

REVISED ON JUNE 15, 2020
MALVERNE UNION FREE SCHOOL DISTRICT
Regular Board of Education Meeting
June 16, 2020
8:00 P.M.

BOARD MEMBERS

Danielle Hopkins, **President**
Phyllis Tinsley, **1st Vice President**
Laura Avvinti, **2nd Vice President**
Josephine Bottitta, **Trustee**
Jeanne D'Esposito, **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, **Assistant Superintendent for Business**

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 26, 2020 Regular Board of Education Meeting Minutes

V. TREASURER'S REPORT

Approval of May 2020 Treasurer's Report

VI. RECEIPTS OF FINANCIAL REPORTS

- A. Claims Audit Reports: May 2020
- B. Trial Balance Reports May 2020
- C. Revenue Status Reports: May 2020
- D. Appropriation Status Reports: May 2020
- E. Cash Flow Status Report: May 2020
- F. Budget transfers \$20,000 Report: May 2020

VII. COMMUNICATIONS

VIII. SUPERINTENDENT'S REPORT/ ANNOUNCEMENT

IX. PERSONNEL

- A. Terminations
None
- B. Resignations
Administration (1)
- C. Leaves of Absence
None
- D. Appointments
 - 1. Administration (1)
 - 2. Teachers/Teacher (4)
 - 3. Rescission of Advisors -MHS (1)
 - 4. Co-Curricular Activities -MHS (2)
 - 5. Nurse for checking Immunizations & Summer Registrations (5)
 - 6. Co-Curricular Activities -MWD 2020/2021 (18)
 - 7. Co- Curricular Activities -DA 2020/2021 (19)
 - 8. Time Piece Coordinator (1)
 - 9. Finance Manager -Administrator (1)
 - 10. Web Page Designer (1)
 - 11. Substitute Teacher Service -2020-2021 (1)
 - 12. Special Education Testing Coordinator (2020/2021) (1)
 - 13. Salary Increase (2)
 - 14. Interscholastic -2020-2021 (96)
 - 15. Co-Curricular Activities HTH (36)
 - 16. Co-Curricular Activities -MHS (55)
 - 17. Salary Increase -2021 (1)
- E. Supplemental
Appoint all active employees of the Malverne School District to supervise athletic events and student activities for the 2020-2021 school year.

XI. NEW BUSINESS

- A.** BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District appoints the following election workers for the purpose of working the **Absentee Ballot Budget/Trustee Vote** on June 16, 2020 at the established pay rate: Lisa Ridley, Vanessa Prophet, Jack Prophet, Paul DaSilva, Theresa Berry, Kate McDermott, Denise Lawlor, Rosa Weissman, Joseph Lewis, Angela Martin, Chris Caputo, and Daniel Balzan.

The following two duly qualified voters of said School District are hereby appointed as members of the Board of Registration of said school District until June 30, 2020: Vanessa Prophet and Paul DaSilva

- B.** Funding of Retirement Contribution Reserve Fund (ERS)

BE IT RESOLVED, that the Board of Education of the Malverne Union Free School District hereby directs that the Assistant Superintendent for Business 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 Retirement Contribution Reserve Fund for the purpose of financing contributions to the Employees' Retirement System.

- C.** 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 Assistant Superintendent for Business take the necessary action to transfer an amount not to exceed the sum of TWO MILLION FIVE HUNDRED THIRTY-NINE THOUSAND TWO HUNDRED NINETY-THREE AND SEVEN TENTHS (\$2,539,293.70) 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.

- D.** Funding of Unemployment Insurance Reserve Fund

BE IT RESOLVED, that the Board of Education of the Malverne Union Free School District hereby directs that the Assistant Superintendent for Business take the necessary action to transfer an amount not to exceed the sum of SIXTY THOUSAND (\$60,000.00) DOLLARS from the General Fund's unassigned fund balance into the previously established Unemployment Insurance Reserve Fund.

E. Funding of Reserve for Teacher Retirement System Contribution Sub-Fund (TRS)

BE IT RESOLVED, that the Board of Education of the Malverne Union Free School District hereby directs that the Assistant Superintendent for Business take the necessary action to transfer an amount not to exceed the sum of FOUR HUNDRED FORTY THOUSAND (\$440,000.00) DOLLARS from the General Fund's unassigned fund balance into the previously established Reserve for Teacher Retirement System Contribution Sub-Fund for the purpose of financing contributions to the Teachers' Retirement System.

