

WEST BABYLON UNION FREE SCHOOL DISTRICT  
WEST BABYLON, NEW YORK

REGULAR MEETING

BOARD OF EDUCATION  
BOARD ROOM - ADMINISTRATION BUILDING

**TUESDAY – APRIL 12, 2016**

AGENDA

The order of business at all regular meetings shall be as follows:

1. Call to order by presiding officer
2. Pledge of Allegiance to the Flag  
[6:00 P.M. - Meeting Convenes Followed by Student Presentation  
and/or Executive Session]  
[7:00 P.M. - Public Session Resumes Beginning with Item #3]
3. Approval of minutes of previous meeting(s): Regular Meeting: March 22, 2016
4. Statement of the Board and/or Superintendent
5. Statement of West Babylon Teachers' Association Representatives
6. Statement of School Administrators' Association Representatives
7. Statement of C.S.E.A. Representatives
8. Statement of Student Association Representatives
9. Statement of PTA Council Representatives
10. Statement of Residents re: agenda items [15 minutes-limited to 3 minutes per speaker]\*
11. Report of the Superintendent and/or Educational Presentation:  
**A. Review and Discussion of 2016-2017 Final Budget Draft**  
**Dr. Yiendhy Farrelly, Superintendent of Schools**  
**Mrs. Michele Psarakis, CPA, Executive Director for Finance & Operations**
12. Business Agenda [**\*\*Consent Agenda Items**]  
**A. BOARD OF EDUCATION**
  - \*\* (R)** Approval of Garden City Union Free School District, Jericho Union Free School District and South Huntington Union Free School District to provide Health Services, to West Babylon School District Resident Students, during the 2015-2016 School Year (Res. #BE-1)
  - \*\* (R)** Approval of License and Operating Agreement between the West Babylon Union Free School District and SCOPE for the purpose of SCOPE Operating a Pre-School Program, within the District, during the 2016-2017 School Year (Res. #BE-2)
  - \*\* (R)** Pursuant to Labor Law Section 220-Executive Director for Finance & Operations Designation (Res. #BE-3)

**B. PERSONNEL**

- \*\* (R) 15-A-5 Board of Education
- \*\* (R) 15-P-16 Professional Personnel
- \*\* (R) 15-C-16 Civil Service Personnel (Res. #PE-1)

**C. FINANCE**

- \*\* (R) Adoption of 2016-2017 School District Budget (Res. #FI-1)
- \*\* (R) Acceptance of Grant in Support of General District Expenditures (Res. #FI-2)
- \*\* (R) Authorization for Grant Funds to be added to the 2015-2016 Voter Approved General Fund Budget (Res. #FI-3)
- \*\* (R) Approval of Alliance Publishing and Marketing as Sole Source Provider (Res. #FI-4)
- \*\* (R) Approval of Eastern Suffolk BOCES Cooperative Bid for the 2016-2017 School Year (Res. #FI-5)
- \*\* (R) Acceptance of Donation (Res. #FI-6)

**D. CURRICULUM**

- \*\* (R) Acceptance of Donation (Res. #CU-1)

**E. FACILITIES**

- \*\* (R) Acceptance of Donations (Res. #FA-I through Res. #FA-2)

- 13. Policy Review:
  - A. Board Review-Public Use of Facilities (First Time Reading) (File:1500)
  - B. Board Review-Public Use of Facilities-Regulations (Revision) (File:1500-R)
  - C. Board Review-Public Use of Facilities-Exhibits (Revision) (File:1500-E)
- 14. Board of Education Committee Reports
- 15. Old Business
- 16. New Business
- 17. Follow-Up to Residents' Statements
- 18. Statements of Residents re: other district items [15 minutes-limited to 3 minutes per speaker]\*
- 19. Adjournment [This should take place by 10:00 P.M.]

