

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

**MINUTES
REORGANIZATION MEETING**

Tuesday – July 7, 2015

					AGENDA ITEM:	ACTION TAKEN:
					<u>BOARD MEMBERS PRESENT</u>	
					Josephine Bottitta , John Tulley ,Danielle Hopkins , Marguerite O'Connor ,, also present were Dr. James Hunderfund, RoseLinda Ricca , Christopher Caputo, Daniel Balzan and Florence Frazer	
					Absent were: Spiro Colaitis	
					<u>I - CALL TO ORDER</u>	Meeting called to order
M				S	The meeting was held in the Faculty Room at Malverne High School. John Tulley motioned to call the meeting to order at 6:45 pm	
Y	Y	Y	Y	Y	Seconded by Michael Taylor 5 Yes; No -0 Motion carried	
					<u>II -EXECUTIVE SESSION</u>	Executive Session
M				S	John Tulley motioned to retire into the executive session at 6:45 pm	
Y	Y	Y	Y	Y	Seconded by Marguerite O'Connor 5 Yes -. No-0 Motion carried	
					<u>III MEETING RECOVERED</u>	Meeting Reconvened
					Lisa Ridley , District Clerk opened the meeting at 8:45pm	
					<u>IV -PLEDGE OF ALLEGIANCE</u>	Pledge of Allegiance
					Lisa Ridley, District Clerk lead the public in the Pledge of Allegiance	
					Josephine Bottitta lead the public with a moment of silence in the passing of	Moment of Silence
					1. The 9 people that died in Charleston SC.	
					2. The passing of longtime resident Diana Walker a graduate of Malverne High School and resident of Lakeview community.	
					<u>V – NOMINATION OF OFFICE AND ADMINISTRATION OF OATH</u>	Nomination of Board Members
				M	Marguerite O'Connor motioned to nominate John Tulley for the position of Board President for the 2015/2016 school year	
Y	Y	S	Y	Y	Seconded by, Josephine Bottitta 5 Yes , No 0 Motion Carried	
					Josephine Bottitta motioned to nominate Danielle Hopkins for the position of 1 ST Vice President for the 2015/2016 school year	
S		M			Seconded by, John Tulley	
Y	Y	Y	Y	Y	5 Yes, No 0 Motion Carried	
					Marguerite O'Connor motioned to nominate Josephine Bottitta for the position of 2 nd Vice President for the 2015/2016 school year	
S		M			Seconded by, John Tulley	
Y	Y	Y	Y	Y	5 Yes, No, 0 Motion Carried	

