - FOSTER CHILD - SPEC ED	\$0	\$2,110.00
A 2250.473	TUITION - HOSP/HM INSTRUCTION	\$0	\$18,127.00
A 2250.47C	TUITION-WHB-SP ED-1 to 2 periods	\$10,106	\$0.00
A 2630.49	BOCES REPAIR-LABOR/PARTS	\$2,500	\$0.00

A 2630.4	CONTRACTUAL EXPENDITURES	\$1,822	\$0.00
A 2630.2	EQUIPMENT	\$5,000	\$0.00
A 2610.161	NON INSTRUCTIONAL LONGEVITY	\$0	\$1,011.00
A 2630.45	MATERIALS AND SUPPLIES	\$0	\$10,756.00
A 2630.46	STATE AIDED SOFTWARE	\$0	\$7,661.00
A 2850.150	CHAPERONE PAY	\$9,737	\$0.00
A 2850.151	AM-PM PROGRAM-SALARIES	\$0	\$9,737.00
A 5540.4	CONTRACTED TRANSPORTATION REGULAR	\$27,612	\$0.00
A 5540.41	CONTRACTED TRANSPORTATION SPECIAL	\$0	\$27,612.00
	Grand Total	\$136,108	\$136,108

A.3 Special Education

No recommendations this month.

A.4 Personnel

- (a). **MOTION** to accept the Acting Superintendent/Principal's recommendation for the Board of Education to approve the Salary Agreements, in accordance with the budget adopted for the 2016 - 2017 school year, for the following:

Robin Goldfarb
Lenore Rezza
Starr Scerri
Eric Gomez

A Motion to table this motion was offered.

Mrs. McNamara moved, Mrs. Stalters seconded

Motion carried Yes – 5

No – 0

- (b) **MOTION** to accept the Acting Superintendent/Principal's recommendation for the Board of Education to accept the resignation of Christina Walrath from the Audit Committee, effective September 30, 2016.

Mrs. Gbler moved, Mrs. Stalters seconded

Motion carried Yes – 5

No – 0

A.5 Conferences

None this month.

Board of Education

Policies

- C.1 **MOTION** to accept the Acting Superintendent/Principal's recommendation for the Board of Education to conduct a first reading of the following policies as submitted:

Mrs. McNamara moved, Mr. Hudson seconded

Motion carried Yes – 5

No – 0

Policy #	Replacing Policy	Reason for Policy
6050	New Policy Budget Transfers	Adopt policy as required by law
6240	6240	Adopt revised policy to align with current law
6410	New Policy Authorized Signatures	Adopt policy as required by law
6420	New Policy On-Line Banking	Adopt policy as required by law
6600	New Policy Fiscal Accounting and Reporting	Adopt policy as required by law
6650	6650	Adopt revised policy to align with current law
6660	New Policy	Adopt policy as required by law

	Independent/External Audits	
6670	New Policy Petty Cash/Petty Cash Accounts	Adopt policy as required by law
6675	New Policy Extra Classroom Activity Fund	Adopt policy as required by law
6680	New Policy Internal Audit Function	Adopt policy as required by law
6685	New Policy Medicaid Compliance	Adopt policy as required by law
6800	New Policy Fixed Asset Accounting	Adopt policy as required by law
6810	New Policy Payroll Procedures	Adopt policy as required by law
6830	6830	Adopt revised policy to align with current law
6900	6900	Adopt revised policy to align with current law

Items for information only

- D.1 Minutes from the August 22, 2016 Westhampton Beach Board of Education meeting.
- D.2 Report of budget transfers under \$5,000 for the period ending June, 2016.

NEXT SCHEDULED BOARD MEETING

November 15, 2016

Regular 7:15 pm Cafetorium

ADJOURNMENT

A **MOTION** to adjourn to Executive Session, to discuss legal matters, was made at 7:50pm.

At 8:32 pm the public session was reconvened to consider the following motion:

- (a) **MOTION** to accept the Acting Superintendent/Principal's recommendation for the Board of Education to approve the Salary Agreements, in accordance with the budget adopted for the 2016 - 2017 school year, for the following:

Robin Goldfarb
Lenore Rezza
Starr Scerri
Eric Gomez

Mrs. McNamara moved, Mr. Hudson seconded

Motion carried Yes – 5

No – 0

ADJOURNMENT

With no further business to discuss, the public session was adjourned by Mrs. Tuzzolo at 8:34 pm.

Respectfully submitted _____
Lenore Rezza
District Clerk