

TYPE: Board Meeting**DATE:** 1/9/2023 **TIME:** 7:00 PM**LOCATION:** Elementary School**DETAILS:****1. CALL TO ORDER**

- | | | |
|----|---------------|------|
| 1. | Call to Order | Info |
|----|---------------|------|

2. PLEDGE OF ALLEGIANCE

- | | | |
|----|----------------------|------|
| 1. | Pledge of Allegiance | Info |
|----|----------------------|------|

3. EDUCATIONAL PRESENTATIONS

- | | | |
|----|---|------|
| 1. | Elementary School - Literacy Curriculum | Info |
|----|---|------|

4. PUBLIC PARTICIPATION

- | | | |
|----|---|------|
| 1. | Note: The audience is asked to kindly present all comments at this time. If the chairman deems it wise, participation may be limited to one (1) five-minute presentation. | Info |
|----|---|------|

5. MINUTES

- | | | |
|----|---|--------|
| 1. | Approval of the minutes of the December 12, 2022 Board of Education meeting | Action |
|----|---|--------|

6. SPECIAL EDUCATION

- | | | |
|----|--|--------|
| 1. | Approval of CSE recommendations from the following meeting dates: 12/13, 12/19, 12/20, 12/21 and CPSE 12/12. | Action |
|----|--|--------|

7. FINANCIALS**8. SUPERINTENDENT'S REPORT**

- | | | |
|----|--|--------|
| 1. | Adoption of the Budget Development Calendar for the 2023/24 school year | Action |
| 2. | Approval of two (2) budget transfers | Action |
| 3. | Donation from Turf Brothers - labor and machinery | Action |
| 4. | Resolution authorizing the execution of a contract with Homegrown Organic Food, Inc. for the 2022/23 school year | Action |
| 5. | Resolution authorizing the execution of IDEA 611 & 619 Memorandum of Agreement amendments | Action |
| 6. | Resolution authorizing the execution of a District Office copier maintenance agreement for the 2022/23 school year | Action |
| 7. | Resolution authorizing the execution of a Health Services contract with the West Islip School District for the 2022/23 school year | Action |
| 8. | Resolution authorizing the execution of a Stipulation of Settlement with the East Quogue School District for an individual student | Action |
| 9. | Field Trip Request - NAFME All Eastern Ensemble Concert, Rochester NY | Action |

9. PERSONNEL

- | | | |
|----|--|--------|
| 1. | Retirement/MS Sixth Grade Teacher | Action |
| 2. | Appointment/MS Office Assistant - Provisional | Action |
| 3. | Request for an Unpaid Leave of Absence/HS Teacher Aide | Action |
| 4. | Request for Medical Leave of Absence/Office Assistant | Action |

- | | | |
|----|---|--------|
| 5. | Appointment/ES ENL Support Staff Substitute | Action |
| 6. | Appointment/ES Winter Recreation Staff | Action |
| 7. | Appointment/MS Co-Curricular Advisorship | Action |
| 8. | Appointment/Coaching Recommendation | Action |
| 9. | Appointment/Volunteer Coaching Recommendation | Action |

10. REPORTS

- | | | |
|----|---------|------|
| 1. | Posting | Info |
|----|---------|------|

11. OLD BUSINESS**12. NEW BUSINESS**

- | | | |
|----|---|--------|
| 1. | Board Policy 1611 (Relations With Other School Districts) | Action |
| 2. | Board Policy 1612 (Cooperative Educational Programs) | Action |
| 3. | Board Policy 1632 (Relations With County, State And Federal Agencies) | Action |
| 4. | Board Policy 1700 (Relations With other Education Agencies) | Action |
| 5. | Board Policy 1710 (Relations With Education Research Agencies) | Action |
| 6. | Board Policy 1720 (Relations With Colleges And Universities) | Action |
| 7. | Board Policy 1720.1 (Relations With Cultural Institutions) | Action |

13. EXECUTIVE SESSION**14. ADJOURNMENT**

December 12, 2022

A regular meeting of the Board of Education of the Westhampton Beach Union Free School District, Suffolk County, New York, was held in the High School Library on December 12, 2022.

Board of Education members present: Ms. Dawn Arrasate, Ms. Joyce L. Donneson, Ms. Elizabeth Lanni-Hewitt, and Mr. Halsey C. Stevens.

Absent: Ms. Suzanne M. Mensch, Mr. George R. Kast, Ms. Heather Wright

Also Present: Carolyn J. Probst, Superintendent of Schools; William Fisher, Assistant Superintendent for Personnel & Instruction; Jacqueline I. Pirro, Assistant Superintendent for Business; and approximately 40 attendees.

The meeting was called to order by Ms. Dawn Arrasate, Vice President, at 7:00 p.m.

The pledge was conducted.

EDUCATIONAL PRESENTATION

Ms. Miller, Ms. Massaro and several Middle School Youth in Government students made a presentation.

PUBLIC PARTICIPATION

Questions were raised and answered regarding the policies on this agenda.

APPROVAL OF MINUTES

On motion of Mr. Stevens, second by Ms. Hewitt, the minutes of the November 28, 2022 Board of Education meeting, to be and hereby are approved.

Vote: Yes 4 No 0

SPECIAL EDUCATION

On motion of Ms. Donneson, second by Mr. Stevens, 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 meetings of 11/18, 11/22, 11/28, 11/29, 12/1 and 12/2; to be and hereby are approved.

Vote: Yes 4 No 0

FINANCIAL REPORTS

On motion of Mr. Stevens, second by Ms. Donneson, the following reports to be and hereby are approved:

Report	Dates
Budget Status Report	Oct 31, 2022
Revenue Status Report	Oct 31, 2022
Trial Balance Report	Oct 31, 2022
Budget Transfer Report	Aug 1 – Oct 31, 2022
Treasurers Reports	Aug, Sept, Oct 2022
Collateral Report	Sept & Oct 2022
Extraclass Activities ES, MS, HS	Aug & Sept 2022
Paid Claims	Oct 11 – Dec 1, 2022

Vote: Yes 4 No 0

NYSBDA FIELD TRIP

On motion of Ms. Donneson, second by Ms. Hewitt, the request from Josh Seifert to take three high school music students to the New York State Band Directors Association (NYSBDA) for the High School Honor Band Symposium in Syracuse, NY, March 3 through March 5, 2023, to be and hereby is approved.