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Y	S Y	Y	M Y	Y	<p>Marguerite O'Connor motioned to approve the following consent agenda items : 5 -6Y Seconded by, Danielle Hopkins 5 Yes, No,0 Motion Carried</p> <p><u>VI --APPOINTMENTS FOR 2015-2016 SCHOOL YEAR</u></p> <p>A. District Clerk Lisa Ridley B. Assistant District Clerk Alana Maher C. Treasurer of the District Daniel Balzan D. Deputy Treasurer Denise Shimborske E. Voting Delegate NYSSBA President F. Alternate Voting Delegate NYSSBA 1st Vice President G. Purchasing Agent Dr. Spiro Colaitis H. Alternate Purchasing Agent Christopher Caputo I. Asbestos Designee Dr. Spiro Colaitis. J. Attendance Officer Dr. Spiro Colaitis K. Student Residency Officer Dr. Spiro Colaitis L. Records Access Officer Lisa Ridley M. Chief Payroll Certification Officer Christopher Caputo N. Counsel of Record Frazer & Feldman, LLP O. Labor Counsel Frazer & Feldman, LLP P. External Auditors R.S.Abrams, LLP Q. Internal Auditors Nawrocki Smith ,LLP R. Accountants Cullen and Danowski, LLP S. Independent Claim Auditor Peter Brady T. School Physician Dr. Michele C. Reed U. Extra Classroom Activities Timothy Young V. Insurance Brokers of Record a. Employee Benefits J.J. Stanis b. Liability Brown and Brown New York School Insurance Reciprocal (NYSIR) State Insurance c. NYS Disability Insurance JP Morgan Chase W. Depositories of School District Funds X. Designation of Signatories for all School Warrants Dr. James H. Hunderfund and Christopher Caputo Y. Designation of District Newspaper Newsday Malverne/Lynbrook Herald Z. Fiscal Advisor Capital Markets Advisors LLC. (for Tax Anticipation Note Officer and Bond Anticipation Note Officer)</p> <p>AA. Liaison For Homeless Children & Youth Dr. Spiro Colaitis BB. Bond Counsel Hawkins, Delafield & Wood CC. Title IX Coordinator Patricia Desormeau DD. Section 504 Coordinator Meredith Martini EE. Sexual Harassment Complaint Officer RoseLinda Ricca FF. District Pesticide Representative Dr. Spiro Colaitis gg. Superintendent's Hearing Officer Dr. James Tolle hh. DASA Coordinator District Wide Daniel Nehlsen</p>	<p>Approval Appointments District Clerk Assistant District Clerk Treasurer of the District Purchasing Agent Alternate Purchasing Agent Asbestos Designee, Attendance Officer Residency of Students, Counsel of Record Negotiating Attorney Independent Auditors Insurance Brokers of record ,Depositories o School Warrants, Designation of District Newspapers Fiscal Advisor Bond Counsel, Title IX Coordinator Sexual Harassment Officer, District Pesticide Representative</p> <p>Superintenden Hearing Officer</p>
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	<p>MHS-Vincent Romano Joe Aquino HTH – Steven Gilhuley Matt Rosen DA-Ed Tallon Eileen Duffy Traslavina MWD Margaret McDaid Jamie Carter-Jorif</p> <p>II. Third Party Administrator of 403(b) and 457 plans: Omni Group, Inc. JJ. Architect: BJLJ. Engineers & Architects Environmental Consultants: J.C. Broderick & Associates</p> <p>VII A. <u>AUTHORIZATION SIGNATORIES AND FACSIMILE SIGNATURES FOR DISTRICT BANK ACCOUNTS</u></p> <p>1. Board President, Treasurer, Deputy 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, the Deputy Treasurer(if necessary) and the District’s Treasurer 3. Authorize the use of a facsimile imprint of the Treasurer’s signature, Deputy Treasurer (if necessary) and the Board President’s signature on all checks.</p> <p>B. <u>BOND FOR DISTRICT TREASURER AND BUSINESS ADMINISTRATOR</u></p> <p>Authorize bond for the District Treasurer, Deputy Treasurer and the Business Administrator.</p> <p>C. <u>SIGNATORY FOR TAX ANTICIPATION NOTE</u></p> <p>Designate the Board President and the District Clerk as signatories for single manual signature required on Tax Anticipation Notes.</p> <p>D. <u>APPOINTMENT OF TAX SHELTERED ANNUITY PROGRAM</u></p> <p>Appointment of OMNI GROUP as billing and disbursing agent for tax-sheltered annuity program for fiscal year 2015-2016 for the Employees of the Malverne U. F. S. D.</p> <p>E. <u>AUTHORIZATION TO MAKE TRANSFER OF FUNDS</u></p> <p>Authorize the Superintendent of Schools to make final transfers necessary to balance all accounts as of June 30th of each year.</p> <p>F. <u>AUTHORIZATION TO CERTIFY PAYROLLS</u></p> <p>Authorize the Superintendent of Schools or Business Administrator to Certify payrolls each month. (Ed. Law 1720: Commissioner’s Regulation 170.2)</p>	<p>Authorization of Signatories and Facismile 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>
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					<p><u>L. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS</u></p> <p>Persons to administer these funds in the amount of \$100 each for 2015-2016 school year.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Christopher Caputo</td> <td style="width: 50%;">Administration</td> </tr> <tr> <td>Mrs. Lisa Ridley</td> <td>Administration</td> </tr> <tr> <td>Mr. Vincent Romano , Principal</td> <td>Malverne High School</td> </tr> <tr> <td>Mr. Steven Gilhuley, Principal</td> <td>Howard T. Herber School</td> </tr> <tr> <td>Mr. Edward Tallon, Principal</td> <td>Davison Avenue School</td> </tr> <tr> <td>Mrs Margaret McDaid, Principal</td> <td>Maurice W. Downing School</td> </tr> </table>	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	<p>Authorization to Establish Petty Cash Funds</p>
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																	
					<p><u>M. APPOINTMENT OF SUPERVISOR OF ATTENDANCE REGISTERS</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Ms. Janine Gillen</td> <td style="width: 50%;">Malverne High School</td> </tr> <tr> <td>Ms. Diane Tomani</td> <td>Howard T. Herber Middle School</td> </tr> <tr> <td>Ms. Rosemary Jacobson</td> <td>Davison Avenue School</td> </tr> <tr> <td>Mrs. Kathleen Hochmuth</td> <td>Maurice W. Downing School</td> </tr> </table>	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	<p>Appointment of Supervisor of Attendance Registers</p>				
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																	
					<p><u>N APPOINTMENT OF THE 2015-2016 COMMITTEE ON SPECIAL EDUCATION</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Meredith I. Martini</td> <td style="width: 50%;">CSE Chairperson</td> </tr> <tr> <td>Michael Bralla, Psychologist</td> <td>Alternate CSE Chairperson</td> </tr> <tr> <td>Mindy DaSilva</td> <td>Psychologist and Alternate Chairperson</td> </tr> <tr> <td>Ralph DiFore</td> <td>Psychologist and Alternate Chairperson</td> </tr> </table> <ul style="list-style-type: none"> • 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. 	Meredith I. Martini	CSE Chairperson	Michael Bralla, Psychologist	Alternate CSE Chairperson	Mindy DaSilva	Psychologist and Alternate Chairperson	Ralph DiFore	Psychologist and Alternate Chairperson	<p>Appointment of the 2015-2016 Committee on Special Education</p>				
Meredith I. Martini	CSE Chairperson																	
Michael Bralla, Psychologist	Alternate CSE Chairperson																	
Mindy DaSilva	Psychologist and Alternate Chairperson																	
Ralph DiFore	Psychologist and Alternate Chairperson																	
					<p><u>O. APPOINTMENT OF 2015-2016 COMMITTEE ON PRESCHOOL SPECIAL EDUCATION</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Mindy DaSilva</td> <td style="width: 50%;">CPSE Chairperson</td> </tr> <tr> <td>Meredyth Martini</td> <td>Alternate Chairperson</td> </tr> <tr> <td>Ralph DiFore</td> <td>Alternate Chairperson</td> </tr> <tr> <td>Michael Bralla</td> <td>Alternate Chairperson</td> </tr> <tr> <td>Yuisa Colon</td> <td>Alternate Chairperson</td> </tr> </table> <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 	Mindy DaSilva	CPSE Chairperson	Meredyth Martini	Alternate Chairperson	Ralph DiFore	Alternate Chairperson	Michael Bralla	Alternate Chairperson	Yuisa Colon	Alternate Chairperson	<p>Appointment of the 2015-2016 CPSE</p>		
Mindy DaSilva	CPSE Chairperson																	
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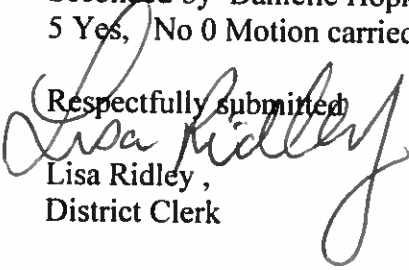
Tuesday – July 7, 2015

