

MALVERNE UNION FREE SCHOOL DISTRICT
Board of Education Re-organization Meeting
Tuesday July 9, 2013
8:00 P.M.

BOARD MEMBERS

Marguerite O'Connor, **President**
Danielle 1st **Vice President**
Michael Taylor, 2nd **Vice President**
Josephine Bottitta **Trustee**
John Tulley, **Trustee**

ADMINISTRATION

Dr. James H. Hunderfund **Superintendent**
Richard Banyon, **Deputy Superintendent**
Spiro Colaitis, **Assistant Superintendent for**
District Operations
Thomas P. McDaid Jr. Esq; **Business Administrator**

BOARD OFFICERS

Lisa Ridley, **District Clerk**
Arthur R. Venezia, **Treasurer**

BOARD COUNSEL

Frazer & Feldman, LLP

AGENDA

I CALL TO ORDER

II EXECUTIVE SESSION

III PLEDGE OF ALLEGIANCE

IV NOMINATION OF OFFICE AND ADMINISTRATION OF OATH

- A. President
- B. First Vice-President
- C. Second Vice President

APPOINTMENTS FOR 2013-2014 SCHOOL YEAR

A. District Clerk	Lisa Ridley
B. Assistant District Clerk	Alana Maher
C. Treasurer of the District	Arthur R. Venezia
D. Voting Delegate NYSSBA	President
E. Alternate Voting Delegate NYSSBA	1 st Vice President
F. Purchasing Agent	Spiro Colaitis
G. Alternate Purchasing Agent	Thomas P. McDaid Jr.
H. Asbestos Designee	Spiro Colaitis
I. Attendance Officer	Daniel Nehlsen
J. Student Residency Officer	Spiro Colaitis
K. Records Access Officer	Lisa Ridley
L. Chief Payroll Certification Officer	Thomas P. McDaid Jr.
M. Counsel of Record	Frazer & Feldman, LLP
N. Negotiating Attorney	Frazer & Feldman,LLP
O. External Auditors	R.S.Abrams,LLP
P. Internal Auditors	Nawrocki Smith ,LLP
Q. Accountants	Cullen and Danowski, LLP
R. Independent Claim Auditor	Peter Brady
S. Extra Classroom Activities	Timothy Young
T. Insurance Brokers of Record	
a. Employee Benefits	J.J. Stanis & Co.
b. Liability	New York School Insurance Reciprocal (NYSIR) State Insurance
c. NYS Disability Insurance	J.P Morgan Chase
U. Depositories of School District Funds	Dr. James H. Hunderfund
V. Designation of Signatories for all School Warrants	Thomas P. McDaid Jr
W. Designation of District Newspaper	Newsday Malverne/Lynbrook Herald,
X. Fiscal Advisor	NYMAC Tax Anticipation Note Officer and Bond Anticipation Note Officer
Y. Liaison For Homeless Children & Youth	TBA
Z. Bond Counsel	Hawkins, Delafield & Wood
AA. Title IX Coordinator	Patricia Desormeau
BB. Section 504 Coordinator	Meredyth Martini
CC. Sexual Harassment Complaint Officer	TBA
DD. District Pesticide Representative	Spiro Colaitis
EE. Superintendent's Hearing Officer	Dr. James Tolle

- FF.** DASA Coordinators
- MHS Christopher Brescia
 Joe Aquino
 MS – Dan Nehlsen
 Matt Rosen
 DA Ed Tallon
 Eileen Duffy Translavia
 MWD Margaret McDaid
 Janie Carter –Jorif
- GG.** Third party administrator of 403(b) and 457 plans:
 Omni Group, Inc
- HH.** Architect: BJJ Engineers & Arch.,Inc..
- II.** Environmental Consultants: J.C. Broderick & Associates

VI A. AUTHORIZATION OF SIGNATORIES AND FACSIMILE SIGNATURES FOR DISTRICT BANK ACCOUNTS

1. Board President, Treasurer, and Business Administrator as the signatories for the District’s Bank Accounts , JP Morgan Chase,
2. All checks to be signed by the Board of Education President and the District’s Treasurer
3. Authorize the use of a facsimile imprint of the Treasurer’s signature and the Board President’s signature on all checks

B. BOND FOR DISTRICT TREASURER AND BUSINESS ADMINSTRATOR

Authorize bond for the District Treasurer and the Business Administrator

C. SIGNATORY FOR BOND ANTICIPANTATION NOTE

Designate the Board President and the District Clerk as the signatories for single manual signature required on Bond Anticipation Notes.

