

**MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES
REORGANIZATION MEETING**

Tuesday – July 8, 2014

AMENDED MINUTES

+					AGENDA ITEM:	ACTION TAKEN:
Josephine Bottitta	John Tulley	Danielle Hopkins	Michael Taylor	Marguerite O'Connor		
					<u>BOARD MEMBERS PRESENT</u>	
					Josephine Bottitta , John Tulley ,Danielle Hopkins , Marguerite O'Connor ,, also present were Dr. James Hunderfund, RoseLinda Ricca , Spiro Colaitis, Christopher Caputo and Florence Frazer	
					Absent were : Michael Taylor	Meeting called to order
					<u>I - CALL TO ORDER</u>	
M					The meeting was held in the Faculty Room at Malverne High School. Josephine Bottitta motioned to call the meeting to order at 6:30 pm	
Y	S Y	Y		Y	Seconded by John Tulley 4 Yes; No -0 Motion carried	Executive Session
M					<u>II -EXECUTIVE SESSION</u>	
					Josephine Bottitta motioned to adjourn to the executive session at 8:11pm	
Y	S Y	Y		Y	Seconded by John Tulley 4 Yes -. No-0 Motion carried	Meeting Reconvened
					<u>III MEETING RECOVERED</u>	
					Lisa Ridley , District Clerk opened the meeting at 8:18 pm	
					<u>IV -PLEDGE OF ALLEGIANCE</u>	Pledge of Allegiance
					Lisa Ridley, District Clerk led those present in the Pledge of Allegiance	
					<u>V - NOMINATION OF OFFICE AND ADMINISTRATION OF OATH</u>	Nomination of Board Members
Y	Y	S Y		M Y	Marguerite O'Connor motioned to nominate Josephine Bottitta for the position of Board President for the 2014/2015 school year Seconded by, John Tulley 4 Yes , No 0 Motion Carried	
M					Josephine Bottitta motioned to nominate Jack Tulley for the position of 1 ST Vice President for the 2014/2015 school year	
Y	Y	Y		S Y	Seconded by, Marguerite O'Connor 4 Yes, No 0 Motion Carried	
					John Tulley motioned to nominate Danielle Hopkins for the position of 2 nd Vice President for the 2014/2015 school year	
S Y	Y	Y		Y	Seconded by, Josephine Bottitta 4 Yes, No, 0 Motion Carried	
M					Josephine Bottitta motioned to approve the following appointments:	
Y	S Y	Y		Y	Seconded by, John Tulley 4 Yes, No,0 Motion Carried	
					Marguerite O'Connor voted no on Item VI. s.	

**MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES
REORGANIZATION MEETING**

Tuesday – July 8, 2014

<u>VI – APPOINTMENTS FOR 2014-2015 SCHOOL YEAR</u>		Approval
<p>A. <u>District Clerk</u></p> <p>B. <u>Assistant District Clerk</u></p> <p>C. <u>Treasurer of the District</u></p> <p>D. Voting Delegate NYSSBA</p> <p>E. Alternate Voting Delegate NYSSBA</p> <p>F. Purchasing Agent</p> <p>G. Alternate Purchasing Agent</p> <p>H. Asbestos Designee</p> <p>I. Attendance Officer</p> <p>J. Residency of Students Designee</p> <p>K. Records Access Officer</p> <p>L. Certificate of Payroll</p> <p>M. Council of Record</p> <p>N. Labor Counsel</p> <p>O. External Auditors</p> <p>P. Internal Auditors</p> <p>Q. Independent Claim Auditor</p> <p>R. Accountants</p> <p>S. School Physician</p> <p>T. Extra Classroom Activities</p> <p>U. Insurance Brokers of Record</p> <p style="padding-left: 20px;">a. Employee Benefits</p> <p style="padding-left: 20px;">b. Liability</p> <p style="padding-left: 20px;">c. NYS Disability Insurance</p> <p>V. Depositories of School District Funds</p> <p style="padding-left: 20px;">a. JP Morgan Chase</p> <p style="padding-left: 20px;">b. Bank of America</p> <p style="padding-left: 20px;">c. State Bank of Long Island</p> <p>W. Designation of Signatories for all School Warrants Dr. James H. Hunderfund and Christopher Caputo.</p> <p>X. Designation of District Newspaper Newsday, Malverne Herald, Lynbrook Herald</p> <p>Y. Fiscal Advisor</p> <p>Z. Bond Counsel</p> <p>AA. Liason For Homeless Children & Youth-</p> <p>BB. Title IX Coordinator</p> <p>CC. Section 504 Coordinator</p> <p>DD. Sexual Harassment Compliant Officer</p> <p>EE. District Pesticide Representative</p> <p>FF. Superintendent's Hearing Officer</p> <p>GG. DASA Coordinator</p> <p>HH. Third Party administrator of 403(b) and 457 plans:</p> <p>II. Architect: Environmental Consultants:</p>	<p>Mrs. Lisa Ridley</p> <p>Mrs. Alana Maher</p> <p>Mr. Arthur R. Venezia</p> <p>President</p> <p>1st Vice President</p> <p>Dr. Spiro Colaitis</p> <p>Christopher Caputo</p> <p>Dr. Spiro Colaitis</p> <p>Dr. Spiro Colaitis</p> <p>Dr. Spiro Colaitis</p> <p>Dr. Spiro Colaitis</p> <p>Lisa Ridley</p> <p>Christophe Caputo</p> <p>Frazer & Feldman, LLP</p> <p>Frazer & Feldman, LLP</p> <p>R.S. Abrams, LLP</p> <p>Nawrocki and Smith LLP</p> <p>Peter Brady</p> <p>Cullen and Danowski</p> <p>Dr. Michelle Reed</p> <p>Timothy Young</p> <p>J.J. Stanis & Co.</p> <p>New York School</p> <p>Insurance Reciprocal</p> <p>(NYSIR)</p> <p>State Insurance</p> <p>NYMAC (for Tax Anticipation Note Officer and Bond Anticipation</p> <p>Hawkins, Delafield & Wood</p> <p>Spiro Colaitis</p> <p>Patricia Desormeau</p> <p>Meredyth Martini</p> <p>Rose Linda Ricca</p> <p>Spiro Colaitis</p> <p>Dr. James Tolle</p> <p>District Wide- Daniel Nehlsen</p> <p>MHS- Vincent Romano</p> <p>Joe Aquino</p> <p>HTH – Steven Gilhuley</p> <p>Matt Rosen</p> <p>DA- Ed Tallon</p> <p>Eileen Duffy Traslavina</p> <p>MWD- Margaret McDaid</p> <p>Jamie Carter-Jorif</p> <p>Omni Group, Inc</p> <p>BJLJ. Engineers & Arch</p> <p>J.C. Broderick & Associates</p>	<p>District Clerk</p> <p>Assistant District Clerk</p> <p>Treasurer of the District</p> <p>Purchasing Agent</p> <p>Alternate Purchasing Agent</p> <p>Asbestos Designee,</p> <p>Attendance Officer</p> <p>Residency of Students, Counsel of Record</p> <p>Negotiating Attorney</p> <p>Independent Auditors</p> <p>Insurance Brokers of record</p> <p>, Depositories of School Warrants, Designation of District Newspapers</p> <p>Fiscal Advisor</p> <p>Bond Counsel,</p> <p>Title IX Coordinator</p> <p>Sexual Harassment Officer,</p> <p>District Pesticide Representative</p> <p>Superintendent Hearing Officer</p>
<u>VII A. AUTHORIZATION SIGNATORIES AND FACSIMILE SIGNATURES FOR DISTRICT BANK ACCOUNTS</u>		

**MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES
REORGANIZATION MEETING**

Tuesday – July 8, 2014

				<p>1. Board President, Treasurer and Business Administrator as the Signatories for the District’s Bank Accounts: JP Morgan Chase</p> <p>2. All checks to be signed by the Board of Education President and the District’s Treasurer.</p> <p>3. Authorize the use of a facsimile imprint of the Treasurer’s signature And the Board President’s signature on all checks.</p> <p><u>B. BOND FOR DISTRICT TREASURER AND BUSINESS ADMINISTRATOR</u></p> <p>Authorize a bond for the District Treasurer and the Business Administrator</p> <p><u>C. SIGNATORY FOR TAX ANTICIPATION NOTE</u> Designate the Board President and the District Clerk as signatories for single manual signature required on Tax Anticipation Notes.</p> <p><u>D. APPOINTMENT OF TAX SHELTERED ANNUITY PROGRAM</u> Appointment of OMNI GROUP as billing and disbursing agent for tax- sheltered annuity program for fiscal year 2014-2015 for the employees of the Malverne U. F. S. D.</p> <p><u>E. AUTHORIZATION TO MAKE TRANSFER OF FUNDS</u> Authorize the Superintendent of Schools to make “transfer of funds “pursuant to Board of Education Policy # 5330 and to make final transfers necessary to balance all accounts as of June 30th of each year.</p> <p><u>F. AUTHORIZATION TO CERTIFY PAYROLLS</u> Authorize the Superintendent of Schools or Business Administrator to certify payrolls each month. (Ed. Law 1720: Commissioner’s Regulation 170.2)</p> <p><u>G. SIGNATORY OF FEDERAL PROJECTS</u> Appoint the Superintendent of Schools for the 2014-2015 school year as the authorized representative and official of the Malverne UFSD to submit applications and make claims for Federal Funds under all applicable Federal Laws as may be required with the Business Administrator as alternate.</p> <p><u>H. DESIGNATION OF ADVISORY COUNCIL OCCUPATIONAL EDUCATION</u> WHEREAS, the New York State Education Law requires that each school district shall have an advisory council for occupational education or in the alternative may designate the advisory council of Nassau BOCES to serve as council, for vocational offerings in the local school district; and WHEREAS, Nassau BOCES has stated that they agree to have their Council for Occupational Education represent the interests of the Malverne UFSD for this special interest area, all in conformance with the Education Law, NOW THEREFORE, BE RESOLVED THAT the Board of Education of the Malverne UFSD hereby designates the Nassau BOCES Advisory Council for Occupational Education as their Council for Vocational offerings for the School District during the 2014-2015 school year for the fee of \$350.</p>	<p>Authorization of Signatories and Facsimile Signatures for District Bank Accounts</p> <p>Bond to District Treasurer and Business Administrator</p> <p>Signatory for Tax Anticipation Notes</p> <p>Appointment for Tax Sheltered Annuity Program</p> <p>Authorization to make Transfer of Funds</p> <p>Authorization to Certify Payrolls</p> <p>Signatory of Federal Projects</p> <p>Designation of Advisory Council for Occupational Education</p>
--	--	--	--	---	--

**MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES
REORGANIZATION MEETING**

Tuesday – July 8, 2014

I. SIGNATORY OF STATE FUNDS PROJECTS

Appoint the Superintendent of Schools for the 2014-2015 school year as the authorized representative and official of the Malverne UFSD to submit applications and make claims for Federal Funds under all applicable State Laws as may be required with the Business Administrator as alternate.

J. IMPARTIAL HEARING OFFICER

Recommendation that the Board of Education approves the attached list of Impartial Hearing Officers.

K. BOARD OF EDUCATION MEETINGS, CALENDAR

August 26	Regular Meeting
September 9	Regular Meeting
October 14	Regular Meeting
November 18	Regular Meeting
December 9	Regular Meeting
January 13	Regular Meeting/Budget Development
February 10	Regular Meeting/Presentation of 2015-2016 Proposed Budget Overview
February 24	Budget Review & Public Discussion
March 03	Budget Review and Public Discussion
March 10	Regular Meeting
March 17	Budget Review & Public Discussion
April 14	Regular Meeting/Public Discussion Budget Adoption
April 22	BOCES Budget Vote
May 12	Regular Meeting/Budget Hearing and Public Discussion
May 19	District Budget Vote & Board Election
June 09	Regular Meeting
June 23	Statewide Budget Revote (if necessary)
July 14	Regular Meeting/Annual Reorganization Meeting

L. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS

Persons to administer these funds in the amount of \$100 each for 2014-2015 school year.