**Please Note:**

- ◆ **2016-2017 BOCES Budget Vote and BOCES Board Trustees Election:**

**April 19, 2016 -- 7:00 P.M. -- Administration Building**

- ◆ **2016-2017 West Babylon School District Budget:**

**Budget Hearing -- May 3, 2016 -- 7:00 P.M. -- Administration Building**

**District Budget Vote and Trustees Election -- May 17, 2016 -- 7:00 A.M. to 9:00 P.M.  
(Administration Building and Santapogue School)**

\*Per Board Policy 1230: The Board of Education encourages participation of residents at open Board meetings. The President of the Board shall ask for brief statements from residents and set a time limit (three minutes per resident) on such statements. To allow for public participation, a period not to exceed 15 minutes shall be set aside during the first and last part of each Board meeting. The President shall be responsible for the orderly conduct of the meeting and shall rule on such matters as the time to be allowed for public discussion and the appropriateness of the subject being presented. The President shall have the right to discontinue any presentation which violates this policy. Residents wishing to speak should identify themselves, their address, any organization they may be representing at the meeting, and the topic they wish to discuss. Statements during the first part of the meeting will relate to agenda items. Statements during the second part of the meeting will relate to other district matters.

### Follow-Up to Residents' Unanswered Questions

Date	Residents' Questions	Responses
March 22, 2016	-----	-----
March 8, 2016	-----	-----
February 23, 2016	-----	-----
January 26, 2016	-----	-----
January 12, 2016	-----	-----
December 8, 2015	-----	-----
November 24, 2015	-----	-----
November 10, 2015	-----	-----
October 27, 2015	-----	-----
October 13, 2015	-----	-----
September 21, 2015	-----	-----
September 8, 2015	-----	-----
August 25, 2015	-----	-----
July 7, 2015	-----	-----
June 23, 2015	-----	-----

WEST BABYLON UNION FREE SCHOOL DISTRICT  
WEST BABYLON, NEW YORK

REGULAR MEETING

BOARD OF EDUCATION  
BOARD ROOM - ADMINISTRATION BUILDING

**TUESDAY – APRIL 12, 2016**

**RESOLUTIONS**

**BOARD OF EDUCATION**

**\*\*#BE-1**

**RESOLVED:** that the West Babylon Board of Education approves the following school districts, to provide health services, to West Babylon School District resident students, during the 2015-2016 school year:

Garden City Union Free School District  
Jericho Union Free School District  
South Huntington Union Free School District

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**\*\*#BE-2**

**RESOLVED:** that the West Babylon Board of Education supports state, local and federal efforts to invest in high quality Pre-School for its resident students and hereby approves the License and Operating Agreement with SCOPE for the purpose of operating a Pre-School Program within the District. The term of the Agreement shall commence September 1, 2016 and end on June 30, 2017.

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**\*\*#BE-3**

**RESOLVED:** that the West Babylon Board of Education, pursuant to Labor Law Section 220, designates the Executive Director for Finance & Operations as the individual responsible for the receipt, collection and review of facial validity of certified payroll records.

**PERSONNEL**

**\*\*#PE-1**

**RESOLVED:** that the following schedules, as attached, are approved:

<u>15-A-5</u>	Board of Education
<u>15-P-16</u>	Professional Personnel
<u>15-C-16</u>	Civil Service Personnel

**FINANCE**

**\*\*#FI-1**

**RESOLVED:** that the school district budget for the 2016-2017 school year, in the amount of \$ \_\_\_\_\_, proposed by the West Babylon Board of Education, in accordance with Section 1716 of the Education Law, be hereby adopted, and that said budget be voted upon by the residents on May 17, 2016.

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**\*\*FI-2**

**RESOLVED:** that the West Babylon Board of Education accepts a grant in aid, of \$57,000, in support of the general expenditures of the District.

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**\*\*#FI-3**

**RESOLVED:** that the West Babylon Board of Education authorizes the grant in aid funds (\$57,000) to be added to the 2015-2016 voter approved general fund budget by increasing the appropriations to A2110.4760 Student Travel and A5510.1631 Bus Driver Field Trips.

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**\*\*#FI-4**

**RESOLVED:** that the West Babylon Board of Education approves Alliance Publishing and Marketing, Inc., as the sole source provider/vendor, for the Grades 2 through 5 student organizers, adopted for use during the 2016-2017 school year.

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**\*\*#FI-5**

**RESOLVED:** that the West Babylon Board of Education approves the resolution to participate with Eastern Suffolk BOCES in cooperative bids, for the purchase of various supplies, materials, and equipment, for the 2016-2017 school year, as provided by General Municipal Law Section 119-0 and Education Law Section 1950.

