

MALVERNE UNION FREE SCHOOL DISTRICT
Board of Education Reorganization Meeting

Tuesday July 5, 2016
8:00 P.M.

BOARD MEMBERS

John Tulley, President
Danielle Hopkins, 1st Vice President
Josephine Bottitta, 2nd Vice President
Jeanne D'Esposito, Trustee
Marguerite O'Connor, Trustee

ADMINISTRATION

Dr. James H. Hunderfund, Superintendent
Roselinda Ricca, Assistant Superintendent for
Curriculum Instruction
Dr. Spiro Colaitis, Assistant Superintendent for
District Operations
Christopher Caputo, Business Administrator

BOARD OFFICERS

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 **NOMINATION OF OFFICE AND ADMINISTRATION OF OATH**
 - A. President
 - B. First Vice-President
 - C. Second Vice President

V APPOINTMENTS FOR 2016-2017 SCHOOL YEAR

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	1 st 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. Michelle C. Reed
U.	Extra Classroom Activities	Timothy Young
V.	Insurance Brokers of Record	
	a. Employee Benefits	JJ. Stanis & Co.
		Brown and Brown
	b. Liability	New York School
		Insurance Reciprocal
		(NYSIR)
	c. NYS Disability Insurance	State Insurance
W.	Depositories of School District Funds	JP Morgan Chase
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)
AA.	Liaison For Homeless Children & Youth	Dr. Spiro Colaitis
BB.	Bond Counsel	Hawkins, Delafield & Wood
CC.	Title IX Coordinator	TBA
DD.	Section 504 Coordinator	Meredyth Martini

EE. Sexual Harassment Complaint Officer Steven Gilhuley
FF. District Pesticide Representative Dr. Spiro Colaitis
GG. Superintendent's Hearing Officer Dr. James Tolle

HH. DASA Coordinator District Wide – Daniel Nehlsen
MHS- Vincent Romano
Joe Aquino
HTH – Daniel Nehlsen
Matt Rosen
DA Ed Tallon
Martine Laventure
MWD Margaret McDaid
Jamie Carter –Jorif

II. Third party administrator of 403(b)
and 457 plans: Omni Group,Inc.
JJ. Architect TBA
Environmental Consultants: TBA

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

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 and the District's Treasurer, and Deputy Treasurer (if necessary)
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

**B. BOND FOR DISTRICT TREASURER AND BUSINESS
ADMINISTRATOR, DEPUTY TREASURER**

Authorize bond for the District Treasurer, Deputy Treasurer and the Business Administrator

C. SIGNATORY FOR BOND ANTICIPATION 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 ANTICIPATION 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 2016-2017 for the employees of the Malverne UFSD.

F. AUTHORIZATION TO MAKE TRANSFER OF FUNDS

Authorize the Superintendent of Schools 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 2016-2017 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 2016-2017 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 2016-2017 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 2016-2017

August	23	Regular Meeting
September	13	Regular Meeting
October	11	Regular Meeting
November	15	Regular Meeting
December	13	Regular Meeting
January	10	Regular Meeting/Budget Development
February	14	Regular Meeting/Presentation of 2017-2018 Proposed Budget Overview
February	28	Budget Review & Public Discussion
March	07	Budget Review and Public Discussion
March	14	Regular Meeting
March	21	Budget Review & Public Discussion
April	18	Regular Meeting/Public Discussion Budget Adoption
April	20	BOCES Budget Vote
May	9	Regular Meeting/Budget Hearing and Public Discussion
May	16	District Budget Vote & Board Election
June	09	Regular Meeting
June	13	Statewide Budget Revote (if necessary)
July	11	Regular Meeting/Annual Reorganization Meeting
August	22	Regular Meeting

M. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS

Persons to administer these funds in the amount of \$100 each for the 2016/2017 school year.

Mr. Christopher Caputo	Administration
Lisa Ridley	Administration
Mr. Vincent Romano, Principal	Malverne High School
Mr. Daniel Nehlsen, 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

Ms. Janine Gillen	Malverne High School
Ms. Diane Tomani	Howard T. Herber School
Ms Rosemary Jacobson	Davison Avenue Schools
Liz Niessing	Maurice W. Downing School

O. APPOINTMENT OF CSE 2016-2017

Meredyth I. Martini	CSE Chairperson
Michael Bralla,	Psychologist and Alternate Chairperson
Mindy DaSilva	Psychologist and Alternate Chairperson
Yuisa Colon	Psychologist and Alternate Chairperson
Ralph DiFore	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.

**P. APPOINTMENT OF 2016-2017
COMMITTEE OF PRESCHOOL EDUCATION**

Meredyth Martini	Alternate Chairperson
Ralph DiFore	Alternate Chairperson
Michael Bralla	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 of the child.
- Claire Conway, Jodie Towsky (alternating speech teachers)
- Appropriately certified or licensed professional from the Department of Health's Early Intervention Program(If appropriate)
- Appropriately certified licensed professional from the municipality
- Parent (s) of the preschool child
- The following persons are recommended to be appointed to both the CSE and CPSE , Dr. Michele Reed, Physician
Mrs. Denise Douglas –Alternating Parent
Mrs. Denise Douglas is recommended to be appointed as surrogate parent

Q. WELLNESS COMMITTEE 2016/2017

1. Christopher Caputo - Co-Chairperson
2. Athletic Director - Co-Chairperson
3. Vincent Romano – Principal
4. Dan Nehlsen – Principal
5. Ed Tallon – Principal
6. Margaret McDaid – Principal
7. Alyssa DeMonte – Aramark
8. Patricia Desormeau - Teacher
9. Joe Dunn – Teacher – MWD
10. Maura Spar – Teacher - MWD
11. Lisa Gress – Teacher – HTH
12. Stacey Clayton – Teacher – HTH
13. Randye Brook Sussman – Teacher – MHS
14. Lisa Staab – Teacher - MHS
15. Bill Bennett – Teacher - DA
16. Caroline Farkas – Teacher – DA
17. Joyce Berry – Parent
18. Amy Fehn - Parent
19. Student Council President – High School

- R. 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 2016-2017 school year.
- S. 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.
- T. 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 2016-2017 school year.
- U. 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 2016-2017 school year.
- V. 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.
- W. 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.

VII. ADJOURNMENT
