MINUTES REORGANIZATION MEETING

Tuesday – July 5, 2016

| John Tulley | Josephine Bottitta | Danielle Hopkins | Marguerite O'Connor | Jeanne D'Esposito | AGENDA ITEM: | ACTION TAKEN: |
|-----------------------|--------------------|------------------|------------------------|-------------------|--|--|
| - | | _ | | - | BOARD MEMBERS PRESENT | |
| | | | | : | John Tulley ,Danielle Hopkins, Josephine Bottitta, Marguerite O'Connor, and Jeanne D'Esposito , also present were Dr. James Hunderfund, RoseLinda Ricca, Steven Gilhuley ,Spiro Colaitis, Christopher Caputo and Jonathan Heidelberger, and Drew Blanton | i i |
| М | | | | S | I-CALL TO ORDER The meeting was held in Central Office conference room John Tulley motioned to call the meeting to order at 6:10pm Seconded by Josephine | Meeting called to order |
| Y M | Y | Υ | Υ | Υ | 5 Yes; 0 No Motion carried II -EXECUTIVE SESSION John Tulley motioned to retire into executive session at 6:10pm | Executive Session |
| Υ | S Y | Υ | Υ | Υ | Seconded by, Josephine Bottitta 5 Yes; 0 No, | |
| | | | | | IV -PLEDGE OF ALLEGIANCE | Meeting Reconvened Pledge of Allegiance |
| | S | | M | | V NOMINATION OF OFFICE AND ADMINISTRATION OF OATH Marguerite O'Conner motioned to nominate John Tulley for the position of Board President for the 2016/2017 school year Seconded by Josephine Bottitta | Nomination of Board Members |
| Y $^{\prime\prime}$ M | Y | Y | Y | Y | John Tulley motioned to nominate Josephine Bottitta for the | |
| Υ | Y | S | Y | 4 | position of 1 ST Vice President for the 2016/2017 school year seconded by, Danielle Hopkins. 5 Yes, No 0 Motion Carried | |
| V | | | М | S | Marguerite O'Connor motioned to nominate Danielle Hopkins for the position of 2 nd Vice President for the 2016/2017 school year Seconded by, Jeanne D'Esposito | |
| Υ | Y | Υ | Y | Y | 5 Yes, No, 0 Motion Carried | |
| Υ | M | Y | S | Y | Josephine Bottitta motioned to approve the following appointments: Seconded by, Marguerite O'Connor 5 Yes, No,0 Motion Carried | |

MINUTES REORGANIZATION MEETING

Tuesday – July 5, 2016

| | 1 uesuay – July 3, 2010 | | |
|-----------|---|---|----------------|
| VI | -APPOINTMENTS FOR 2016-2017 SCHO | OL YEAR | Approval |
| | AT TOM TIME NOT OTTED TO LOT TO STORE | VIII 1 E/111 | Appointments |
| | District Clerk | Lisa Ridley | District Clerk |
| B. | Assistant District Clerk | Alana Maher | Assistant |
| | Treasurer of the District | Daniel Balzan | District Clerk |
| | | Dennise Shimborske | Treasurer of |
| | | President | the District |
| | | 1st Vice President | Purchasing |
| | 5 5 | Dr.Spiro Colaitis | Agent |
| H H | 2 2 | - | Alternate |
| 1 1 1 1 1 | 2 5 | Christopher Caputo | Purchasing |
| | Asbestos Designee | Dr.Spiro Colaitis | Agent |
| J. | | Dr. Spiro Colaitis | Asbestos |
| K | , e | Dr. Spiro Colaitis | Designee, |
| L. | | Lisa Ridley | Attendance |
| | | Christophe Caputo | Officer |
| | Council of Record | Frazer & Feldman, LLP | Residency o |
| 0 | 2007 | Frazer & Feldman, LLP | Students, |
| | External Auditors | RS. Abrams, LLP | Counsel of |
| | . Internal Auditors | Nawrocki and Smith LLP | Record |
| | Independent Claim Auditor | Peter Brady | Negotiating |
| | | Cullen and Danowski | Attorney |
| | School Physician | Dr. Michelle Reed | Independent |
| U | 1000 | Timothy Young | Auditors |
| | | \$100P4 | Insurance |
| | a. Employee Benefits | J.J. Stanis & Co. | Brokers of |
| | | Brown and Brown | record |
| 1 [] [| b. Liability | New York School | |
| | | Insurance Reciprocal | 1 |
| | MA DE 1711 | (NYSIR) | |
| | c. NYS Disability Insurance | State Insurance | |
| | Depositories of School District Funds | JP Morgan Chase | Į. |
| X | | Dr. James H. Hunderfund | Depositories |
| | for all School Warrants | Christopher Caputo | of School |
| Y | December of District Mausenman | Newsday, | Warrants, |
| | Designation of District Newspaper | Malverne/Lynbrook | Designation |
| | | Herald | District |
| | | | Newspapers |
| Z | Fiscal Advisor | Capital Markets Advisors | Fiscal Advis |
| | | for Tax Anticipation | Bond Couns |
| | | Note Officer and | Title IX |
| | W | Bond | Coordinator |
| | A. Bond Counsel | Hawkins, Delafield & Wood | Sexual |
| B | B. Liason For Homeless Children & Youth | Spiro Colaitis | Harassmen |
| | C. Title IX Coordinator | TBA | Officer, |
| | D. Section 504 Coordinator | Meredyth Martini | District |
| | E. Sexual Harassment Compliant Officer | Steven Gilhuley | Pesticide |
| | F. District Pesticide Representative | Dr. Spiro Colaitis | Representa |
| | G. Superintendent's Hearing Officer | Dr. James Tolle | Superintend |
| 1 1 1 1 1 | IH. DASA Coordinator | District Wide-Daniel Nehlsen MHS- Vincent Romano | Hearing Off |
| | | Joe Aquino | |
| | | HTH –Steven Gilhuley | |
| | | Matt Rosen | |
| | | DA- Ed Tallon | |
| | | Maritine Laventure | |
| | | MWD-Margaret McDaid | |
| | \$5 F 250 A* 550 Lu 1 | Jamie Carter-Jorif | |
| | TPL: 1.1 Double of Justice and AD2/b) | Oi C I | 1 |