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**\*\*#FI-6**

**RESOLVED:** that the West Babylon Board of Education gratefully accepts a donation, in the amount of \$339.95, from Target's "Take Charge of Education" Program. The donation will be deposited into Santapogue Elementary School's Trust & Agency account.

## CURRICULUM

\*\*#CU-1

RESOLVED: that the West Babylon Board of Education gratefully accepts the following donation, from the Bonnie Plants Company, to Santapogue Elementary School:

a shipment of cabbage plants for each 3<sup>rd</sup> grade student

The “Bonnie Cabbage Program” offers students a chance to get a unique, hands-on gardening experience through growing colossal cabbages. Additional information can be found at the following website: [bonniecabbageprogram.com](http://bonniecabbageprogram.com)

**FACILITIES**

**\*\*#FA-1**

**RESOLVED:** that the West Babylon Board of Education gratefully accepts the following donation from Mr. Scott McIntosh, West Babylon resident:

outfield fencing for the varsity softball field

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**\*\*#FA-2**

**RESOLVED:** that the West Babylon Board of Education gratefully accepts the following donation from the Town of Babylon, 151 Phelps Lane, North Babylon:

used tires to be utilized for fitness activities



WEST BABYLON UNION FREE SCHOOL DISTRICT

REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - APRIL 12, 2016

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**PERSONNEL**

(R) Schedules:	<u>15-A-5</u>	Board of Education
	<u>15-P-16</u>	Professional Personnel
	<u>15-C-16</u>	Civil Service Personnel (**#PE-1)

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**BOARD OF EDUCATION SCHEDULE**

- I. Board of Education Schedule 15-A-5**
  - A. 2015 -2016 Election Inspectors**

**PROFESSIONAL PERSONNEL SCHEDULE**

- II. Professional Personnel Schedule 15-P-16**
  - A. Family Medical Leaves**
  - B. Part-time Increase**
  - C. Retirements**
  - D. Tenure Recommendations**
  - E. Tutorials**
  - F. PAC Assistant**
  - G. Spring, 2015-2016 Student Teacher/Observer**
  - H. 2015-2016 Per Diem Substitute**

**CIVIL SERVICE PERSONNEL SCHEDULE**

- III. Civil Service Personnel Schedule 15-C-16**
  - A. Family Medical Leaves**
  - B. Leave of Absence Request**
  - C. Resignations/Retirements**
  - D. 10% Differential**
  - E. Probationary Appointments**
  - F. 2015-2016 Per Diem Substitute**

SCHEDULE 15-A-5 BOARD OF EDUCATION SCHEDULE

WEST BABYLON UFSD

Date of Meeting: April 12, 2016

Page 1 of 5 pages.

I. BOARD OF EDUCATION APPOINTMENTS

2015 - 2016

Election Inspectors:

\$10./hr.

5/17/16

Administration

Meo, Grace

Regina, Suzanne

Wood, Noreen

Santapogue

Scelza, Sabrina

**SCHEDULE 15-P-16 Professional Personnel Schedule****Date of Meeting: April 12, 2016****Page 2 of 5 pages.**

<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL/ AREA</b>	<b>STEP/ SALARY</b>	<b>BEG/END APPT.</b>	<b>COMMENTS</b>
LoSardo, Deborah	Elementary Tchr.	SB		3/10/16 -	Family Medical Leave
DiPreta, Jillian	Elementary Tchr.	JH		3/29/16 -	Family Medical Leave
Saar, Wendy	PT/Speech Tchr. (.7)	DW	Step A-9-1/ \$68,995. (prorate @ 70%)	4/13/16 - 6/30/16	[from .4]
Wolkiewicz, Sharon	Teaching Asst./ Sr. Technologist	TA/Elem.		6/24/16	Resignation to Retire
Cunningham, David	Elementary Tchr.	SA		6/30/16	Resignation to Retire

**Upon the recommendation of the Superintendent of Schools, the following professional personnel who have successfully completed their annual reviews are appointed to tenure as listed below:**

