

**REVISED ON JUNE 11, 2018**  
**MALVERNE UNION FREE SCHOOL DISTRICT**  
**Regular Board of Education Meeting**  
**Tuesday June 12, 2018**  
**8:00 P.M.**

**BOARD MEMBERS**

Josephine Bottitta, **President**  
Jeanne D'Esposito, **1st Vice President**  
Danielle Hopkins **2nd Vice President**  
Marguerite O'Connor, **Trustee**  
Phyllis M. Tinsely, **Trustee**

**ADMINISTRATION**

Dr. James H. Hunderfund, **Superintendent**  
Steven Gilhuley, **Assistant Superintendent of Curriculum and Instruction**  
Dr. Spiro Colaitis, **Assistant Superintendent of District Operations**  
Christopher Caputo, **Business Administrator**

**BOARD OFFICER**

Lisa Ridley, **District Clerk**  
Daniel Balzan, **Treasurer**

**BOARD COUNSEL**

Frazer & Feldman, LLP

**AGENDA**

**I. CALL TO ORDER**

**II. EXECUTIVE SESSION**

**III. PLEDGE OF ALLEGIANCE**

**IV. MINUTES**

Approval of May 10 2018 Regular Board of Education Meeting Minutes  
Approval of May 15, 2018 Annual Election Minutes

**V. TREASURER'S REPORT**

Approval of May 2018 Treasurer's Report

**VI. RECEIPTS OF FINANCIAL REPORTS**

- A. Claims Audit Reports: May 2018
- B. Trial Balance Reports May 2018
- C. Revenue Status Reports: May 2018
- D. Appropriation Status Reports: May 2018
- E. Cash Flow Status Report: May 2018
- F. . Budget transfers under \$20,000 Report: May 2018

**VII. COMMUNICATIONS**

**VIII. SUPERINTENDENT'S REPORT/ ANNOUNCEMENT**

1. Board Member Recognition
2. Middle School Valedictorian/Salutatorian
3. NY State Scholar Athlete Teams
4. Nassau County Track & Field Championship Awards

**IX. PERSONNEL**

- A. Terminations  
Civil Service (1)
- B. Resignations  
Teachers (1)  
  
Civil Service (3)
- C. Leaves of Absence  
None
- D. Appointments
  1. Administrators (1)
  2. Teachers/Teacher Assistants (6)
  3. Civil Service (3)
  4. Rescission of Advisor (1)
  5. Co-Curricular Activities –MHS (4)
  6. Co- Curricular –HTH (2)
  7. Interscholastic -2017-2018 (1)
  8. Homebound Tutoring & RAP 2017/2018 (1)
  9. Summer Mentoring Success Program 2018/2019 (4)
  10. Nurse for checking Immunization –MWD 2018/2019 (1)
  11. Interscholastic -2018/2019 (1)
  12. Co-Curricular Activities –MWD 2018/2019 (18)
  13. CSE/CPSE Meetings (11)
  14. Meal Program Coordinator 2018/2018 (1)
  15. Summer Custodial 2018/2019 (36)
  16. Detention Supervisors –HTH 2018/2019 (4)
  17. Curriculum Assistants –HTH 2018/2019 (2)
  18. Summer Math Club (3)
  19. Time Peace Coordinator (1)
  20. Summer Book Club –Davison 2018/2019 (6)
  21. Co-Curricular Activities –MHS 2018/2019 (51)
  22. Camp Read-a lot Program 2018/2019 (26)
  23. Summer ENL Program 2018/2019 (2)

24. Finance Manager Administrator 2018/2019 (1)
25. Web Page Designer 2018/2019 (1)
26. Detention Supervisors and Saturday Detention Supervisors  
MHS 2018/2019 (4)
27. Homework Center –MHS 2018/2019 (6)
28. Substitute Teacher Service 2018/2019 (1)
29. Curriculum Facilitator –MHS 2018/2019 (2)
30. Curriculum Facilitator –HTH 2018/2019 (1)
31. Summer Band Camp -2018/2019 (14)
32. Marching Band Outside Contractors 2018/2019 (10)
33. Extended Day Band Rehearsals –Davison Avenue 2018/2019 (3)
34. Extended Day Band Rehearsals – HTH 2018/2019 (2)
35. Language Support Team Coordinator 2018/2019 (1)
36. Curriculum Writing 2018/2019 (206)

**E. Supplemental**

Appoint the following personnel for homebound Tutoring, Twilight School, Afterschool Instruction, Supervision, RAP Classes, After School & Summer Regents Scorers, Proctoring, Grading, AP Review Classes, AIS Classes, Assessment/Regents Grading and Saturday Academy for the 2018/2019 school year (206)

- F.** Appoint all active employees of the Malverne School District to supervise athletic events and student activities for the 2018/2019 school year.

