

MALVERNE UNION FREE SCHOOL DISTRICT
Board of Education Reorganization Meeting
Tuesday July 9, 2019
8:00 P.M.

BOARD MEMBERS

Jeanne D'Esposito, **President**
Danielle Hopkins, **1st Vice President**
Phyllis M. Tinsley, **2nd Vice President**
Laura Avvinti, **Trustee**
Josephine Bottitta, **Trustee**

ADMINISTRATION

Dr. James H. Hunderfund, **Superintendent**
Steven Gilhuley, **Assistant Superintendent for Curriculum Instruction**
Dr. Spiro Colaitis, **Assistant Superintendent for District Operations**
Christopher Caputo, **Assistant Superintendent for Business**

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 2019-2020 SCHOOL YEAR**

A.	District Clerk	Lisa Ridley
B.	Treasurer of the District	Daniel Balzan
C.	Deputy Treasurer	Denise Lawlor
D.	Voting Delegate NYSSBA	President
E.	Alternate Voting Delegate NYSSBA	1 st Vice President
F.	Purchasing Agent	Dr. Spiro Colaitis
G.	Alternate Purchasing Agent	Christopher Caputo
H.	Asbestos Designee	Dr. Spiro Colaitis
I.	Attendance Officer	Dr. Spiro Colaitis
J.	Student Residency Officer	Dr. Spiro Colaitis
K.	Records Access Officer	Lisa Ridley
L.	Foil Appeal Officer	Christopher Caputo
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	Michael Pelan
DD.	Section 504 Coordinator	Meredyth Martini
EE.	Sexual Harassment Complaint Officer	Steven Gilhuley

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|----------------------------------------------------------|---------------------------------------------------------------------------------------------|
| FF. District Pesticide Representative | Dr. Spiro Colaitis |
| GG. Superintendent's Hearing Officer | Richard N. Thompson |
| HH. DASA Coordinator | District Wide – Daniel Nehlsen
MHS- Vincent Romano
Joe Aquino
HTH – Daniel Nehlsen |
| | DA Rachel Gross
Martine Laventure
MWD Ed Tallon
Jamie Carter –Jorif |
| II Third party administrator of 403(b)
and 457 plans: | Omni Group, Inc. |
| JJ. Architect | H2M Architects and Engineers |
| KK. Environmental Science Consultants: | Environmental Science |
| LL. Election Inspector/Assistant Inspector | Vanessa Prophet
Patricia Vanderhurst |

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 accounts payable checks to be signed by the Board of Education President, District's Treasurer, and the Deputy Treasurer (if necessary). All payroll checks to be signed by the District Treasurer (and Deputy Treasurer, if necessary).
3. Authorize the use of a facsimile imprint of the Treasurer's signature, Deputy Treasurer's signature (if necessary) and the Board President's signature on all checks

B. BOND FOR DISTRICT TREASURER AND ASSISTANT SUPERINTENDENT FOR BUSINESS AND DEPUTY TREASURER

Authorize bond for the District Treasurer, Deputy Treasurer and the Assistant Superintendent for Business

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 2019-2020 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 Assistant Superintendent for Business 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 2019-2020 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 Assistant Superintendent for Business as state alternate.

I. SIGNATORY OF STATE FUNDS PROJECTS

Appoint the Superintendent of Schools for the 2019-2020 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 Assistant Superintendent for Business 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 2019-2020 school year for the fee of \$350.

K. IMPARTIAL HEARING OFFICER

Recommendation that the Board of Education approve the attached list of Impartial Hearing Officer Richard N. Thompson

L. BOARD OF EDUCATION MEETINGS CALENDAR 2019-2020

July 9, 2019	
August 27, 2019	March 10, 2020
September 10, 2019	March 24, 2020-Budget Review
October 8, 2019	April 9, 2020
November 12, 2019	April 21, 2020 –BOCES Vote
December 10, 2019	May 12, 2020 –Budget Hearing
January 14, 2020	May 19, 2020–Budget Vote and Election
February 11, 2020	June 9, 2020
February 25, 2020 –Budget Review	

M. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS

Persons to administer these funds in the amount of \$100 each for the 2019/2020 school year.

Mr. Christopher Caputo	Administration
Ms. Lisa Ridley	Administration
Mr. Vincent Romano, Principal	Malverne High School
Mr. Daniel Nehlsen, Principal	Howard T. Herber School
Ms. Rachel Gross, Principal	Davison Avenue School
Mr. Edward Tallon, Principal	Maurice W. Downing School

N. APPOINTMENT OF SUPERVISOR OF ATTENDANCE REGISTERS

Ms. Jo'Ellen Shearin	Malverne High School
Ms. Diane Tomani	Howard T. Herber School
Ms. Rosemary Jacobson	Davison Avenue Schools
Ms. Liz Niessing	Maurice W. Downing School

O. APPOINTMENT OF COMMITTEE ON SPECIAL EDUCATION 2019-2020

Meredyth I. Martini	CSE Chairperson
Michael Bralla	Psychologist and Alternate Chairperson
Yuisa Colon	Psychologist and Alternate Chairperson
Mindy DaSilva	Psychologist and Alternate Chairperson
Amanda LoSchiavo	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 results.
- 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 COMMITTEE ON PRESCHOOL SPECIAL EDUCATION 2019-2020

- CPSE Chairperson
- Meredyth Martini Alternate Chairperson
- Michael Bralla Alternate Chairperson
- Amanda LoShiavo 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, Heidi Kenney, Lauren Rose (alternating speech teachers)
- Elizabeth Connolly, Michele Floria, Alternate occupational therapists
- Appropriately certified or licensed professional from the Department of Health's Early Intervention professional from (if appropriate)
- Appropriately certified or licensed professional from the municipality
- Parent(s) of the preschool child
- Parent member (only on request)

Q. THE FOLLOWING PERSONS ARE RECOMMENDED TO BE APPOINTED TO CSE SUBCOMMITTEES:

- Michael Bralla, Chairperson- Davison Avenue Elementary School
- Yuisa Colin, Chairperson-Malverne High School
- Mindy DaSaliva, Chairperson –Howard T. Herber Middle School
- Amanda LoSchiavo, Chairperson –Maurice Downing Elementary School
- At least one special 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(i.e Related service provider) of the student.
- The parents of 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 or the parent(s) shall designate.

R. APPOINTMENT ON COMMITTEE TO BOTH THE CSE AND CPSE

The following persons are recommended to be appointed to both the CSE and CPSE.

- Dr. Michele Reed, Physician

S. WELLNESS COMMITTEE 2019/2020

1. Christopher Caputo - Co-Chairperson
2. Michael Pelan - Co-Chairperson
3. Vincent Romano – Principal
4. Dan Nehlsen – Principal
5. Rachel Gross – Principal
6. Ed Tallon – Principal
7. James Miller – Assistant Principal
8. Stephen Benfante – Assistant Principal
9. Daniel Balzan – Treasurer
10. Food Service Director – Aramark
11. Bill Bennett – Teacher - MWD
12. Maura Spar – Teacher - MWD
13. Lisa Gress – Teacher – HTH
14. Janine Biancaniello – Teacher - HTH
15. Deanna Vitola – Teacher – DA
16. Patricia Desormeau – Teacher - DA
17. Melissa McGowan – Teacher – MHS
18. Lisa Staab – Teacher – MHS
19. Amy Gardner - Parent
20. Catherine Costa – Parent
21. Student Council President – High School

- T. 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 2019-2020 school year.
- U. 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.
- V. 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 2019-2020 school year.
- W. 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 2019-2020 school year.
- X. 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.
- Y. 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