McNeely, Kaitlyn	Elementary		1/28/16	Tenure
Mack, Michael	Director of Student Services		7/1/16	Tenure
Nocerino, Stephanie	Coord. of K-12 Student Data & Instructional Technology		7/29/16	Tenure
Duncan, Justine	School Psychologist		9/1/16	Tenure
Lewis, Jaclyn	Art		9/1/16	Tenure
McCaslin, Craig	Technology		9/1/16	Tenure
McManus, Leila	Family & Consumer Science		9/1/16	Tenure
Shah, Krista	Elementary		9/1/16	Tenure
Bellino, Charles	Technology		9/24/16	Tenure

**SCHEDULE 15-P-16 Professional Personnel Schedule**

**Date of Meeting:** April 12, 2016

**Page 3 of 5 pages.**

<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL/ AREA</b>	<b>STEP/ SALARY</b>	<b>BEG/END APPT.</b>	<b>COMMENTS</b>
<b><u>Tutorials:</u></b>					
Campbell, Lindsey			\$37.14/session	April - June, 2016	611 IDEA Grant [10 sessions]
<b><u>PAC Assistant:</u></b>					
*Garcia, Kyle			\$20./hr.	4/13/16 - 6/30/16	[from Student PAC]
<b><u>Student Teacher/Observer:</u></b>					
Vogelsang, Jordan	Social Studies	HS		Spring, 2015-2106	
<b><u>Registered Nurse Substitute:</u></b>					
Baron, Cara		DW	\$120./day	2015 - 2016	[RN License]

\*Emergency Conditional Appointment

**SCHEDULE 15-C-16 Civil Service Personnel Schedule**

**Date of Meeting: April 12, 2016**

**Page 4 of 5 pages.**

<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL/ AREA</b>	<b>STEP/ SALARY</b>	<b>BEG/END APPT.</b>	<b>COMMENTS</b>
Jones, Amy	Sr. Clerk Typist	Admin.		2/22/16 -	Family Medical leave
Messina, Lilian	Clerk Typist	B.O.		3/18/16 -	Family Medical Leave
Toscano, JeanAnn	Paraprofessional (special ed. aide)	TA		3/16/16 - 6/30/16	Leave of Absence
Mulligan, Samantha	School Bus Monitor	Trans.		3/18/16	Resignation
Heiko, Marianne	Paraprofessional (special ed. aide)	FA		3/30/16	Resignation
Aquanno, Thomas	Custodial Wrkr. I	FA		4/13/16	Resignation to Retire
Mingo, Norman	Custodial Wrkr. I	FA		4/13/16	Resignation to Retire
Rodriguez, Miriam	School Bus Diver	Trans.		6/25/16	Resignation to Retire
Koehler, Susan	Clerk Typist	B.O.		6/30/16	Resignation to Retire
Mecalianos, Peter	Maintenance Mechanic II	DW	Step 8/ \$58,349. (prorate)	3/21/16	[10% differential]

**SCHEDULE 15-C-16 Civil Service Personnel Schedule**

**Date of Meeting: April 12, 2016**

**Page 5 of 5 pages.**

<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL/ AREA</b>	<b>STEP/ SALARY</b>	<b>BEG/END APPT.</b>	<b>COMMENTS</b>
DiLeo, Maryanne	Paraprofessional (special ed. aide)	TA	Step 1/ \$13.64/hr.	4/13/16	Probationary Appt.
*Tasso, Elizabeth	Paraprofessional (school monitor)	JK	Step 1/ \$13.64/hr.	4/13/16	Probationary Appt.
<b><u>Per Diem Substitute:</u></b>		DW	\$16.75/hr.	2015 - 2016	Guard
*Klein, William					

**\*Emergency Conditional Appointment**

WEST BABYLON UNION FREE SCHOOL DISTRICT  
REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - APRIL 12, 2016

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**POLICY**

- A. Board Review-Public use of Facilities (First Time Reading) (File:1500)
- B. Board Review-Public use of Facilities-Regulations (Revision) (File:1500-R)
- C. Board Review-Public use of Facilities-Exhibits (Revision) (File:1500-E)



## **PUBLIC USE OF SCHOOL FACILITIES**

School facilities may be used by district residents and members of the general public for activities which are educational, cultural, social, recreational or civic in nature, primarily for the benefit of district residents and consistent with all applicable federal and state laws. Any such use, however, shall not be deemed an endorsement of the activity or the purpose for which the facilities are used.