Vote: Yes 4 No 0

WALTER TRACY

On motion of Ms. Donneson, second by Ms. Hewitt, the resignation of Walter Tracy from his position as a Groundskeeper II, effective December 30, 2022, for the purpose of retirement beginning December 31, 2022, to be and hereby is accepted.

Vote: Yes 4 No 0

TORY TAYLOR

On motion of Ms. Donneson, second by Mr. Stevens, the appointment of Tory Taylor as a Custodial Worker I assigned to the Middle School effective December 13, 2022 at a salary of \$43,748 (prorated) with a twenty-six week probationary period through June 9, 2023, as per Civil Service rules & regulations, to be and hereby is approved.

Vote: Yes 4 No 0

MADISON SKELTON

On motion of Ms. Hewitt, second by Ms. Donneson, the appointment of Madison Skelton as a .6 FTE Social Worker leave replacement assigned to the High School effective December 14, 2022 through March 31, 2023 at Step 1, MA, \$60,651 (prorated), pending receipt of official transcripts, and as a .4 FTE permanent substitute at \$150/day (prorated), to be and hereby is approved.

Vote: Yes 4 No 0

MS CO-CURRICULAR ADVISORSHIPS

On motion of Mr. Stevens, second by Ms. Donneson, the appointment of the following as MS Co-curricular Advisors for the 2022/23 school year, to be and hereby is approved:

Crafty Canes	Camille Pedersen	\$610
Environmental Club	Greg Izzo	\$610
Inclusive Canes	Ellen Griffin	\$610
Newspaper Club	Yvonne Perez	\$610

Vote: Yes 4 No 0

ES WE CARE SUPPORT STAFF

On motion of Ms. Hewitt, second by Ms. Donneson, the appointment of Anna Farlow as We Care program support staff at the rate of \$15/hr., on an as-needed basis for the 2022/23 school year, to be and hereby is approved:

Vote: Yes 4 No 0

ES WINTER RECREATION DIRECTOR

On motion of Ms. Donneson, second by Mr. Stevens, the appointment of Anthony Cappiello as the ES Winter Recreation Director for the 2022/23 school year at a stipend of \$1,976, to be and hereby is approved:

Vote: Yes 4 No 0

SUBSTITUTE

On motion of Ms. Hewitt, second by Ms. Donneson, the appointment of the following substitute, to be and hereby is approved:

Justin Fren Uncertified Substitute Teacher

Vote: Yes 4 No 0

REPORTS

The personnel postings were noted.

OLD BUSINESS

There were no Old Business items on the agenda.

NEW BUSINESS - BOARD POLICIES

Board Policy 1420, 1420-R & 1420-E (Complaints About Curricula or Instructional Materials)

The first reading of the above policy was held.

On motion of Mr. Stevens, second by Ms. Donneson, the resolution to waive the second and third readings and adopt the above policy, as revised, and delete the Exhibit, to be and hereby is adopted.

Vote: Yes 4 No 0

Board Policy 1430 (Complaints About Facilities or Services)

On motion of Mr. Stevens, second by Ms. Donneson, the resolution to delete the above policy, to be and hereby is adopted.

Vote: Yes 4 No 0

Board Policy 1440 (Complaints About School Personnel)

The first reading of the above policy was held.

On motion of Ms. Donneson, second by Ms. Hewitt, the resolution to waive the second and third readings and adopt the above policy, as revised, to be and hereby is adopted.

Vote: Yes 4 No 0

Board Policy 1505 (Nighttime Use of Facilities)

The first reading of the above policy was held.

On motion of Mr. Stevens, second by Ms. Donneson, the resolution to waive the second and third readings and adopt the above policy, as revised, to be and hereby is adopted.

Vote: Yes 4 No 0

Board Policy 1510 (Public Sales on School Property)

The first reading of the above policy was held.

On motion of Mr. Stevens, second by Ms. Donneson, the resolution to waive the second and third readings and adopt the above policy, as revised, to be and hereby is adopted.

Vote: Yes 4 No 0

Board Policy 1511 (Advertising in the Schools)

The first reading of the above policy was held.

On motion of Ms. Donneson, second by Mr. Stevens, the resolution to waive the second and third readings and adopt the above policy, as revised, to be and hereby is adopted.

Vote: Yes 4 No 0

Board Policy 1600 (Relations with Governmental Authorities)

On motion of Mr. Stevens, second by Ms. Donneson, the resolution to delete the above policy, to be and hereby is adopted.

Vote: Yes 4 No 0

EXECUTIVE SESSION

On motion of Ms. Donneson, second by Mr. Stevens, the Board of Education to convene to Executive Session at 7:45 PM to discuss ongoing special education litigation, to be and hereby is approved.

Vote: Yes 4 No 0

On motion of Ms. Donneson, second by Mr. Stevens, the Board of Education to reconvene from Executive Session at 8:13 PM, to be and hereby is approved.

Vote: Yes 4 No 0

ADJOURNMENT

On motion of Ms. Donneson, second by Mr. Stevens, all business being completed, Ms. Arrasate declared the meeting adjourned at 8:13 PM.

Judy Iannone, District Clerk

December 12, 2022

Westhampton Beach Union Free School District
Business Office

To: Dr. Carolyn Probst, Superintendent
From: Jacqueline Pirro, Assistant Superintendent for Business
Date: January 3, 2023
Re: 2023-2024 Budget Calendar



BUDGET CALENDAR
2023-2024 Budget Preparation

February 6, 2023	Board Meeting & Budget Workshop High School, Middle School, Elementary School
February 27, 2023	Board Meeting & Budget Workshop Athletics, Buildings & Grounds, Guidance, Special Education
March 13, 2023	Board Meeting & Budget Workshop Curriculum Development & Personnel, Technology, We Care, Winter & Summer Recreation
March 27, 2023	Board Meeting & Budget Workshop BOCES Programs, Transportation
April 17, 2023	Board Meeting – Budget Adoption
May 8, 2023	Board Meeting – Regular Meeting & Budget Hearing
May 16, 2023	Budget Vote – 7:00am-9:00pm, WHB HS LGI

WESTHAMPTON BEACH UFSD
REQUEST FOR BUDGET TRANSFER
2022-2023 SCHOOL YEAR

Requestor: J. Pirro

Date of Request: 12/22/2022

Budget Code to **Transfer TO:**

Code Number: A 1621. 490. 05. 00

Code Title: BOCES SVCS. MAINTENANCE

Amount to Transfer: \$ 19,500 -

Budget Code to **Transfer FROM:** A 1621. 400. 00. 01 ^{\$6500} A 1621. 400. 00. 03 } # 6,500

Code Number: A 1621. 400. 00. 02 ^{\$6500}

Code Title: Maintenance Contracts

Reason for Transfer:
TO shift funds from maintenance contract to BOCES for asbestos testing.