Christopher Caputo	Administration
Mrs. Lisa Ridley	Administration
Mr. Vincent Romano, Principal	Malverne High School
Mr. Steven Gilhuley, Principal	Howard T. Herber School
Mr. Edward Tallon, Principal	Davison Avenue School
Mrs Margaret McDaid, Principal	Maurice W. Downing School

M. APPOINTMENT OF SUPERVISOR OF ATTENDANCE REGISTERS

Ms. Janine Gillen	Malverne High School
Ms. Diane Tomani	Howard T. Herber Middle School
Ms. Rosemary Jacobson	Davison Avenue School
Mrs. Kathleen Hochmuth	Maurice W. Downing School

Appointment of Impartial Hearing Officers

Board of Education Meetings 2014-2015

Authorization to Establish Petty Cash Funds

Appointment of Supervisor of Attendance Registers

**MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES
REORGANIZATION MEETING**

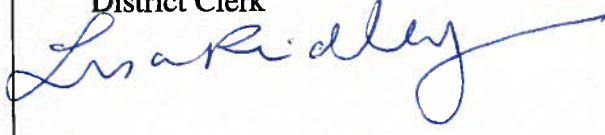
Tuesday – July 8, 2014

				<p><u>N APPOINTMENT OF THE 2014-2015 COMMITTEE ON SPECIAL EDUCATION</u></p> <p>Meredyth I. Martini CSE Chairperson Michael Bralla, Psychologist Alternate CSE Chairperson Mindy DaSilva Psychologist and Alternate Chairperson Ralph DiFore Psychologist and Alternate Chairperson</p> <p>At least one regular education teacher of the student if the child is or may be participating in the regular education environment.</p> <ul style="list-style-type: none"> • At least one special education teacher or special education provider (ie, related service provider of the student. • The parents or persons in parental relationship to the student • An Individual who can interpret the instructional implications of evaluation process. <p>Other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the school district of the parent(s) shall designate; Student with disability, where appropriate.</p>	<p>Appointment of the 2014-2015 Committee on Special Education</p>
				<p><u>O. APPOINTMENT OF 2014-2015 COMMITTEE ON PRESCHOOL SPECIAL EDUCATION</u></p> <p>Mindy DaSilva CPSE Chairperson Meredyth Martini Alternate Chairperson Ralph DiFore Alternate Chairperson Michael Bralla Alternate Chairperson Yuisa Colon Alternate Chairperson</p> <ul style="list-style-type: none"> • A regular education teacher of the child whenever the child is or may be participating in the regular education environment • A special education teacher of the child, or, if appropriate, a special education provider of the child • Appropriately certified or licensed professional from the Department of Health’s Early Intervention Program (if appropriate) • Appropriately certified or licensed professional from the municipality • Parent(s) of the preschool child <p>The following persons are recommended to be appointed to both the CSE and CPSE. Dr. Michele Reed , Physician Mrs. Denise Douglas ,Alternating Parent Member Mrs. Denise Douglas is recommended to be appointed as surrogate parent</p>	<p>Appointment of 2014-2015 Committee on Pre-School Special Education</p> <p>Appointment of the 2014-2015 to Both CSE and CPSE</p>

MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION

MINUTES
REORGANIZATION MEETING

Tuesday – July 8, 2014

				<p>P. <u>APPROVAL OF RELIGIOUS DAYS CALENDAR 2014-2015</u></p> <p>Eid al Fitr Rosh Hashanah Hanukkah Epiphany Ramadan</p> <p>R. <u>WELLNESS COMMITTEE 2014/2015</u></p> <ol style="list-style-type: none">1. Christopher Caputo. Co-chairperson2. Patricia Desormeau- Co-Chairperson3. Vincent Romano – Principal4. Steve Gilhuley - Principal5. Ed Tallon – Principal6. Margaret McDaid – Principal7. Kim Erker (Aramark)8. Lisa Gress-Teacher- HTH9. Stacy Clayton –Teacher-HTH10. Joe Dunn-Teacher-MWD11. Maura Spar-Teacher -MWD12. Randy Brook Sussman-Teacher- MHS13. Lisa Staab-Teacher MHS14. Bill Bennett – Teacher- DA15. Caroline Farkas-Teacher-DA16. Joyce Berry-Parent17. Amy Fehn-Parent18. Student Council President – High School <p>VIII <u>ADJOURNMENT</u></p> <p>Marguerite O'Connor moved to adjourn the Annual Reorganization Meeting at 8:28 pm Seconded by Josephine Bottitta 4 Yes, No 0 Motion carried</p> <p>Respectfully submitted Lisa Ridley, District Clerk</p> 	<p>Approval of Religious Days Calendar 2014-2015</p> <p>Approval of Wellness Committee 2014/2015</p> <p>Approval of Adjournment</p>		
S							
Y	Y	Y	Y				