**XI. NEW BUSINESS**

**A. TAX ANTICIPATION NOTE RESOLUTION OF MALVERNE UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JUNE 12, 2018, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$5,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2019**

RESOLVED BY THE BOARD OF EDUCATION OF MALVERNE UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF NASSAU, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called “Notes”) of Malverne Union Free School District, in the County of Nassau, New York (herein called “District”), in the principal amount of not to exceed \$5,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called “Law”).

Section 2. The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2018, and ending June 30, 2019, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

(b) The Notes shall mature within the period of one year from the date of their issuance.

(c) The Notes are not issued in renewal of other notes.

(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute tax certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

**B. Funding of Employee Benefit Accrued Liability Reserve (EBALR) Fund**

**BE IT RESOLVED**, that the Board of Education of the Malverne Union Free School District hereby directs that the Business Administrator take the necessary action to transfer an amount not to exceed the sum of FIVE HUNDRED THOUSAND (\$500,000.00) DOLLARS from the General Fund's unassigned fund balance into the previously established Employee Benefit Accrued Liability Reserve (EBALR) Fund.

**C. Funding of Retirement Contribution Reserve Fund**

**BE IT RESOLVED**, that the Board of Education of the Malverne Union Free School District hereby directs that the Business Administrator take the necessary action to transfer an amount not to exceed the sum of NINE HUNDRED THOUSAND (\$900,000.00) DOLLARS from the General Fund's unassigned fund balance into the previously established Retirement Contribution Reserve Fund for the purpose of financing contributions to the Employees' Retirement System.

**D. Funding of Capital Reserve II Fund**

**BE IT RESOLVED**, that the Board of Education of the Malverne Union Free School District hereby directs that the Business Administrator take the necessary action to transfer an amount not to exceed the sum of TWO MILLION (\$2,000,000.00) DOLLARS, from the General Fund's unassigned fund balance into the Capital Reserve II Fund, the creation of which reserve was authorized by the District's voters on May 20, 2014.

**E. BE IT HEREBY RESOLVED** that the Board of Education of the Malverne Union Free School District approves the contract with **DeBetta Mind Body, Inc., for the Mindfulness Workshop that was held on May 21, 2018, at Maurice W. Downing Elementary School.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

**F. BE IT HEREBY RESOLVED** that the Board of Education of the Malverne Union Free School District approves the contract renewal with **Guardian Bus Company, Inc., for emergency school bus rentals, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- G.** BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District agrees to add the **Half Hollow Hills School District to the Carpet & Tile Installation Contract and the Sound, Lighting & Stage Rigging (Purchase, Install & Repair) for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- H.** BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Pitney Bowes, for One Folding Machine and Two Stamp Machines, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- I.** BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **The Nassau County Police Department to participate in the Nassau County Alert Domain Awareness System (ADAS) for the 2017-2018 & 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- J.** BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District agrees to add the **Byram Hills Central School District to the Carpet & Tile Installation Bid, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- K.** BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Holger O. Fietkau, to train new bus drivers according to 19A Certification Requirements, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

L. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **ThyssenKrupp Elevator Corporation for Maintenance Service at Davison Avenue, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

M. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the following **transportation contracts, for the 2018-2019 summer school session:**

ACME

The Henry Viscardi School  
NSSA The Martin C. Barell School

DELL

The Birch School

SUBURBAN

Martin DePorres High School – Rockaway Park  
UPC – Roosevelt

VETERANS

Lincoln Orens Middle School  
Martin DePorres School – Elmont  
New Hyde Park Memorial High School  
Roslyn High School

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

N. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the **extension of the RFP's of the Special Education Consultant Service Providers, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- O. BE IT HEREBY RESOLVED** that the Board of Education of the Malverne Union Free School District approves the contract with **Marie Hanke, to assist and train the new Account Clerk in the Business Office, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- P. BE IT HEREBY RESOLVED** that the Board of Education of the Malverne Union Free School District approves the contract with **Carol McBreen, to assist and train the new Account Clerk in the Business Office, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- Q. BE IT HEREBY RESOLVED** that the Board of Education of the Malverne Union Free School District approves the contract renewal with **AssetWorks, LLC, for professional inventory and appraisal services, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- R. BE IT HEREBY RESOLVED** that the Board of Education of the Malverne Union Free School District approves the contract renewal with **The Omni Group, as Billing Disbursing Agent, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- S. BE IT HEREBY RESOLVED** that the Board of Education of the Malverne Union Free School District approves the contract renewal with **J.J. Stanis & Co., for the renewal of the Self Insured Dental, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