Back-up attached

PLEASE FORWARD COMPLETED FORM TO THE BUSINESS OFFICE FOR APPROVAL. THE BUSINESS OFFICE SHALL THEN FORWARD IT TO THE SUPERINTENDENT'S OFFICE FOR FINAL APPROVAL.

J. Pirro 12/22/2022
Asst. Supt for Business Date Superintendent Date

_____ Transfer #

_____ Transfer Made By

_____ Transfer Date

Board of Education Approval Required (for over \$10,000)
Date of BOE Approval _____

WESTHAMPTON BEACH UFSD
REQUEST FOR BUDGET TRANSFER
2022-2023 SCHOOL YEAR

Requestor: MaryAnn Milton

Date of Request: 01/03/2023

Budget Code to **Transfer TO:**

Code Number: A1420-400-00-05

Code Title: School Attorney Fees

Amount to Transfer: \$ 125,595.00

Budget Code to **Transfer FROM:**

Code Number: A9020-800-00-05 \$43,895.00 and A9060-800-00-05 \$81,700.00

Code Title: Teacher Retirement and Medical Insurance

Reason for Transfer:

To fund legal fees anticipated & expensed.

- Back-up attached

PLEASE FORWARD COMPLETED FORM TO THE BUSINESS OFFICE FOR APPROVAL. THE BUSINESS OFFICE SHALL THEN FORWARD IT TO THE SUPERINTENDENT'S OFFICE FOR FINAL APPROVAL.

 1/3/2023 _____
Asst. Supt for Business Date Superintendent Date

_____ Transfer #

_____ Transfer Made By

_____ Transfer Date

- **Board of Education Approval Required (for over \$10,000)**

Date of BOE Approval _____

Westhampton Beach Union Free School District
Business Office

To: Dr. Carolyn Probst, Superintendent

From: Jacqueline Pirro, Assistant Superintendent for Business

Date: January 4, 2023

Re: Turf Brothers, Inc. Donation



Over the past year, Anthony Martino has worked closely with Rob Michalowski from Turf Brothers, Inc. to assist with getting our grounds in good shape. We have utilized Turf Brothers for many years to perform quarterly fertilizer applications. With the donation of time and machinery the district has been able to provide the grounds crew with the means to enhance the care of the fields.

I would like to recommend the BOE accept the donation of time (labor) and machinery (an aerator) from Turf Brothers, Inc.



Nov. 8, 2022

Dear B.O.D. Westhampton Beach School District,

It has always been important to me as an alumni and lifelong resident of the district to provide our quality services at the most economical cost to the district so that our friends and families can have safe, strong and vibrant all natural athletic fields.

Working with the entire buildings and grounds dept. and new facilities director Anthony Martino has been very productive. It is extremely challenging to care for HS sports fields in today's world with all the many teams and outside organizations using them- scheduling, maintenance and renovations can be difficult to perform to say the least.

In his short time here, Anthony and I have already met on numerous occasions. We consistently communicate ways to try and stay ahead of weather, irrigation, scheduling of field usage to coordinate specific times to not only maintain quality playing fields for our student athletes and community, but to also plan ways to make necessary improvements to these fields so that they can be used and enjoyed for generations to come. They are coming along much better, but more work is needed.

Times are tough, as Turf Brothers approaches our 25th anniversary we thought it would be a good time to do a little more for our community. So, I'm offering the district my time this week to have my tractor and unique *Till n' Seed* machine to reseed all the centers of the Hite fields that are thin and completely bare (goal areas) and select areas that need it. Additionally, at the high school we will reseed the entire practice football field and entire Girl's lacrosse field at **no cost for our labor and equipment, only the cost of seed**. Below I have outlined typical cost analysis for this work so that the benefit can be recognized and accepted as a donation to the district and the neighboring community. Wishing you all a cheerful, healthy Holiday season and Happy Thanksgiving!

Robert J. Michalowski

Owner



Nov. 8, 2022

Dear B.O.D. Westhampton Beach School District,

Core-Aeration and overseeding is simply the most important mechanical service you can perform for your natural turf fields. Fall is the best time to seed, but core aeration can be done early spring season and fall season to help bring essential air, water and nutrients in direct contact to the turf root system. This process of aeration adds significant benefits to your entire turf management program.

To help the district and our turf program reach its highest potential we have decided to offer the donation of our Frontier CA1048 commercial pull behind aerator to the Westhampton Beach School District. It has a \$4,500 retail value new and ours is in great shape. We wish the buildings and grounds crew years of productive use as we have recently upgraded our aeration fleet to self-driven we feel this piece of equipment might be better utilized here since the aeration portion of our contract with the district remains inactive. Wishing you all a cheerful, healthy Holiday season and Happy Thanksgiving!

Robert J. Michalowski

Owner



Till N' Seed Hite Fields- Multi-directional seeding 600+ lb. seed allocation for center of play on each Hite fields.

Retail cost: \$8500

Seed Only (seed cost has been discounted): **District cost \$1800**

Till N' Seed High School - Girls Lacrosse entire field single direction 550 lb. seed allocation.

Retail Cost: \$7500

Seed Only (seed cost has been discounted): **District cost \$1650**

Till N' Seed High School – Practice football entire field single direction 350 lb. seed allocation.

