

REVISED APRIL 8, 2019
MALVERNE UNION FREE SCHOOL DISTRICT
Regular Board of Education Meeting
Tuesday April 9, 2019
8:00 P.M.

BOARD MEMBERS

Jeanne D'Esposito, **President**
Daniele Hopkins, **1st Vice President**
Phyllis M. Tinsley, **2nd Vice President**
Josephine Bottitta, **Trustee**
Laura Avvinti, **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 March 12, 2019 Regular Board of Education Meeting Minutes

V. TREASURER'S REPORT

Approval of March 2019 Treasurer's Report

VI. RECEIPTS OF FINANCIAL REPORTS

- A. Claims Audit Reports: March 2019
- B. Trial Balance Reports March 2019
- C. Revenue Status Reports: March 2019
- D. Appropriation Status Reports: March 2019
- E. Cash Flow Status Report: March 2019
- F. Budget transfers under \$20,000 Report: March 2019

VII. COMMUNICATIONS

VIII. SUPERINTENDENT'S REPORT/ ANNOUNCEMENT
2019-2020 Budget Review

IX. PERSONNEL

- A. Terminations
Civil Service (1)
- B. Resignations
 - 1. Teachers/Teacher Assistants (2)
 - 2. Civil Service (1)
- C. Leaves of Absence
None
- D. Appointments
 - 1. Teacher/Teacher Assistant (1)
 - 2. Civil Service (1)
 - 3. Curriculum Writing (1)
 - 4. Translators (1)
- E. Supplemental
 - 1. Appoint the following personnel to teach extra classes (1)
 - 2. Appoint the following personnel for Homebound Tutoring, Twilight School, Afterschool Instruction, Supervision, RAP Classes, After School & Summer Regents Scorers, Proctoring, Grading, AP Review Classes, AIS Classes, Assessment/Regents Grading and Saturday Academy for the 2018-2019 School Year (1)
 - 3. Appoint the following employee to supervise athletic events and student activities for the 2018-2019 school year: (1)

XI. NEW BUSINESS

- A. BE IT REOLVED that the Board of education of the Malverne Union Free School District **approves and adopts the 2019-2020 school year budget in the amount of \$58,774,402.**

- B. BE IT RESOLVED that the Board of Education of the Malverne Union Free School District hereby declares the articles of property on the list designated exhibit "A" to be surplus property.

BE IT FURTHER RESOLVED that the Board of Education of the Malverne Union Free School District authorizes the Superintendent to sell or dispose of such property consistent with Board Policy 5250.

- C. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District accepts the Proposal for **External Accounting Services from Cullen & Danowski, LLP, for the 2019-2020 school year.**

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

- D. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District accepts the Proposal for **External Auditing Services from R. S. Abrams & Co., LLP, for the 2019-2020 school year.**

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

- E. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District accepts the Proposal for **Internal Auditing Services from Nawrocki Smith LLP, for the 2019-2020 school year.**

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

- F. BE IT HEREBY RESOLVED that the Board of Education approves the contract renewal with **G. Scott Designs, Inc., to provide Sound, Lighting & Stage Rigging (Purchase, Install & Repair), for the 2019-2020 school year.**