Third Party administrator of 403(b) and 457 plans:

JJ. Architect: Environmental Consultants:

Omni Group, Inc.

TBA

II.

MINUTES REORGANIZATION MEETING

Tuesday - July 5, 2016

| 7.0 | | | |
|-----|---|---|---------------------------------|
| | | | Authorization of Signatories |
| | | FOR DISTRICT BANK ACCOUNTS | and Facismile |
| | | | Signatures fo District Bank |
| | | 1. Board Fresident, Treasurer and Dusiness Administrator as the | Accounts |
| 1 | | 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 the district treasurer (if | |
| 1 | | necessary) | |
| | | 3. Authorize the use of a facsimile imprint of the Treasurer's | |
| | | signature, Deputy Treasurer and the Board President's signature | |
| | | on all checks. | Bond to |
| | | TO DOMING THE DISTRICT TO BASILDED RESINESS | District |
| | | ADMINISTRATOR AND DEPUTY TREASURER | Treasurer and Business |
| -1 | | | Administrator |
| | | Authorize a bond for the District Treasurer, Deputy Treasurer | |
| | | and the Business Administrator | Signatory for Tax |
| | | C SIGNATORY FOR TAX ANTICIPATION NOTE | Anticipation |
| | | Designate the Board President and the District Clerk as for single manual signature required on Tax Anticipation Notes. | Notes |
| | | for single manual signature required on Tax Anticipation Totes. | |
| | | | Appointment |
| | | D. APPOINTMENT OF TAX SHELTERED ANNUITY | for Tax Sheltered |
| | | PROGRAM | Annuity |
| | | Appointment of OMNI GROUP as billing and disbursing agent for tax- sheltered anguity program for fiscal year 2016-2017 for | Program |
| | | the employees of the Malverne U. F. S. D. | |
| | | | Authorization |
| | | E. AUTHORIZATION TO MAKE TRANSFER OF FUNDS | to make |
| | | Authorize the Superintendent of Schools to make final transfers necessary to balance all accounts as of June 30 th of each year. | Transfer of |
| | | necessary to barance an accounts as of June 30° of each year. | Funds |
| | | | Authorization |
| | | F. AUTHORIZATION TO CERTIFY PAYROLLS | to Certify |
| | | Authorize the Superintendent of Schools or Business | Payrolls |
| | | Administrator to certify payrolls each month. (Ed. Law 1720: Commissioner's Regulation 170.2) | |
| | | ted. Law 1720. Commissioner's Regulation 170.2) | |
| | | G. SIGNATORY OF FEDERAL PROJECTS | Signatory of |
| | | Appoint the Superintendent of Schools for the 2016-2017 school | Federal Projects |
| |] | year as the authorized representative and official of the Malverne | 1 10,000 |
| | | 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. | |
| | | | Designation |
| | | H. <u>DESIGNATION OF ADVISORY COUNCIL</u> | of Advisory |
| | | OCCUPATIONAL EDUCATION WHEREAS, the New York State Education Law requires that | Council for |
| | | WHEREAS, the New York State Education Law requires that each school district shall have an advisory council for | Occupational Education |
| | | occupational education or in the alternative may designate the | Luucalion |
| | | 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 interest area, all in conformance with the | |
| | | Or 3D for this special interest area, an in comormance with the | |