The buildings and rooms therein, and the grounds of the district may be made available only when not required to serve the program needs of the West Babylon Union Free School District. Once these needs are filled, priority will be given to West Babylon community groups. Non-West Babylon groups shall be treated equally in the approval of uses and in fees charged or waived.

The Superintendent shall prescribe regulations for the use of any school facility. The Superintendent may also appoint a designee who will be responsible for scheduling the use of school facilities, ensuring that economical and efficient use is made of the time and space available, and for issuing permits. Approval for facility use may be granted for the following:

1. For the purpose of instruction in any branch of education, learning, or the arts.
2. For holding social, civic, and recreational meetings and entertainments, and other uses pertaining to the welfare of the community. Such meetings, entertainments, and uses shall be non-exclusive and open to the general public.
3. For meetings, entertainments, and occasions where admission fees are charged, when the proceeds thereof are to be expended for an educational or charitable purpose; but such use shall not be permitted if such meetings, entertainments, and occasions are under the exclusive control, and the said proceeds are to be applied for the benefit of a society, association, or organization of a religious sect or denomination, or of a fraternal, secret or exclusive society or organization other than organizations of veterans of the military, naval, or marine service of the United States and organizations of volunteer firefighters or volunteer ambulance workers.
4. For polling places holding primaries and elections and for the registration of voters and for holding political meetings. No political meeting, however, shall be permitted unless authorized by a vote of the Board of Education, held as provided by law.
5. For emergencies within the school district, such as floods, power outages, and other conditions which require temporary accommodations for residents in sections of the community.
6. Public library purposes, subject to provisions of the Education Law, or as stations of public libraries.
7. Civic forums and community centers.
8. Recreation, physical training and athletics, including competitive athletic contests of children attending a private, nonprofit school.

# DRAFT

First Time Reading 4/12/16

9. Child-care programs when school is not in session, or when school is in session for the children of students attending schools of the district and, if there is additional space available, for children of employees of the district.
10. Graduation exercises held by not-for-profit elementary and secondary schools, provided that no religious service is performed.

The Board of Education reserves the right, at any time and within its complete discretion, to require any applicant to provide insurance in such amounts as the Board of Education may determine to be adequate to insure the school district. Moreover, permission for the use of the facility may be subject to revocation or cancellation when, in the judgment of the Board of Education or the Superintendent of Schools, the interests or requirements of the school district may deem it advisable. Also, the West Babylon Union Free School District is absolved from responsibility for personal property.

The Superintendent of Schools or a designee is authorized to require adult sponsorship for individuals or groups of persons under 21 years of age who wish to use school buildings, grounds, or other facilities. She/he shall limit the use of school buildings, grounds, and other facilities if such use is potentially hazardous or creates a nuisance to surrounding property owners in accordance with such administrative regulations as she/he may deem appropriate. Before granting specific permission for use of a school building, grounds, or other facilities, the Superintendent of Schools or a designee shall require in the application for such use, written acknowledgment by the applicant or a designee, of administrative regulations which govern such use.

## Responsibility for Damages:

A written guarantee shall be given by a responsible person that the school district shall be reimbursed for any damages incurred while the school facilities were in use.

Any person or persons using school buildings, grounds, or other facilities without specific permission, and outside the procedures and conditions herein outlined, may be considered a trespasser.

*When applicable, a damage security deposit is required to be submitted for each event; as defined in this policy.*

## Fees for the Use of Facilities:

Rates charged for authorized use of school buildings, grounds, or other facilities by non-school groups shall be established in accordance with regulations of the Board of Education.

[When applicable, a damage security deposit is required to be submitted for each event. The amount of this deposit is to be determined by the Plant Facilities Administrator.]