					<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> <hr/> <p>P. <u>WELLNESS COMMITTEE 2015/2016</u></p> <ol style="list-style-type: none"> 1. Christopher Caputo. Co-chairperson 2. Patricia Desormeau- Co-Chairperson 3. Vincent Romano – Principal 4. Steve Gilhuley – Principal 5. Ed Tallon – Principal 6. Margaret McDaid – Principal 7. Kim Erker (Aramark) 8. Lisa Gress-Teacher- HTH 9. Stacy Clayton –Teacher-HTH 10. Joe Dunn-Teacher-MWD 11. Maura Spar-Teacher -MWD 12. Randye Brook Sussman-Teacher- MHS 13. Lisa Staab-Teacher MHS 14. Bill Bennett – Teacher- DA 15. Caroline Farkas-Teacher-DA 16. Joyce Berry-Parent 17. Amy Fehn-Parent 18. Student Council President – High School 19. <p>Q. APPROVAL OF WEEK DAY RELIGIOUS CALENDAR 2015-2016</p> <p>Eid al Fitr Rosh Hashanah Hanukkah Epiphany Ramadan</p> <p>R. 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 2015-2016 school year.</p> <p>S. 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 2015-2016 school year.</p> <p>T. 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.</p>	<p>Approval of Wellness Committee 2015/2016</p> <p>Approval of Religious Days Calendar 2015 2016</p> <p>Approval Of free and reduced lunch program income eligibility schedule</p> <p>Approval Of Federal Lunch Program</p> <p>Approval of the use of the IRS mileage reimbursemen rate</p>
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					<p>U. 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 2015-2016 school year.</p> <p>V. 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 2015-2016 school year.</p> <p>W. 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.</p> <p>X. 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.</p> <p>VIII <u>ADJOURNMENT</u></p> <p>Marguerite O'Connor moved to adjourn the Reorganization Meeting at 9:01pm Seconded by Danielle Hopkins 5 Yes, No 0 Motion carried</p> <p><i>(Respectfully submitted)</i>  Lisa Ridley, District Clerk</p>	<p>Approval of Authorization Of attendance at conferences, conventions and workshop by members o the Board of Education and Superintenden</p> <p>Approval of Re-adoption of policies, as filed in the official Board Policy Manua</p> <p>Approval of 1st Vice President To execute Any and all documents in the absence of the Board President,</p> <p>Approval of Adjournment</p>
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