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MINUTES REORGANIZATION MEETING

Tuesday - July 5, 2016

Education Law, NOW THEREFORE, BE RESOLVED THAT the Board of Education of the Malverne UFSD 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.

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 Federal Funds under all applicable State Laws as may be required with the Business Administrator as alternate.

Signatory of State Funds Projects

J. IMPARTIAL HEARING OFFICER

Recommendation that the Board of Education approves the list of Impartial Hearing Officers.

Appointment of Impartial Hearing Officers

K. 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 | 44 | Regular Meeting/Presentation of 2017-2018 |
| | | 1 | Proposed Budget Overview |
| | February | 28 | Budget Review & Public Discussion |
| | March | 07 | Budget Review and Public Discussion |
| | March | 14 | Regular Meeting |
| Ħ | March | 21 | Budget Review & Public Discussion |
| - | April | 18 | Regular Meeting/Public Discussion Budget Adoption |
| | April | 20 | BOCES Budget Vote |
| | May | 09 | Regular Meeting/Budget Hearing and Public Discussion |
| 6 | May | 16 | District Budget Vote & Board Election |
| ĕ | Nunc | 09 | Regular Meeting |
| 7 | lund | T9 | Statewide Budget Revote (if necessary) |
| | July | 11 | Regular Meeting/Annual Reorganization Meeting |
| į. | August | 22 | Regular Meeting |
| | | | |

Board of Education Meetings 2016-2017

L. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS

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

Authorization to Establish Petty Cash Funds

| Christopher Caputo | Administration |
|---------------------------------|---------------------------|
| Mrs. 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 |

M. APPOINTMENT OF SUPERVISOR OF

ATTENDANCE_REGISTERS

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

Appointment of Supervisor of Attendance Registers

MINUTES REORGANIZATION MEETING

Tuesday - July 5, 2016

N <u>APPOINTMENT OF THE 2016-2017 COMMITTEE ON</u> <u>SPECIAL EDUCATION</u>

Meredyth I. Martini

CSE Chairperson

Michael Bralla, Mindy DaSilva Yuisa Colon

Ralph DiFore

Psychologist and Alternate Chairperson Psychologist and Alternate Chairperson Psychologist and Alternate Chairperson Psychologist and Alternate Chairperson Appointment of the 2016-2017 Committee on Special Education

- 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.

O. APPOINTMENT OF 2016-2017 COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

Meredyth Martini Ralph DiFore Michael Bralla Yuisa Colon Alternate Chairperson Alternate Chairperson Alternate Chairperson 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.
- Clair 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 OSE and

CPSE, Dr. Michele Reed, Physician

Mrs. Denise Douglas -Alternating Parent

Mrs. Denise Douglas is recommended to be appointed as surrogate parent

P. APPROVAL OF RELIGIOUS DAYS CALENDAR 2016-2017

Eid al Fitr Rosh Hashanah Hanukkah Epiphany Ramadan Approval of Religious Days Calendar 2014-2015

Appointment of 2016-2017 Committee on Pre-School Special Education

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Tuesday - July 5, 2016

| Q. WELLNESS COMMITTEE 2016/2017 1. Christopher Caputo - Co-Chairperson 2. Athletic Director - Co-Chairperson 3. Vincent Romano - Principal 4. Dan Nehlsen - Principal |
|---|
| S. 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 – DA 16. Caroline Farkas – Teacher – DA 17. Joyce Berry – Parent 19. Student Council President – High School VIII ADJOURNMENT Marguerite O'Connor moved to adjourn the Annual Reorganization Brard Meeting at 9:35pm Seconded by Josephine Bottitta 5 Yes, No 0 Motion carried Respectfully submitted Lisa Bidley District Clerk |