Retail Cost: \$4500

Seed Only (seed cost has been discounted): **District cost \$1050**

Retail Cost (All work): \$20,500

Cost of Seed: \$4500 * _____

*All labor, tractor and equipment charges are included at no cost to the district for purpose of donation. *\$16,000 donation value.*

Westhampton Beach Union Free School District
Business Office

To: Carolyn Probst

From: Jacqueline Pirro

Date: January 4, 2023

Re: Elementary School Garden Program Agreement

A handwritten signature in blue ink, appearing to be 'JP', is located to the right of the 'From:' field.

I respectfully request the Board of Education approve the attached proposal from Homegrown Organic Food, Inc. for the 2022-2023 Elementary School Garden Program. The program this year will be funded by the ES Parent Teacher Association's \$10,600 donation previously accepted by the board and \$5,000 from a federal grant.

If you have any questions or require additional information, please let me know.



HOMEGROWN ORGANIC FOOD, INC.
RENATO STAFFORD
3065 HENRYS LANE
PECONIC, NY 11958
(631) 514-5315

WESTHAMPTON BEACH ELEMENTARY SCHOOL GARDEN PROGRAM & BUDGET

WESTHAMPTON BEACH ELEMENTARY SCHOOL GARDEN PROGRAM DESCRIPTION 2022 - 2023

Westhampton Beach: A Four (4) SEASON ORGANIC GARDEN



Integrating the Educational Program

"A YEAR ROUND COMMUNITY GARDEN CENTER"

Grow and Enjoy High Quality Organic Produce Year Round (*Neuro-motor*)

Develop an Educational Center (*Cognitive*)

Actively Involved in a Community Garden Environment & Food Advocacy (*Affective*)

A Connection with Long Island's Cultural Heritage (*Character/virtue*)

THE NATURALISTIC INTELLIGENCE

Professor Gardner described seven aspects of human intelligence

as being verbal/linguistic; mathematical/logical; spatial; musical; kinesthetic; interpersonal; and intrapersonal, in 1994 he began to herald, describe, and publicize the addition of an **eighth intelligence**, "naturalistic intelligence"(or "nature smarts"). Naturalistic intelligence was then more fully described and officially added to his original array of seven intelligences in 1999 in his book *Intelligence Reframed*.

Student Program Goals

Goal 1	Enable students to set up a successful HOME GARDEN: seed germination, planting, weeding/irrigation, & harvest.	Parents and Family
Goal 2	Help students make better choices with their food and take ownership of what they eat.	School Health Staff
Goal 3	Understanding the importance of the living soil (the heart of an organic garden); setting up a composting facility at	Science
Goal 4	Learn how to grow, prepare, cook, and store Healthy food	Personal Development

School / Institutional Program Goals

Goal 5	Integrate food into the cafeteria	School Admin.
Goal 6	Integrate garden program into the school curriculum	Faculty
Goal 7	Workshops targeted for specific grade development &	Faculty
Goal 8	Evaluations of 2017 Program Activities	Students

Community Program Goals

Goal 9	Become Food Advocates in their Neighborhood, Village, Town <i>Journalism, Science, Health & Welfare & Political</i>	Elected Officials Community Organizations
Goal 10	Develop the school/community Garden Club to include students, parents, faculty & staff.	Community

CALENDAR: 2022-2023 SCHOOL GARDEN ACTIVITIES & PROGRAMS

October

Greenhouse: Direct Seeding Cool Weather Greens (Succession 1)

Students will directly seed the first succession of cool weather greens for a winter harvest

Garlic planting!

Students will learn how to divide and plant garlic bulbs and sampling the garlic scapes

Potato Harvest

Students will learn harvesting techniques, hand digging potatoes planted in the spring

November

Greenhouse: Direct Seeding Cool Weather Greens (Succession 2)

Students will directly seed the first succession of cool weather greens for a winter harvest

Seed Saving

Students will learn how to save the seeds for the vegetables they intend to start the following year.

December

Harvest Day!

Students will learn how to harvest winter greens having the opportunity to sample each variety

Food Storage and Canning

Students will learn how to store, can, preserve, and dehydrate their organic harvest

April

Greenhouse: Starting summertime vegetables plants

Students will learn how to start tomatoes, peppers, onions, and herbs in containers to eventually plant in the outside garden beds.

Cool weather greens

Students will learn how to prepare a garden bed (adding compost) and then direct seeding arugula, spinach, kale, lettuce, and radishes.

Potatoes and Peas!

Students will directly seed sugar snap and snow peas and learn how to cut and plant seed potatoes.

May

Designing your Home Garden

Participants will learn how to design and build and maintain an organic garden

Harvest Day!

Students will learn how to harvest winter greens having the opportunity to sample each variety

Composting Workshop

Students will participate in adding to the schools compost facility and learn the importance of the living soil.

June

Trans-planting Seeds Starts

Students will learn how to bare root and transplant summer vegetable plants started in the greenhouse

Harvest Day!

Students will learn how to harvest winter greens having the opportunity to sample each variety

Direct seeding

Students will directly seed cucumbers, Long Island cheese pumpkins, zucchini, melons, beets, carrots, and herbs into the garden beds

TITLE: Renato Stafford - Educator, Greenhouse Manager

DESCRIPTION: Establish program goals, Greenhouse growing specialist, Construction design and management, Train and supervise garden manager, Teacher training and curriculum development, Direct contact with students, Greenhouse/Garden maintenance, Fundraising & Community outreach.

The requirements for this program are divided between the development of the educational program and the physical maintenance of the greenhouse/garden location.

To achieve the goals of this program daily attention is required.

RESPONSIBILITIES

- Create and implement a calendar of events including activities that coincide with growing seasonal cycles; specify correct plantings and locations
- Conduct monthly hands-on programs for all students
- Manage growing spaces & building support structures as needed (Ex. Trellises, Compost screens)
- Greenhouse/ Garden Maintenance

- Power washing,
- Cleaning and maintenance of landscape fabric,
- Managing irrigation systems,
- Weeding,
- Minor repairs to greenhouse and garden beds.
- Harvesting - distributing produce to faculty, staff and schools' cafeterias.
- Build and maintain compost site, for future soil needs
- Meeting with administrators, faculty, maintenance staff, and parents to build program support
- Purchase all greenhouse materials: Construction, seeds, soil, tools, etc.
- Assist with fundraising and community events: Grants, plant & vegetable sales etc.
- Operate greenhouse as a zero energy unit

PROGRAM DEVELOPMENT

Meet and work with faculty to integrate the greenhouse learning center with the curriculum.