## Legal References:

Section 414 of Education Law

Equal Access Law

New York Constitution, Article 1 § 11, Article 8 § 1, Article 11 § 3

Adopted: 12/08/2009

Revised: March 12, 2013

## **PUBLIC USE OF SCHOOL FACILITIES REGULATION**

These regulations have been established in conformance with the regulation stated in Section 414 of the Education Law of the State of New York.

1. All organizations that request the use of the West's Babylon's facilities must provide a certificate of insurance naming the West Babylon Union Free School District as additional insured under the organization's general public liability insurance policy. The limit of liability must be no less than \$1,000,000 combined single limit for bodily injury and property damage and must specify save and hold harmless to the school district. The Board of Education reserves the right to waive and to add to this requirement on a case-by-case basis.
2. An application for use of the school premises may be secured from the office of the Plant Facilities Administrator. Said application must be completed and returned at least one week prior to the requested date of use. Applications for gymnasiums and fields are to be submitted in accordance with the following schedule:

3.

<b>Season/Dates</b>	<b>Applicant's Submission Period</b>
April 1 – June 30	January 1 – January 31
July 1 – August 31	April 1 – April 30
September 1 – November 30	June 1 – June 30
December 1 – March 31	September 1 – September 30

4. If approval is granted, a permit will be presented to the applicant. On day of use, applicants must present permits for review upon request of school officials (e.g. custodians, security, school administrators).
5. The applications shall not be transferable.
6. The applicant will not be admitted to the premises prior to the time stipulated on the application and must vacate the premises by 9:30 p.m. Any deviation from this rule must be approved by the Plant Facilities Administrator. The Board of Education reserves the right to attach an appropriate fee for additional time granted. The custodian on duty has the authority of the Board of Education to request persons on the premises at 9:30 p.m. to leave so that he/she may clear the area and close the school building.
7. Only those facilities and items of equipment that were requested and approved may be used by the applicant.
8. The approved application is valid only for use on the date or dates, at the hours, and for the purpose specified in the application.
9. The approved application must be exhibited upon request to any representative of the Board of Education.
10. The Board of Education reserves the right to impose a charge for the use of the premises according to the services rendered.
11. There shall be no smoking on school property.

12. The Board of Education reserves the privilege of requiring its custodians and/or security officers to be on duty during such use.
13. No application is valid unless signed by the Plant Facilities Administrator.
14. There shall be no gambling or use of intoxicating beverages at any time on the school premises. Such misapplication of school premises will automatically void any previous authorization given.
15. If refreshments are being served, such facts must be stated in the application, and the Plant Facilities Administrator reserves the right of designating the area where they may be served. Absolutely no food or drinks are allowed in the auditorium *and gymnasiums* at any time.
16. Applicants are responsible for breakage or damage to school property and shall reimburse the school district for said damages or breakage.
17. Applicants are responsible for maintaining adequate discipline for supervision of all event participants. Applicants should be particularly attentive to the appropriate supervision of children.
18. Only in extreme emergencies will verbal permission be given by a Plant Facilities Administrator for use of the buildings or grounds. A written notice, then, must be given to the custodian on duty in the areas concerned and a written form filled out at once for file purposes.
19. The school principal has the prior rights to the use of the school buildings and grounds and the Board of Education reserves the right to cancel any previously approved application for the use of premises if any unscheduled school activity arises which needs the use of the area.
20. The Board of Education reserves the right to cancel any approved application at any time for any reason that it may deem sufficient.
21. The Board of Education reserves the right to make changes and/or additions to these regulations at any time.
22. The policy of the Board of Education is that all meeting dates that fall during vacation periods are automatically canceled. However, upon the approval of the Plant Facilities Administrator, permission may be granted for vacation use if the groups using the buildings pay the district the appropriate rate deemed necessary in regard to the custodial staff.
23. The district sound and/or light systems cannot be altered in any way.
24. On the high school field, which abuts private residences, use shall be restricted as follows:

Sundays:	Not available for use
Saturdays:	8:00 a.m. to dusk

25. Whenever it becomes necessary to schedule a large number of people to use these fields, organizations wishing to do so may pay a fee for a custodian to open and monitor a building's bathroom.
26. When filing an application for use of a field, an organization containing a large number of participants will be required to submit a daily fields' usage schedule which will be forwarded to the security guards slated to be on duty.