- T. BE IT HEREBY RESOLVED** that the Board of Education of the Malverne Union Free School District approves the contract with **Deborah Smith, for Payroll/Human Resources Services, for the 2018-2019 school year.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.



U. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Parsons Commercial, LLC for the Flooring Contract for the Fine Arts Center Building Addition, STEM Labs, and Office Renovation.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

V. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **SimplexGrinnell, LP for the Fire Alarm Contract for the Fine Arts Center Building Addition, STEM Labs, and Office Renovation.**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

W. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the **Payable Health & Welfare Contracts** with the following district:  
**Great Neck UFSD**  
**Jericho UFSD**  
**Manhasset UFSD**

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said contract.

X. **WHEREAS**, the Board is in receipt of Phase I Environmental Site Assessment of H2M Architects and Engineers regarding premises commonly known as 12 Central Avenue, Lynbrook, NY which premises is the subject of contract of purchase and sale dated on or about May 14, 2018 whereby the District proposes to acquire said premises for the sum of \$400,000.00, and

**WHEREAS**, the Board is satisfied with the condition of the premises as reflected in said assessment and does not wish to conduct further environmental assessment, now therefore be it

**RESOLVED**, that the conditions reflected in the aforesaid assessment be and hereby are declared to be acceptable; that no further environmental assessment of the premises be conducted; and that the Superintendent and/or the Assistant Superintendent for District Operations be and hereby is/are authorized and directed to take any and all actions necessary to consummate the aforesaid contract of purchase and sale in accordance with its terms.

Y. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the terms of the Memorandum of Agreement dated June 12, 2018 between the District and the Malverne Administrator's Association implementing changes to the parties 2016-19 collective bargaining agreement and the salary placement of the Director of Physical Education, Health and Athletics on the amended salary schedule; and

BE IT FURTHER RESOLVED that the Board authorizes the Board President to execute said Memorandum of Agreement on behalf of the Board.

**XII. POLICIES**

1. Approval of revised School Food Service Program (Lunch and Breakfast)  
Policy # 5660

2. 1<sup>st</sup> Reading of Policy # 7224 – Graduation Ceremonies

**XIII. CURRICULUM MATTERS / STUDENTS SERVICES**

BE IT HEREBY RESOLVED that the Board of Education approves the recommendations at the June 12, 2018 Board of Education meeting made by the Committee on Special Education for meetings held 03/06/18, 03/12/2018,03/13/2018,03/26/2018,04/11/2018,04/16/2018, 04/17/2018,04/20/2018,04/23/2018,04/24/2018,04/25/2018,04/28/2018, 05/01/2018,05/02/2018,05/03/2018, 05/04/2018, 05/07/2018, 05/08/2018, 05/09/2018 and 05/18/2018

BE IT FURTHER RESOLVED that the Board of Education approves the recommendations made by the Subcommittee on Special Education for meetings held on 02/06/2018, 02/07/2018, 02/16/2018,02/27/2018,03/06/2018,03/06/2018, 03/12/2018, 03/15/2018, 03/16/2018, 03/20/2018/ 03/22/2018, 03/23/2018/03/26/2018, 03/27/2018/03/28/2018/04/11/2018, 04/20/2018/04/25/2018,and 05/10/2018 and by the Committee on Preschool Education for the meetings held on 04/13/2018,04/23/2018, 04/27/2018,04/30/2018,05/02/2018, 05/04/2018,05/08/2018, 05/09/2018, 05/11/2018,05/15/2018,05/16/2018,05/17/2018,05/23/2018, and 05/31/2018.

**XIV. GENERAL DISCUSSION**

**XV. PUBLIC PARTICIPATION**

**XVI. DATES TO REMEMBER**

June 22 Last Day of School for students

July 10 Regular and Re-Organization Board of Education Meeting  
@8:00 pm - Malverne High School Library

August 28 Regular Board of Education Meeting  
MHS Library

**XVII. ADJOURNMENT**