See attached Garden Connection Lesson Plans

EXPANSION & ONGOING PROJECTS

Greenhouse - Build seven raised beds to the west of the greenhouse. Complete irrigation system installation. Research and installation of remote viewing technology.

Courtyard Garden/Composting - Design and install perennial planting of herbs and flowers. Maintain four (4) active composting units.

Budget

Description	Cost	
Greenhouse Manager/Learning Center October, November, December	\$7500.00	
Greenhouse Manager/Learning Center April, May, June	\$7500.00	
Seeds Garlic, Potatoes, Cold Weather Greens, Snap Peas	\$600.00	
Receipts at request	Total:	\$15,600

Westhampton Beach Union Free School District
Business Office

To: Dr. Carolyn Probst, Superintendent

From: Jacqueline Pirro, Assistant Superintendent for Business



Date: December 19, 2022

Re: IDEA 611 and 619 Amendment to the Memorandum of Agreement

I am requesting the Board of Education approve the attached memorandum of agreement amendments with CAM-Held Enterprises, Inc. dba Just Kids Learning Center, Metro Therapy, and NYSARC, Inc. Suffolk AHRC as local education agencies for sub-allocatons of IDEA Sections 611 and 619 American Rescue Plan (ARP) funds.

If you have any questions or require additional information please let me know.

AMENDMENT TO MEMORANDUM OF AGREEMENT

Between **CAM-Held Enterprises, Inc. d/b/a Just Kids Learning Center**, as an Approved Special Education Program (ASEP) and Westhampton Beach UFSD, as a Local Education Agency (LEA).

THIS AMENDMENT to memorandum of agreement dated July 1, 2021 is to include Federal American Rescue Plan (ARP) funding reimbursement. For purposes of reimbursement for the 2021-2023 IDEA ARP Section 611 and 619, the student count from the SEDCAR-1 submitted by your agency for 2021-22 school year is used.

For purposes of reimbursement:

The **October 7, 2020** student count from the LEA served by the ASEP for IDEA Section 611 was 1 at a cost of \$307 each.

The **October 7, 2020** student count from the LEA served by the ASEP for IDEA Section 619 was 1 at a cost of \$597 each.

The parties acknowledge their agreement:

ASEP:

BY: _____

Authorized Representative

Title

Date

LEA:

BY: _____

Authorized Representative

President, Board of Education

Title

Date

AMENDMENT TO MEMORANDUM OF AGREEMENT

Between **NYSARC, Inc. Suffolk AHRC**, as an Approved Special Education Program (ASEP) and Westhampton Beach UFSD, as a Local Education Agency (LEA).

THIS AMENDMENT to memorandum of agreement dated July 1, 2021 is to include Federal American Rescue Plan (ARP) funding reimbursement. For purposes of reimbursement for the 2021-2023 IDEA ARP Section 611 and 619, the student count from the SEDCAR-1 submitted by your agency for 2021-22 school year is used.

For purposes of reimbursement:

The **October 7, 2020** school age student count from the LEA served by the ASEP for IDEA Section 611 was 1 at a cost of \$307 each.

The **October 7, 2020** student count from the LEA served by the ASEP for IDEA Section 619 was 0.

The parties acknowledge their agreement:

ASEP:

BY: _____

Authorized Representative

Title

Date

LEA:

BY: _____

Authorized Representative

President, Board of Education

Title

Date

AMENDMENT TO MEMORANDUM OF AGREEMENT

Between **Metro Therapy**, as an Approved Special Education Program (ASEP) and Westhampton Beach UFSD, as a Local Education Agency (LEA).

THIS AMENDMENT to memorandum of agreement dated July 1, 2021 is to include Federal American Rescue Plan (ARP) funding reimbursement. For purposes of reimbursement for the 2021-2023 IDEA ARP Section 611 and 619, the student count from the SEDCAR-1 submitted by your agency for 2021-22 school year is used.

For purposes of reimbursement:

The **October 7, 2020** student count from the LEA served by the ASEP for IDEA Section 611 was 1 at a cost of \$102 each.

The **October 7, 2020** student count from the LEA served by the ASEP for IDEA Section 619 was 1 at a cost of \$199 each.

The parties acknowledge their agreement:

ASEP:

BY: _____
Authorized Representative

Title

Date

LEA:

BY: _____
Authorized Representative

President, Board of Education

Title

Date

Westhampton Beach Union Free School District
Business Office

To: Carolyn Probst

From: Jacqueline Pirro



Date: December 18, 2022

Re: Advanced Imaging Systems Service Agreement

I respectfully request the Board of Education approve the attached Advanced Imaging Systems Service Agreement for the TASKALFA 6004i copier in the District Office. The district utilizes the ESBOCES bid to acquire copier services for the district.

If you have any questions or require additional information, please let me know.



www.aisliny.com

946 West Main Street - Riverhead - New York 11901 - 631-727-3354 - Fax: 631-727-7299

Terms and Conditions

General Scope:

INITIALS:

This contract covers both labor and materials for an unlimited number of adjustments and repairs as necessitated by normal usage and usage within the manufacturers published specifications. Damage or loss resulting from misuse or perils such as fire, theft, power surges (not protected by an Advanced Imaging Systems approved line conditioner) or water damage is not covered. The use of non-OEM parts, supplies, components, modifications, or unqualified personnel to effect repairs or changes will cause this agreement to be null and void. Proper electric outlet and voltage is the responsibility of the customer that meets manufacturer's specifications. Equipment overhauls are chargeable for both labor and materials.

Advanced Imaging Systems may cancel this contract with written notice if the use of the covered equipment is outside the General Scope as described above, or the equipment has been deemed to be obsolete by the manufacturer.

Service Calls:

Service calls will be made during normal business hours at the installation address specified. Travel and labor time on calls after business hours, Saturday, Sunday, and holidays are charged to the customer at double rates. Advanced Imaging Systems cannot be held responsible for service charges incurred due to use of inferior, off-brand, Non-OEM supplies that may cause wear and tear, leakage, or part failure. Such issues are deemed to be outside the scope of this agreement and therefore chargeable.