# DRAFT

Board Revision 4/12/16

27. A damage security deposit *for the PAC* is required *in the amount of \$5000.00* to be submitted for each event. *A security fee of \$1000.00 is required for all other locations* [The amount of this deposit is to be determined by the Plant Facilities Administrator.]
28. All facility use fees (including all additional fees beyond the base use fee) must be paid in-full at least ten business days in advance of the date of facility use.

Revised: 2/12/13

**PUBLIC USE OF SCHOOL FACILITIES EXHIBIT - FEE SCHEDULE**

All groups will pay, in addition to the charges listed below, any custodial, cafeteria, and security wages and benefits deemed necessary by the Executive Director for Finance & Operations. Unless otherwise noted, an "event" is defined as up to eight hours of access to the facility (inclusive of set-up and breakdown).

Organizations declaring Not for Profit Status must submit proof (NYS Department of State Form DOS-1025).

		Voter Approved Budget, No Charge for:					
For Profit Group		Not for Profit Group 51% WB		Not For Profit Group less than 51% WB		Contingent or No Approved Budget	WB 51% 100%
Class Room	\$230	Class Room	\$0	Class Room	\$180	Class Room	\$115 \$230
K-8 Auditorium	\$560	K-8 Auditorium	\$0	K-8 Auditorium	\$420	K-8 Auditorium	\$280 \$560
Gymnasium	\$580	Gymnasium	\$0	Gymnasium	\$435	Gymnasium	\$290 \$580
Cafeteria	\$340	Cafeteria	\$0	Cafeteria	\$255	Cafeteria	\$170 \$340
Field	\$460	Field	\$0	Field	\$345	Field	\$230 \$460
Locker Room	\$340	Locker Room	\$0	Locker Room	\$255	Locker Room	\$170 \$340
Parking Lot	\$340	Parking Lot	\$0	Parking Lot	\$255	Parking Lot	\$170 \$340
HS Court Yard	\$250	HS Court Yard	\$0	HS Court Yard	\$190	HS Court Yard	\$125 \$250

If the Kitchen is needed in coordination of an event, the cafeteria workers' salary will be additional regardless of whether or not there is an approved budget.

## II. Use of the West Babylon High School Performing Arts Center by any Organization:

The event fee for use of the West Babylon High School Performing Arts Center is \$4,500.00 for an event of up to eight hours. An extended fee of [ \$210.00] \$562.50 per hour above the base fee applies for usage beyond eight hours during calendar day.

The event fee for use of the West Babylon High School Performing Arts Center for events such as dance competitions and concerts is \$9,000.00 for an event of up to eight hours. An extended fee of [ \$400.00] \$1,125.00 per hour above the base fee applies for usage beyond eight hours during a calendar

day. There will be a cancellation fee of \$750.00 imposed for any cancellation with less than 30 days notice.

Applicants may be approved for the use of the Performing Arts Center to conduct a rehearsal in advance of their scheduled event. Rehearsal use will be for a block of up to four hours. In such cases, the facility use fee for the rehearsal will be half the event fee (i.e. \$ 2,250.00 or \$4,500.00) plus expenses for additional services if needed.

The determination of which fee schedule applies is at the sole discretion of the West Babylon Schools.

The event fee includes the use of the Performing Arts Center, and outside of school hours; the high school lobby, two changing areas (generally, Cafeteria A, and the Senior Cafeteria), and two sets of bathrooms. A custodian and two technicians are assigned to each event.

Additional mandatory custodial and security services may apply. Determination of the extent of these mandatory services is at the sole discretion of the West Babylon Schools. The school district's staff will provide optional technical support for use of enhanced lighting, sound and stage capabilities. Technical support is provided at the rate of \$75.00 per hour for each support person.

Event sponsors are required to rent a dance floor (at their expense) for events that may damage the stage floor. All Performing Arts Center events require a minimum deposit of \$ 1,500.00 (cash or certified bank check). Additional deposits may be required.

The High School Courtyard may be used in conjunction with events held at the West Babylon High School Performing Arts Center. An additional security guard is required at a fee of \$25 per hour.

Promulgated: 12/08/2009

Revised: 11/27/2012

Revised: 4/28/15