

<p>Date: May 18, 2010</p> <p>Kind of Meeting: Executive Session/Regular Board Meeting</p> <p>Call Meeting to Order: The regular meeting of the Board was called to order by Ms. Vorpahl at 5:30 p.m. at which time the Board adjourned immediately into executive session to discuss personnel and contractual issues. The regular meeting convened at 7:30 p.m. followed by the Pledge. There was an audience of approximately 40 (including members of the press).</p> <p>Members Present: Sandra Vorpahl, president, Michael Tracey, vice president, James Amaden, Wendy Hall, John Ryan, Sr., Stephen Talmage, and Laura Anker Grossman</p> <p>Members Absent: N/A</p> <p>Others Present: Dr. Raymond Gualtieri, Superintendent, Dr. Charles Soriano, Assistant Superintendent, and Isabel Madison, Assistant Superintendent for Business</p> <p>Minutes: Motion Mrs. Hall, second Mr. Tracey to accept the May 4, 2010 minutes as written and place on file. Motion Unanimously approved.</p> <p>Public Comment: None</p> <p>Superintendent's Report and Recommendations:</p> <ol style="list-style-type: none"> 1. Motion Mrs. Hall, second Mr. Tracey, that the Board approve Dr. Charles Soriano as substitute District Clerk when needed for the remainder of the 2009-2010 school year. Motion unanimously approved. 2. Motion Mrs. Hall, second Mr. Talmage, that the Board approve the CSE recommendations as reviewed by the CSE Committee and place on file. Motion unanimously approved. 3. Motion Mrs. Hall, second Mr. Ryan, Sr., that the Board deem (3) three tv's obsolete. Serial No. 000450, 32D46, 612425. Motion unanimously approved. 4. Motion Mrs. Hall, second Mr. Ryan, Sr., that the Board accept the letter of retirement submitted by Colleen Fennell effective August 31, 2010. Motion unanimously approved. 5. Motion Mrs. Hall, second Mr. Tracey, that the Board approve a change order for JNS Heating Service in the amount of \$19,793.25 for supply and installation of return duct work in the cafeteria of the high school. Motion unanimously approved. 6. Motion Mrs. Hall, second Mr. Tracey, that the Board approve the allowance authorization for Pav-Lak Industries in the amount of \$17,462.50. Motion unanimously approved. 7. Motion Mrs. Hall, second Mr. Tracey, that the Board approve the allowance authorization for Pav-Lak Industries in the amount of \$19,805.78. Motion unanimously approved. 8. Motion Mr. Talmage, second Mr. Tracey, that the Board approve the transfers in the amount of \$15,000.00. Motion unanimously approved. 9. Motion Mr. Amaden, second Mr. Tracey, that the Board approve Black Box Network Services contract in the amount of \$7,500.00 for phone technical support. This contract is under NYS contract# PT64525. Motion unanimously approved. 	<p>MINUTES</p> <p>SUBSTITUTE DISTRICT CLERK</p> <p>CSE RECOMMENDATIONS</p> <p>OBSOLETE EQUIPMENT</p> <p>COLLEEN FENNELL</p> <p>CHANGE ORDER</p> <p>ALLOWANCE AUTHORIZATIONS</p> <p>BUDGET TRANSFERS</p> <p>BLACK BOX NETWORK SERVICES CONTRACT</p>
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10. Motion Mrs. Hall, second Dr. Anker Grossman, that the Board approve Pupil Benefits Plan, Inc.'s contract in the annual amount of \$16.67 per student for Student Accident Coverage for school year 2010-2011. Motion unanimously approved.
11. Motion Mrs. Hall, second Mr. Amaden, that the Board acknowledges receipt of the Independent Accountant's Report provided by the Internal Auditors for the school year of 2009-2010. Motion unanimously approved.
12. Motion Mrs. Hall, second Mr. Ryan, Sr., that the Board amend the April 20, 2010 minutes of Katee Wilson's appointment to reflect her employment as a contract service provider and not as a district employee. Motion unanimously approved.
13. Motion Mrs. Hall, second Mr. Amaden, that the Board approve the first reading of the Computer Control Policy. The East Hampton Board of Education recognizes the importance of ensuring the district's financial software and that the network facilities are adequately secured. Accordingly, the following procedures will be implemented:

Passwords

Passwords will be changed every 90 days for all accounts accessing the district's financial software.

System Administrator

A System Administrator will be designated by the Board at the annual reorganization meeting. The System Administrator shall report to the Assistant Superintendent for Business and shall have the authority to change user account permissions and account code access for all user accounts on the district's financial software.

With written approval from the Assistant Superintendent for Business, the System Administrator will be responsible for performing the following tasks:

- Creating, maintaining and removing user accounts as directed by the Assistant Superintendent for Business.
- Managing permissions assigned to users by the Assistant Superintendent for Business.
- Managing account code access to users as directed by the Assistant Superintendent for Business.
- Maintain backup documentation of all authorized user account creation/modification, account code access and permission changes.
- Provide the Assistant Superintendent for Business with User ID change reports monthly.
- Provide the Board with a log of all changes quarterly.

Segregation of Duties

Electronic permissions of user of the district's financial software shall appropriately reflect their duties. Segregation of duties will be reviewed by the Assistant Superintendent for Business and the System Administrator quarterly. A report of changes to maintain the segregation of duties will be presented to the Board.