Extent of Labor Services:

Labor services afforded during a contract service call include lubrication of the unit and the adjustment, repair, or replacement of functional parts or elements as described on the reverse side.

Consumables:

Contracts including toner will receive toner in accordance with Manufacturer yields based on five (5%) coverage.

Parts Authorization:

This contract authorizes replacement of parts not covered by this contract at the time of service if deemed necessary by an Advanced Imaging Systems representative.

Term:

This contract shall become effective upon receipt by Advanced Imaging Systems of payment of the contract charge. The contract will remain in force for (12) months and will automatically renew from year to year unless written notice of cancellation is received thirty (30) days prior to the end of the current term.

Advanced Imaging Systems may at its discretion upon the anniversary date increase the base and or overage rate up to 15%.

Customer agrees to pay the contract charges as described on the reverse side including annual increases as described above. This contract is not transferable from the original purchaser.

Key Operator Training:

Key operators shall be responsible for periodic cleaning of such areas as machine exterior, toner and staple installation, removal of minor paper jams. Minor cleaning should be performed at least once a week.

Warranty Limitation:

Other than the obligations set forth herein, disclaims all other warranties, expressed or implied, including warranties of merchantability and fitness for a particular purpose. In addition, Advanced Imaging Systems disclaims liability for any indirect or consequential damages arising out of the use of the equipment or delays in repair of the equipment due to the availability of parts from our manufacturers.

Network Limitation:

Dealer services under this contract do not include the support of operating systems, applications software or hardware malfunctions attributable to customer software or network hardware. Dealer will determine the cause of the covered hardware issues by connecting a laptop directly to the hardware. If the hardware operates normally when connected to dealer laptop the problem will be attributed to customer's network or software and is not covered under this contract. Dealer may offer to solve the problem for the customer but this is charged on a time and materials basis.

Westhampton Beach Union Free School District
Business Office

To: Carolyn Probst

From: Jacqueline Pirro



Date: December 21, 2022

Re: Health and Welfare Service Agreement

I respectfully request the Board of Education approve the attached Health and Welfare Service Agreement for one Westhampton Beach resident attending St. John the Baptist Diocesan HS in West Islip. The district is responsible for the cost of health services provided by districts where students are attending a non-public school.

If you have any questions or require additional information, please let me know.

HEALTH AND WELFARE SERVICES AGREEMENT

This Agreement is entered into this 1st day of July 2022 by and between the Board of Education of Westhampton Beach Union Free School District (hereinafter "SENDER"), having its principal place of business for the purpose of this Agreement at 340 Mill Road, Westhampton Beach, NY 11978, and the Board of Education of the West Islip Union Free School District (hereinafter "PROVIDER"), having its principal place of business for the purpose of this Agreement at 100 Sherman Avenue, West Islip, NY 11795.

W I T N E S S E T H

WHEREAS, Sender is authorized pursuant to Section 912 of the Education Law, to enter into a contract with PROVIDER for the purpose of having PROVIDER provide health and welfare services to children residing in SENDER and attending a non-public school located in PROVIDER,

WHEREAS, certain students who are residents of SENDER are attending non-public schools located in PROVIDER,

WHEREAS, PROVIDER has received a request(s) from said non-public schools for the provision of health and welfare services to the aforementioned students,

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, the parties hereby mutually agree as follows.

1. The term of this Agreement shall be from July 1, 2022 through June 30, 2023 inclusive.
2. PROVIDER warrants that the health and welfare services will be provided by licensed health care providers. PROVIDER further represents that such services shall be performed by health care providers that are licensed under the laws of the State of New York, including New York State Department of Health and the State Education Department licensing requirements, if applicable. PROVIDER further represents that such services will be in accordance with all applicable provisions of Federal, State, and local laws, rules, and regulations, including Section 912 of the Education Law, and the student's IEP, if applicable. PROVIDER shall certify that all service providers possess documentation evidencing such license qualifications as required by Federal, State, and local laws, rules, regulations and orders.
3. PROVIDER understands and agrees that it will comply and is responsible for complying with all applicable Federal, State, and local laws, rules, and regulations with respect to the services provided pursuant to this Agreement.
4. The services provided by PROVIDER shall be consistent with the services available to students attending public schools within the PROVIDER School District; and may include, but are not limited to:

- a. all services performed by a physician, physician assistant, dentist, dental hygienist, registered professional nurse, nurse practitioner, school psychologist, school social worker, or school speech therapist,
- b. dental prophylaxis,
- c. vision and hearing screening examinations,
- d. the taking of medical histories and the administration of health screening tests,
- e. the maintenance of cumulative health records, and
- f. the administration of emergency care programs for ill or injured students.

It is expressly understood and agreed between the parties that the services to be provided pursuant to this Agreement shall not include any teaching services.

5. In exchange for the provision of health and welfare services pursuant to this Agreement, SENDER agrees to pay PROVIDER the sum of \$1,052.74 per eligible pupil for the 2022 – 2023 school year.
6. SENDER shall pay PROVIDER within thirty (30) days of SENDER's receipt of a detailed written invoice from PROVIDER. Said invoice shall specify the services provided, dates that the invoice covers, and the total amount due for the period specified.
7. If, during the term of this Agreement, a student becomes eligible to receive services pursuant to this Agreement, PROVIDER shall undertake to provide services pursuant to this Agreement, and the amount of compensation owed by SENDER shall be prorated accordingly to accurately reflect the period of time services were provided to the student.
8. If, during the term of this Agreement, a student ceases to be eligible to receive services pursuant to this Agreement, PROVIDER shall no longer be responsible for providing services to that student pursuant to this Agreement, and the amount of compensation owed by SENDER shall be prorated accordingly to accurately reflect the period of time services were provided to the student.
9. PROVIDER shall furnish any supplies or equipment necessary to provide the services pursuant to this Agreement to the extent such items are not provided by the non-public school.
10. Both parties agree to provide the State access to all relevant records which the State requires to determine either PROVIDER's or SENDER's compliance with applicable Federal, State, or local laws, rules, or regulations with respect to provision of services pursuant to this Agreement. Both parties agree to retain all materials and records relevant to the execution or performance of their obligations pursuant to this Agreement in accordance with the record retention requirements for such materials and records.