F. 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 Assistant Superintendent for Business take the necessary action to transfer an amount not to exceed the sum of ONE HUNDRED THOUSAND (\$100,000.00) DOLLARS from the General Fund's unassigned fund balance into the previously established Employee Benefit Accrued Liability Reserve (EBALR) Fund

G. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Rockville Centre School District** for related services for the 2020/2021 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 renewal with **Bellmore Business Systems, for Typewriter Repair Service, for the 2020-2021 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 **eWorks Electronic Services Inc., for recycling and disposal of computer equipment, for the 2020-2021 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 approves the contract with **Health Source Group, to provide nursing assistance, for the 2020-2021 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 **Home Care Therapies LLC dba Horizon Healthcare Staffing, for nursing services, for the 2020-2021 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 **Ivy Rehab Physical Therapy, PLLC, for Certified Athletic Training Services, for the 2020-2021 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 contract with **Johnson Controls, for the District Wide Fire Alarm System, for the 2020-2021 school year.**

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 contract renewal with **The Nassau County Police Department to participate in the Nassau County Alert Domain Awareness System (ADAS) for the 2020-2021 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 **American Registry for Internet Numbers, Ltd., to provide Internet/Technology Services, for the 2020-2021 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 **Peter Brady, as the Claims Auditor, for the 2020-2021 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 for **Group Life & Long Term Disability Services with Brown & Brown of Garden City, for the 2020-2021 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 with **Capital Markets Advisors, LLC, as Fiscal Advisors, for the 2020-2021 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 with **Commercial Travelers /Wellfleet Special Risk Life Insurance Company, for the Student Accident Policy, for the 2020-2021 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 renewal with **Finance Manager, for Software Maintenance and Support Services, for the 2020-2021 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 **Marie Hanke, to assist and train the new Account Clerk in the Business Office, for the 2020-2021 school year.**

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 annual support quote with **Heartland School Solutions, for Cafeteria Point of Sale Services, for the 2020-2021 school year.**

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 contract renewal with **New York State Insurance Fund, to provide Short Term Disability Insurance, for the 2020-2021 school year.**

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

- X. 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 2020-2021 school year.**

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

Y. 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 2020-2021 school year.**

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

Z. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Garden City Public Schools** for the 2019-2020 school year.

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

AA. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **All About Kids, SLP, OT, PT, LMSW, Psychology, LLC** for related services the 2020-2021 school year.

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

BB. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Access 7 Services, services, Inc.** for related services for the 2020-2021 school year.

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

CC. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **NY Therapy Placement Services Inc.** for related services for the 2020-2021 school year.

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

DD. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Christian Nursing Registry, Inc.** for nursing services for the 2020-2021 school year.

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

EE. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Milestones in Home Care ,Inc.** for nursing services for the 2020-2021 school year.

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

FF. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Consulting That Makes a Difference Inc.** for consulting services for the 2020-2021 school year.

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

GG. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Syosset Home Tutoring Inc.** for tutoring services for 2020-2021 school year.

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

HH. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Zycron Industries Inc.** for the 2020-2021 school year.

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

II. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Apex Therapeutic Services** for nursing services for 2020-2021 school year.

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

JJ. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Metro Therapy Inc.** for related services for the 2020-2021 school year.

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

KK. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Bayada Home Health Care Inc.** for nursing services for the 2020-2021 school year.

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

LL. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract renewal with **J.J. Stanis and Company, Inc. for Group Vision, for the 2020-2021 school year.**

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

MM. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District accepts the **AMENDED** contract renewal for **External Auditing Services** from **R. S. Abrams & Co., LLP, for the 2020-2021 school year.**

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

NN. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **School Aid Specialists, LLC, to provide State Aid Recovery Services, for the 2020-2021 school year.**

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

- OO.** BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the following **PAYABLE Health & Welfare Contracts** for the 2019-2020 school year:

Manhasset Public Schools

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

- PP.** BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District agrees to add the **Elwood UFSD to the Carpet & Tile Installation Bid, for the 2020-2021 school year.**

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

- QQ.** 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, 2020 between the District and the Malverne Supervisors' Association regarding the terms and conditions of employment for the members of the supervisors' bargaining unit; and

BE IT FURTHER RESOLVED that the President of the Board be authorized to execute the resulting collective bargaining agreement on behalf of the Board.

- RR.** BE IT RESOLVED THAT the Board of Education of the Malverne Union Free School District, hereby approves a supplemental Employment Agreement dated as of June 15, 2020, between the District and Middle School Principal Daniel Nehlsen for additional duties; and

BE IT FURTHER RESOLVED THAT the President of the Board of Education be authorized to execute said Agreement on behalf of the Board.