D. SIGNATORY FOR TAX ANTICIPANTATION NOTE

Designate the Board President and the District Clerk as the signatories for single manual signature required on TAX Anticipation Notes.

E. APPOINTMENT OF TAX SHELTERED ANNUITY PROGRAM

Appointment of OMNI GROUP as billing and disbursing agent for tax sheltered annuity program for fiscal year 2013-2014 for the employees of the Malverne UFSD.

F. AUTHORIZATION TO MAKE TRANSFER OF FUNDS

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.

G. AUTHORIZATION TO CERTIFY PAYROLLS

Authorize the Superintendent of Schools or Business Administrator to certify payrolls each month
(Ed. Law 1720: Commissioner’s Regulation 170.2)

H. SIGNATORY OF FEDERAL FUNDS PROJECTS

Appoint the Superintendent of Schools for the 2013-2014 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 state alternate

I. SIGNATORY OF STATE FUNDS PROJECTS

Appoint the Superintendent of Schools for the 2013-2014 school year as the authorized representative and official of the Malverne UFSD, to submit applications and make claims for State Funds under all applicable State Laws as may be required with the Business Administrator as state alternate

J. DESIGNATION OF ADVISORY COUNCIL OCCUPATIONAL EDUCATION

WHEREAS, the New York State Education Law requires that each School district shall have an advisory council for occupational education or 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 interests area, all in conformance with the Education of the Malverne USFD hereby designates the Nassau BOCES Advisory Council for Occupational Education as their Council for Vocational offerings for the School District during the 2013-2014 school year for the fee of \$350

K. IMPARTIAL HEARING OFFICER

Recommendation that the Board of Education approve the attached list of Impartial Hearing Officers

L. BOARD OF EDUCATION MEETINGS, CALENDAR 2013-2014

August 27, 2013	Regular Meeting
September 10, 2013	Regular Meeting
October 08, 2013	Regular Meeting
November 12, 2013	Regular Meeting
December 10, 2013	Regular Meeting
January 14, 2014	Regular Meeting/Budget Development
February 11, 2014	Regular Meeting
February 25, 2014	Budget Review Meeting and Public Discussion
March 11, 2014	Regular Meeting/Budget Review and Public Discussion
March 18, 2014	Budget Review Meeting
April 8, 2014	Regular Meeting/Public Discussion Budget Adoption
May 13, 2014	Regular Meeting/Budget Hearing and Public Discussion
May 20, 2014	Trustee and Budget Vote
June 11, 2014	Regular Meeting
June 17, 2014	Statewide Budget revote (if necessary)
July 08, 2014	Regular Meeting Annual Reorganization Meeting

M. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS

Persons to administer these funds in the amount of \$100 each for 2013-2014 school year.

Mr. Thomas McDaid Jr.	Administration
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

N. APPOINTMENT OF SUPERVISOR OF ATTENDANCE REGISTERS

Phyllis Schoeling	Malverne High School
TBA	Howard T. Herber School
Ms Rosemary Jacobson	Davison Avenue Schools
Mrs. Kathleen Hochmuth	Maurice W. Downing School

O. APPOINTMENT OF COMMITTEE ON SPECIAL EDUCATION 2013-2014

Meredyth I. Martini	CSE Chairperson
Michael Bralla	Alternate CSE Chairperson
Yuisa Colon	Psychologist and Alternate Chairperson
Ralph DiFiore	Psychologist and Alternate Chairperson

- At least one regular education teacher of the student if the child is or may be participating in the regular education environment.
- 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;
- 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.
- Parent Member (only on request)