11. Both parties to this Agreement understand that they may receive and/or come into contact with protected health information as defined by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). The parties hereby acknowledge their respective responsibilities pursuant to HIPAA and shall comply with said Regulations, if applicable.
12. Both parties, their employees, and/or agents agree that all information obtained in connection with the services performed pursuant to this Agreement is deemed confidential information. Both parties, their employees, and/or agents shall not use, publish, discuss, disclose or communicate the contents of such information, directly or indirectly with third parties, except as provided for in this Agreement. Both parties further agree that any information received by either party's employees and/or agents in connection with this Agreement which concerns the personal, financial, or other affairs of the parties, their employees, agents, and/or students will be treated as confidential and will not be revealed to any other persons, firms, organizations, or third parties. In addition, both parties agree that information concerning any student covered by the terms of this Agreement shall not be released except as provided for by applicable law, rule, or regulation, including but not limited to the Family Educational Rights and Privacy Act (FERPA).
13. Services provided pursuant to this Agreement shall be provided without regard to race, creed, color, sex, sexual orientation, national origin, religion, age, disability, or sponsorship.
14. All notices which are required or permitted under this Agreement shall be in writing, and shall be deemed to have been given if delivered personally or sent by registered or certified mail, addressed as follows:

SENDER: Superintendent of Schools
Westhampton Beach Union Free School District
340 Mill Road, Westhampton Beach, NY 11978

PROVIDER: Superintendent of Schools
West Islip Union Free School District
100 Sherman Avenue, West Islip, NY 11795

15. It is expressly understood that this Agreement shall not be assigned or transferred without prior written consent of the other party.
16. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce every provision of this Agreement.
17. Should any provision of this Agreement, for any reason, be declared invalid and/or unenforceable, such decision shall not affect the validity of the remaining provisions of this Agreement. Such remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid provision(s) eliminated.

18. This Agreement and the rights and obligations of the parties hereunder shall be construed in accordance with, and governed by, the laws and regulations of the State of New York and applicable Federal laws and regulations
19. This Agreement is the complete and exclusive statement of the Agreement between the parties, and supersedes all prior or contemporaneous, oral or written: agreements, proposals, understandings, representations, conditions or covenants between the parties relating to the subject matter of the Agreement.
20. This Agreement may not be changed orally, but only by an Agreement, in writing, signed by authorized representatives of both parties.
21. It is mutually agreed that this contract shall not become valid and binding upon either party until the contract is approved by the Superintendent of Schools for the SENDER School District.

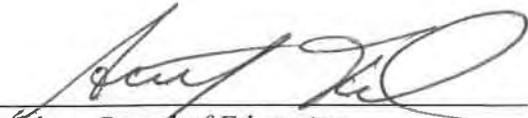
IN WITNESS WHEREOF, the parties have set their hands and seals the day and year written above.

Superintendent of Schools
Westhampton Beach Union Free School District

Date

President, Board of Education
Westhampton Beach Union Free School District

Date



President, Board of Education
West Islip Union Free School District

December 8, 2022
Date



WESTHAMPTON BEACH PUBLIC SCHOOLS

REQUEST FOR FIELD TRIP

Must be submitted 2 weeks prior to trip

From: Hannah Pawluk Date of Application: 12/22/22

Authorization is requested for this field trip at full expense to the School District.

Authorization is requested for transportation only.

PURPOSE: NAFME All Eastern Ensemble Rehearsals and Concert

DESTINATION: Rochester, NY

DATE(S) OF EVENT: April 13-16, 2023

TIME OF DEPARTURE: TBD TIME OF RETURN: TBD

SUBSTITUTE NEEDED: Yes No

Description and Number of Students Participating in Field Trip: 1 Student, 1 teacher

Form of Transportation needed: (indicate number of vehicles)

Personal Car 1 Mini-Bus _____ Bus _____

List Additional Chaperones:

ANTICIPATED EXPENSES:* (Purchase Order must accompany this form)

Registration/Admission Fee:	\$ <u>6.95.00 (Student) \$200 (+teacher)</u>
If personal car: number of miles at .58 p/m	<u>753.2 Total</u>
Tolls:	<u>\$ 36.37</u>
Meals:	<u>\$200.00</u>
NO EXTRA PAY	TOTAL \$ <u>1,131.37</u>

APPROVAL ROUTE

1- Building Principal/Date

2-Asst. Superintendent for
Personnel & Instruction/Date

3-Business Official/Date

cc: 1) Personnel Office 2) Business Office 3) Building Principal 4) Teacher 5) Transportation

*RECEIPTS will be necessary to receive reimbursement of expenses. To avoid payment of tax (not reimbursable) request tax forms from the Business Office.

WESTHAMPTON BEACH SCHOOL DISTRICT PERSONNEL ACTION REPORT

SCHEDULE - A (Certified Staff)
SCHEDULE - B (Civil Service)
SCHEDULE - C (Co-Curricular Appointments)

January 9, 2023

A - CERTIFIED STAFF

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS ACCEPTANCE OF THE FOLLOWING IN ACCORDANCE WITH THE PROVISIONS OF EDUCATION LAW:

1. Temporary Employment

NAME	POSITION	SALARY	EFFECTIVE DATES
Laura Foster	ES ENL Support Staff - Substitute	\$49.60/hour	11/2022 - 6/2023

NEW APPOINTMENT LANGUAGE

*These individuals 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 his or her probationary appointment to be granted or considered for tenure.

**The reduced probationary period for prior tenure/substitute service is contingent upon his or her receipt and submission to the District of a composite APPR rating of effective or highly effective in his or her prior years of service in the current tenure area as substitute.