Remote Access

Remote access to the Financial Software will be provided to the software vendor contractually obligated to maintain software updates and provide remote technical support. The

**PUPIL BENEFITS
PLAN, INC.
CONTRACT**

**INDEPENDENT
ACCOUNTANT'S
REPORT**

**KATEE WILSON
AMENDMENT**

**COMPUTER
CONTROL POLICY**

contracted vendor will use this remote access for the above listed purposes only. Authorized district personnel may be provided remote access to the financial software with written authorization from the Superintendent of Schools.

Reports

The following reports will be reviewed by the Assistant Superintendent for Business and System Administrator and provided to the Board quarterly.

- Trial Balance
- Treasure’s Report
- Appropriations Report
- Revenue Report
- Complete Transfer Report
- Audit Trail Report for System Maintenance Activity

Data Backup

The district’s accounting software and other financial data will be backed up on a daily basis.

Review

This Policy will be reviewed annually by the Board and the district’s External Auditor.

Motion unanimously approved.

Addendum to the Superintendent’s Report and Recommendations:

1. Motion Mr. Ryan, Sr., second Mrs. Hall, that in compliance with the provisions of section 3021 of the Education Law and part 30.3 of the rules of the Board of Regents and upon the recommendation of the Superintendent of Schools, that the following individuals who hold valid New York State certification permitting him/her to teach subjects in the named tenure area, the Board of Education of the East Hampton Union Free School District does hereby make the following tenure appointments effective as indicated:

Joseph Vasile-Cozzo, Administration, 7/2/10
Richard Burns, Administration, 8/22/10
Keri Borowsky, Special Education, 9/1/10
Jennifer Elflein, Special Education, 9/1/10
Rebecca Guidi, Special Education, 9/1/10
John Krupp, Social Studies, 9/1/10
Noelle Jack, Elementary, 9/1/10
Mark Melton, English, 9/1/10
Jason Menu, Driver's Education, 9/1/10
Melanie Mesiano, Music, 9/1/10
Douglas Milano, Math, 9/1/10
Nina Santacroce, ESL/ELL, 9/1/10
Mirna Tubatan, Elementary, 9/1/10
Matthew Ward, English 9/1/10

Congratulations! Reception to follow.

Motion unanimously approved.

2. Motion Mrs. Hall, second Mr. Talmage, that in compliance with the provisions of section 3021 of the rules of the Board of Education Law and in compliance with part 30.3 of the Rules of the Board of Regents upon the recommendation of the Superintendent of Schools does hereby appoint ADAM

TENURE TEACHERS

ADAM FINE

FINE to the administrative position of HIGH SCHOOL PRINCIPAL who holds a valid New York State certification in the aforesaid area for a probationary period of three years, during which period his services may only be terminated for just cause, to commence on or before July 1, 2010 and terminate on June 30, 2013. He is to be paid an initial annual salary of \$183,400. Motion unanimously approved.

3. Motion Mr. Ryan, Sr., second Mrs. Hall that in compliance with the provisions of 3021 of the rules of the Board of Education Law and in compliance with part 30.3 of the Rules of the Board of Regents upon the recommendation of the Superintendent of Schools does hereby appoint MARIA MONDINI to the administrative position of HIGH SCHOOL ASSISTANT PRINCIPAL who holds a valid New York State certification in the aforesaid area for a probationary period of three years, during which period her services may only be terminated for just cause, to commence on or before July 1, 2010 and terminate on June 30, 2013. She is to be paid an initial annual salary of \$156,100. Motion unanimously approved.
4. Motion Mr. Talmage, second Mr. Tracey, that the Board appoint Sam Fulford as a as a district wide custodial substitute effective 5/18/10 and ending as determined by the Board of Education. Motion unanimously approved.
5. Motion Mr. Talmage, second Dr. Anker Grossman, that the Board approve The Facility Management Group/WGC., Corp. contract. WGC will be providing building condition surveys, five year capital plan, school facility report card and AHERA inspections. Motion unanimously approved.
6. Motion Mrs. Hall, second Mr. Talmage, that the Board approve, in the absence of the District Clerk, Kerri Stevens is hereby appointed as Chairperson for the Annual Meeting including the budget vote and election of Board of Education members and shall have all of the power and authority of the District Clerk for that purpose. Motion unanimously approved.

Old Business: N/A

New Business: Discussions and Announcements: Building project and punch list

Adjournment: Motion Mrs. Hall, second Mr. Amaden, to adjourn at 8:40 p.m. Motion unanimously approved.

Dr. Charles Soriano
Assistant Superintendent
Interim District Clerk

MARIA MONDINI

SAM FULFORD

**THE FACILITY
MANAGEMENT
GROUPS/WGC CORP.
CONTRACT**

**CHAIRPERSON FOR
ANNUAL MEETING**

Date: May 18, 2010

Kind of Meeting: Special Meeting

The polls were declared open at 2:00 PM. Voting took place between the hours of 2:00 through 9:00 PM at which time the polls were declared closed and the tally commenced with the following results:

Total Ballots Cast: 814 + 41 (absentee ballots) = 855

Proposition I: School Budget:

Yes 473 + 23 (absentee) = 496

No 341 + 18 (absentee) = 359

For Board of Education:

Lauren Dempsey 556 + 29 (absentee) = 585

Linda Silich 325 + 10 (absentee) = 335

George Aman 537 + 25 (absentee) = 562

Sandra Vorpahl 311 + 12 (absentee) = 323

Alison Anderson 488 + 20 (absentee) = 508

Wendy Hall 323 + 10 (absentee) = 333

Write In's: None

The meeting was adjourned at 9:20 PM.

Charles R. Soriano

Interim District Clerk

VOTE