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

- G. BE IT HEREBY RESOLVED** that the Board of Education of the Malverne Union Free School District approves the contract with **Hopkins Audiometer, LLC, to calibrate our Audiometers in the district, for the 2019-2020 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 **CARR Business Systems, Inc., to manage ink for all printers districtwide, for the 2019-2020 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 renewal with **Pitney Bowes, for One Stamp Machine at Maurice W. Downing Elementary School, for the 2019-2020 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 renewal with **Pitney Bowes, for One Stamp Machine at Davison Avenue Intermediate School, for the 2019-2020 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 renewal with **Pitney Bowes, for One Stamp Machine at Howard T. Herber Middle School, for the 2019-2020 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 renewal with **Pitney Bowes, for One Stamp Machine at the Administration Building, for the 2019-2020 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 renewal with **Pitney Bowes, for One Stamp Machine at the Malverne High School, for the 2019-2020 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 **Pitney Bowes, for One Folding Machine at the Malverne High School, for the 2019-2020 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 renewal with **ThyssenKrupp Elevator Corporation for Maintenance Service at Davison Avenue, for the 2019-2020 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 **Apperson, for Scanner Maintenance Agreement Services, at Maurice W. Downing School, for the 2019-2020 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 with **Apperson, for Scanner Maintenance Agreement Services, at the Malverne High School, for the 2019-2020 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 renewal with **The Nassau County Police Department to participate in the Nassau County Alert Domain Awareness System (ADAS) for the 2019-2020 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 **Ellen Eckes, to provide services as the 19A Coordinator, for the 2019-2020 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 **New York Cooperative Bid Maintenance Program with Educational Data Services, Inc., to provide cooperative bidding services, for the 2019-2020 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 **Seneca Consulting Group, Inc. for implementation of and compliance with the Affordable Care Act, for the 2019-2020 school year.**

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

On February 14, 2017, the Board of Education awarded RFP's for Special Education Consultant Services for the 2017-2018 school year with an annual option for three additional years. The 2019-2020 school year is the third year extension of the Special Education Consultant Service Providers. The District is very satisfied with the Special Education Service Providers.

I therefore recommend that the Board adopt the following resolution:

- V. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the **extension of the RFP's of the Special Education Consultant Service Providers, for the 2019-2020 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 **AssetWorks, LLC, for professional inventory and appraisal services, for the 2019-2020 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 Engagement Letter with **Hawkins, Delafield & Wood, LLP, for the 2019-2020 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 renewal with **TALX, for servicing our Unemployment Claims, for the 2019-2020 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 **Mark Leinweaver, Perfect Playcement, LLC, for Professional Services, for the 2018-2019 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 renewal for **Driver Education-In-Car Instruction from Bell Auto School, Inc., to provide Summer 2019, Fall 2019 and Spring 2020, Driver's Education Student Services.**

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 **Paint Party Life, for a Team Building Event held on March 22, 2019, 12:00 p.m.-2:00 p.m., Davison Avenue School.**

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 **Payable Health & Welfare Contracts** with the following districts:
Baldwin UFSD
Jericho UFSD

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 **Property Tax Report Card for the 2019/2020** year based on the following information.

280212 - Malverne Union Free School District	Budgeted 2018-19 (A)	Proposed Budget 2019-20 (B)
Total Budgeted Amount, not Including Separate Propositions	\$57,123,216	\$58,774,402
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	\$43,067,052	\$44,352,420
B. Tax Levy to Support Library Debt, if Applicable	\$0	\$0
C. Tax Levy for Non-Excludable Propositions, if Applicable ²	\$0	\$0
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable	\$0	\$0
E. Total Proposed School Year Tax Levy (A + B + C - D)	\$43,067,052	\$44,352,420
F. Permissible Exclusions to the School Tax Levy Limit	\$884,470	\$1,449,747
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	\$42,197,582	\$43,165,673
H. Total Proposed School Year Tax Levy, <u>Excluding</u> Levy to Support Library Debt and/or Permissible Exclusions (E - B - F + D)	\$42,182,582	\$42,902,673
I. Difference: (G - H); (negative value requires 60.0% voter approval) ²	\$15,000	\$263,000
Public School Enrollment	1,725	1,730
Consumer Price Index		2.44%

	Actual 2018-19 (D)	Estimated 2019-20 (E)
Adjusted Restricted Fund Balance	\$5,674,246	\$5,489,997
Assigned Appropriated Fund Balance	\$564,041	\$205,000
Adjusted Unrestricted Fund Balance	\$2,284,928	\$2,350,976
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	4.00%	4.00%

Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description *	3/31/19 Actual Balance	6/30/19 Estimated Ending Balance	Intended Use of the Reserve in the 2019-2020 School Year
Capital	Capital Reserve II	To pay the cost of any object or purpose for which bonds may be issued.	\$402,439.00	\$607,439.00	\$400,000 to be used for capital projects subject to voter approval on May 21st, 2019 (Proposition #2)
Repair	Reserve for Repairs	To pay the cost of repairs to capital improvements or equipment.	\$205,142.00	\$205,142.00	No intended use
Workers' Compensation		To pay for Workers Compensation and benefits.			
Unemployment Insurance	Reserve for Unemployment Insurance	To pay the cost of reimbursement to the State Unemployment Insurance Fund.	\$34,330.58	\$68,253.00	\$32,500 to be used to fund the 2019/20 budget
Reserve for Tax Reduction		For the gradual use of the proceeds of the sale of school district real property.			
Mandatory Reserve for Debt Service	Reserve for Debt	To cover debt service payments on outstanding obligations (bonds, BANS) after the sale of district capital assets or improvements.	\$115,660.97	\$115,661.00	\$115,660 to be used to fund the 2019/20 budget
Insurance		To pay liability, casualty, and other types of uninsured losses.			
Property Loss		To establish and maintain a program of reserves to cover property loss.			
Liability	Reserve for Liability	To establish and maintain a program of reserves to cover liability claims incurred.	\$502,223.71	\$502,224.00	No intended use
Tax Certiorari		To establish a reserve fund for tax certiorari settlements			
Reserve for Insurance Recoveries		To account for unexpended proceeds of insurance recoveries at the fiscal year end.			
Employee Benefit Accrued Liability	Reserve for Post Employee Benefits	For the payment of accrued 'employee benefits' due to employees upon termination of service.	\$330,922.37	\$730,922.00	\$211,060 to be used to fund the 2019/20 budget
Retirement Contribution	Reserve for Retirement Contributions	To fund employer retirement contributions to the State and Local Employees' Retirement System	\$3,060,355.83	\$3,260,356.00	\$662,506 to be used to fund the 2019/20 budget
Other Reserve					

EE. BE IT HEREBY RESOLVED that the Board of Education approves the contract with **Parsons Commercial, LLC** to provide Carpet & Title Installation, for the 2019-2020 school year.

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

XII. POLICIES

Approval of revised purchasing policy# 5410

XIII. CURRICULUM MATTERS / STUDENTS SERVICES

BE IT HEREBY RESOLVED that the Board of Education approves the recommendations at the April 9 2019 Board of Education meeting made by the Committee on Special Education for meetings held on 2/08/19 2/13/19, 2/27/19, 2/28/19 3/4/19, 3/5/19,3/6/19,3/7/19,3/8/19,3/11/19 3/12/19 3/13/19, 3/21/19 and 3/25/19.

BE IT FURTHER RESOLVED that the Board of Education approves the recommendations made by the Subcommittee on Special Education for meetings held on 9/13/18, 2/28/19, 3/01/19,3/12/19,3/13/19 3/14/19,3/15/19, 3/18/19 and 3/20/19

and recommendations made by the Committee on Preschool Education for the meetings held on 3/08/19, 3/12/19 and 3/21/19.

XIV. GENERAL DISCUSSION

XV. PUBLIC PARTICIPATION

XVI. DATES TO REMEMBER

April	11	Voter Registration 8:30am -11:30am @MHS Lobby 11:30am -3:30pm @ Administration Building
April	16	Smart School Bond Hearing @ 7:00pm Board of Education BOCES Vote @7:30pm MHS – Library
April	18	Holy Thursday - Schools Closed
April	19	Good Friday – Passover Begins Schools Closed
April	22- 26	Spring Recess - Schools Closed
May	10	Voter Registration- 9:00am -1:00pm Administration Building
May	14	Budget Hearing – 8:00pm MHS –Library
May	21	District Budget Vote & Board Election HTH Middle School Auditorium 7:00am to 9:00pm

XVII. ADJOURNMENT