- SS.** BE IT RESOLVED THAT the Board of Education of the Malverne Union Free School District, hereby approves a supplemental Employment Agreement dated as of June 15, 2020, between the District and Director of Guidance Rebecca Gottesman for additional duties; and

BE IT FURTHER RESOLVED THAT the President of the Board of Education be authorized to execute said Agreement on behalf of the Board.

- TT.** BE IT RESOLVED THAT the Board of Education of the Malverne Union Free School District, hereby approves a supplemental Employment Agreement dated as of June 15, 2020, between the District and Senior Personnel Clerk Denise Lawlor for additional duties; and

BE IT FURTHER RESOLVED THAT the President of the Board of Education be authorized to execute said Agreement on behalf of the Board.

- UU.** BE IT RESOLVED THAT the Board of Education of the Malverne Union Free School District, hereby approves an Employment Agreement dated as of June 15, 2020, between the District and Christopher Caputo as Assistant Superintendent for Business; and

BE IT FURTHER RESOLVED THAT the President of the Board of Education be authorized to execute said Agreement on behalf of the Board.

- VV.** BE IT RESOLVED THAT the Board of Education of the Malverne Union Free School District, hereby approves an Employment Agreement dated as of June 15, 2020, between the District and Daniel Balzan as Assistant Administrator for Business; and

BE IT FURTHER RESOLVED THAT the President of the Board of Education be authorized to execute said Agreement on behalf of the Board; and

BE IT FURTHER RESOLVED THAT the Board of Education hereby appoints Daniel Balzan to serve as Assistant Administrator for Business effective July 1, 2020, upon the terms and conditions set forth in said Agreement.

- WW. TAX ANTICIPATION NOTE RESOLUTION OF MALVERNE UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JUNE 16, 2020, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$6,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2021**

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 \$6,000,000, 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, 2020, and ending June 30, 2021, 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.

- XX.** BE IT FURTHER RSOLVED that the Board of Education of the Malverne Union Free Schools District shall approve the following transfer of funds for the 2019/ 2020 school year as recommended by the Superintendent of schools.

Account Code	Account Description	Out	In
A9060.801.00	Health Insurance	200,000	
A1620.406.00	Repairs		200,000
A2250.471.00	Tuition - Public Schools		30,000
A2250.472.00	Tuition - Non Public Schools		62,000
A2250.490.00	BOCES - Special Ed Tuition		96,000
A2855.150.01	Salaries - Coaching - MHS	60,000	
A2855.150.02	Salaries - Coaching - HTH	16,000	
A2280.490.00	BOCES - Occ Ed Tuition	22,800	
A2250.400.00	Contractual & Other - Special Ed	45,000	
A2110.141.03	Salaries - Substitute Teacher - DAV	44,200	

XII. POLICIES

Approval of revised Policy #5410 – Purchasing

First reading of (New) Policy #5411 – Contracting for Professional Services

XIII. CURRICULUM MATTERS / STUDENTS SERVICES

BE IT HEREBY RESOLVED that the Board of Education approves the recommendations at the June 16, 2020 Board of Education meeting made by the Committee on Special Education for meetings held on 2/26/2020, 2/27/2020, 3/27/2020,3/31/2020, 4/07/2020, 4/21/2020, and 5/05/2020

BE IT FURTHER RESOLVED that the Board of Education approves the recommendations made by the Subcommittee on Special Education for meetings held on 2/4/2020, 2/05/2020, 2/11/2020, 2/14/2020,2/25/2020, 2/27/2020, 3/02/2020, 3/03/2020, 3/04/2020, 3/05/2020, 3/09/2020, 3/10/2020, 3/11/2020, 3/16/2020, 3/18/2020,3/19/2020, 3/20/2020, 3//23/2020, 3/24/2020, 3/25/ 2020, 3/20/2020, 3/31/2020 3/20 4/01/2020, 4/14/2020, 4/16/2020, 4/21/2020, 4/23/2020 , 5/01/2020, and 5/12/2020 and Preschool Education for the 3/18/2020, 3/24/2020, 3/20/2020/ 3/26/2020, 3/27/2020, 3/31/2020, 4/02/2020, 5/12/2020, 5/14/2020, 5/20/2020.

XIV. GENERAL DISCUSSION

XV. PUBLIC PARTICIPATION

XVI. DATES TO REMEMBER

XVII. ADJOURNMENT