P. APPOINTMENT OF 2013-2014
COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

Mindy DaSilva	CPSE Chairperson
Meredyth Martini	Alternate Chairperson
Michael Bralla	Alternate Chairperson
Ralph DiFoire	Alternate Chairperson
Yuisa Colon	Alternate Chairperson

- Representative of evaluating agency
- 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 for the child.
- Nancy Beatty, Jodie Towsky, Sharon Chesner(alternating speech teachers)
- Elizabeth Connolly , Shannon DeSantis (Alternating occupational therepists)
- Appropriately certified or licensed professional from the Department of Health’s Early Intervention Program (if appropriate)
- 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
- Parent Member

Q. APPOINTMENT OF 2013-2014 ON CSE SUBCOMMITTEES

- Michael Bralla , Chairperson-Davison Avenue Elementary School
- Yuisa Colon, Chairperson –Malverne High School
- Mindy DaSilva, Chairperson – Howard T. Herber Middle School
- Ralph DiFiore, Chairperson –Maurice Downing Elementary School
- At least one regular education teacher of the student if the child is or may be Participating in the regular education environment
- 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
- Student with disability, where appropriate
- 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;

R. APPOINTMENT OF 2013-2014 TO BOTH THE CSE AND CPSE

- Dr. Michele C. Reed, Physician
- Mari-Lee Carroll, Alternating Parent Member
- Mrs. Denise Douglas, Alternating Parent Member
- In addition Mrs. Carroll is the surrogate parent

S. .WELLNESS COMMITTEE 2013/2014

1. Thomas P. McDaid, Jr. Co-chairperson
2. Patricia Desormeau- Co-Chairperson
3. Danielle Hopkins- Board Member
4. Vincent Romano – Principal
5. Steve Gilhuley - Principal
6. Ed Tallon – Principal
7. Margaret McDaid – Principal
8. Kim Erker (Aramark)
9. Pat Ward- Nurse
10. Andrea Murphy- Parent
11. Amy Fehn- Parent
12. Joyce Berry- Parent
13. Joe Dunn – Teacher- MWD
14. Maura Spar Teacher- MWD
15. Anna Terrado– Teacher- HTH
16. Trish Medley – Teacher- Teacher- HTH
17. Randy Brook Sussman– Teacher- MHS
18. Lisa Staab – Teacher- MHS
19. Caroline Andretta– Teacher- DA
20. Bill Bennett – Teacher- DA
21. Student Council President – High School

T. APPROVAL OF RELIGIOUS DAYS CALENDAR 2013-2014

Rosh Hashanah
Sukkot
Shemini Atzeret
Simhat Torah
Hanukkah

- U.** BE IT RESOLVED, that the Board of Education of the Malverne Union Free School District approve the free and reduced lunch program income eligibility schedule for the 2013-2014 school year.
- V.** BE IT RESOLVED, that the Board of Education of the Malverne Union Free School District approve Malverne Union Free School District participation in the Federal Lunch Program for the 2013-2014 school year.
- W.** BE IT RESOLVED, that the Board of Education of the Malverne Union Free School District Designate the use of the IRS mileage reimbursement rate to compensate employees and board members for use of personal vehicle for district business.

- X. BE IT RESOLVED, that the Board of Education of the Malverne Union Free School District authorize the attendance at conferences, conventions and workshops by members of the Board of Education and Superintendent during the 2013-2014 school year.

- Y. BE IT RESOLVED, that the Board of Education of the Malverne Union Free School District authorize the Superintendent to approve the attendance at conferences, conventions and workshops of district employees during the 2013-2014 school year.

- Z. BE IT HEREBY RESOLVED, that the Board of Education of the Malverne Union Free School District readopts all policies, as filed in the official Board Policy Manual

- AA. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District authorize, in the absence of the President of the Board of Education, the 1st Vice President of the Board of Education to be the presiding officer of meetings and further authorize the 1st Vice President of the Board of Education to execute any and all documents in the absence of the Board President, upon which the Board has taken action and in the absence of the 1st Vice President of the Board of Education the 2nd Vice President be the presiding officer of meetings and to execute any and all documents.

VII. ADJOURNMENT