Date Submitted to the Board of Education: _____

B - CIVIL SERVICE STAFF

IN ACCORDANCE WITH THE PROVISIONS OF THE CIVIL SERVICE LAW, THE SUPERINTENDENT RECOMMENDS ACCEPTANCE OF THE FOLLOWING:

1. Temporary Employment

NAME	POSITION	SALARY	EFFECTIVE DATES
Sandra Tucci	MS Provisional Office Assistant	Step 1, \$35,850 (prorated)	1/10/2023

2. Resignation/Termination/Leave of Absence/Retirement/Excessed

NAME	POSITION	EFFECTIVE DATE	REASON
Peter Horan	MS Sixth Grade Teacher	6/30/2023	Retirement
Chloe Landrie	HS Special Education Leave Replacement Teacher	1/13/2023	Resignation
Laura Hansen	Office Assistant	1/6/2023 - 2/3/2023	Medical Leave of Absence
Thomas Volk	HS Teacher Aide	1/9/2023 - 1/27/2023	Unpaid Leave of Absence

Date Submitted to the Board of Education: _____

C - CO-CURRICULAR APPOINTMENTS

**The Superintendent of Schools Recommends Appointment of the Following
2022-2023 District-Wide Staff**

NAME	POSITION	RATE OF PAY
Kaleigh Locke	ES Winter Recreation Staff - Sports	\$720
Lorraine Porcelli	ES Winter Recreation Staff - Sports	\$960
Jacquelyn DeCicco	ES Winter Recreation Staff - Art/Drawing	\$480
Gabriella Thomasch	ES Winter Recreation Staff - General Recreation	\$720
Alyssa Bertolino	ES Winter Recreation Staff - Yoga/Meditation	\$240
Kristine Caronna-Delgiudice	ES Winter Recreation Staff - Crafts	\$480
Kerriane Beaver	ES Winter Recreation Staff - Computers	\$720
Jennifer Cucinotta	ES Winter Recreation Staff - Board Games	\$240

Date Submitted to the Board of Education: _____

The Superintendent of Schools Recommends Appointment of the Following
2022-2023 Volunteer Fall Coaching Staff

NAME	SCHOOL	SPORT
Cory Gaudiello	High School	Basketball - Boys

Date Submitted to the Board of Education: _____

**The Superintendent of Schools Recommends Appointment of the Following
2022-2023 Winter Coaching Staff**

NAME	SCHOOL	SPORT	SALARY
Sewdutt (Mike) Harpaul	Middle School	Basketball - MS Girls	\$4,257.81

Date Submitted to the Board of Education: _____

**The Superintendent of Schools Recommends Appointment of the Following
2022-2023 Co-Curricular Staff**

NAME	SCHOOL	ACTIVITY	RATE OF PAY
Kimet Speed	Middle School	Musical Director	\$2,558

Date Submitted to the Board of Education: _____

**WESTHAMPTON BEACH UNION FREE SCHOOL DISTRICT
340 MILL ROAD
WESTHAMPTON BEACH, NY 11978
631-288-3800**

Bulletin No. 22/23 – 28

VACANCIES

**Middle School Boys' Lacrosse Coach
Middle School Softball Coach
Middle School Wrestling Coach
JV Softball Coach
Varsity Softball Assistant Coach
Varsity Baseball Assistant Coach**

Please apply immediately to:

Jason Cohen
Director of Health, Physical Education & Athletics
Westhampton Beach School District
631-288-3800

January 4, 2023

RELATIONS WITH OTHER SCHOOL DISTRICTS

The Board of Education and the Superintendent of Schools will establish a liaison with ~~other~~ the boards of education and school district administrators in the area, especially those that send students to the Westhampton Beach Union Free School District. ~~Representatives of the Westhampton Beach School Board will meet periodically with the representatives of the Boards of such districts to discuss and evaluate common problems and concerns.~~ The Superintendent shall periodically report to the Board the status of his/her relations and what activities have taken place to foster said relations.

A Networking Council, consisting of the Superintendent and representatives of the Board of Education of the Westhampton Beach School District and all sending districts, will meet periodically to plan, discuss common concerns, and evaluate practices.

Adoption date: September 24, 2001

Revision adopted: September 20, 2010

Revision adopted:

~~COOPERATIVE EDUCATIONAL PROGRAMS~~

~~The Board of Education encourages the Superintendent of Schools to investigate cooperative educational programs with BOCES and other districts, and to recommend for Board approval the establishment of said programs that are beneficial to the district.~~

~~Adoption date: September 24, 2001~~

RELATIONS WITH COUNTY, STATE AND FEDERAL AGENCIES

The Board of Education ~~encourages~~ directs the Superintendent of Schools to cooperate with all county, state, and federal agencies that have a direct or indirect effect or involvement with the district.

Adoption date: September 24, 2001

Revision adopted: September 20, 2010

[Revision adopted:](#)

~~RELATIONS WITH OTHER EDUCATION AGENCIES~~

~~The Board of Education encourages the Superintendent of Schools to cooperate with and be vitally interested in all educational agencies that affect the school district.~~

~~Adoption date: September 24, 2001~~

~~Revision adopted: September 20, 2010~~

RELATIONS WITH EDUCATION RESEARCH AGENCIES

It is the policy of the district to cooperate as far as possible with colleges, universities, and other agencies in promoting potentially ~~profitable~~ beneficial research. ~~Because of the very large number of requests to make questionnaire and interview studies in our schools, it has been necessary to establish specific criteria for such studies.~~

Decisions in connection with research involving students, teachers, or other employees shall be based on the following:

1. All research projects must be approved by the Superintendent of Schools before an actual study may commence.
2. A project should be so designated that it may be expected to produce valid and reliable results.
3. A project should be expected to contribute something useful and of value for the improvement of education.
4. Questionnaires and interview questions must be submitted in advance to the Superintendent of Schools.
5. Outlines regarding a research project must be submitted and should be of sufficient scope and depth to justify the time and effort to be consumed by the project.
6. A project shall not unduly interrupt the class work of students or teachers.

Adoption date: September 24, 2001

Revision adopted: September 20, 2010

[Revision adopted:](#)

~~RELATIONS WITH COLLEGES AND UNIVERSITIES~~

~~The Board of Education encourages the Superintendent of Schools to cooperate with all colleges and universities in promoting programs that are mutually beneficial. Special attention shall be given to student teaching, administrative internships and advance college placement programs.~~

~~Adoption date: September 24, 2001~~

~~Revision adopted: September 20, 2010~~

RELATIONS WITH CULTURAL INSTITUTIONS

~~The Board of Education encourages the Superintendent of Schools to establish relations with cultural institutions that may provide programs and services beneficial to the district.~~

~~Adoption date: September 24, 2001~~

~~Revision adopted: September 20, 2010~~