

**REVISED JUNE 8, 2021**  
**MALVERNE UNION FREE SCHOOL DISTRICT**  
**Regular Board of Education Meeting**  
**Tuesday June 8, 2021**  
**8:00 P.M.**

**BOARD MEMBERS**

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

**ADMINISTRATION**

Dr. Lorna R. Lewis **Superintendent**  
Steven Gilhuley, **Assistant Superintendent for Curriculum Instruction**  
Christopher Caputo, **Assistant Superintendent for Business**  
Dan Balzan, **Assistant Business Administrator**

**BOARD OFFICER**

Lisa Ridley, **District Clerk**  
Alyssa Contarino, **Treasurer**

**BOARD COUNSEL**

Frazer & Feldman, LLP

**AGENDA**

- I. **CALL TO ORDER**
  
- II. **EXECUTIVE SESSION**
  
- III. **PLEDGE OF ALLEGIANCE**
  
- IV. **MINUTES**  
Approval of May 11, 2021 Board Meeting Minutes
  
- V. **TREASURER'S REPORT**  
May 2021

**VI. RECEIPTS OF FINANCIAL REPORTS**

- A. Claims Audit Reports: May 2021
- B. Trial Balance Reports: May 2021
- C. Revenue Status Reports: May 2021
- D. Appropriation Status Reports: May 2021
- E. Cash Flow Status Report: May 2021
- F. Budget transfers Report: May 2021

**VII. SUPERINTENDENT'S REPORT /ANNOUNCEMENT**

- ARP and Foundation Aid
- Reserve Plan
- Summer Facilities Update
- Literacy Series Adoption
- Recognition of Retirees
- Recognition of Board Service

**VIII. PERSONNEL**

**A. Terminations**

- 1. Teachers/Teacher Assistants (1)
- 2. Civil Service (2)

**B. Resignations**

- 1. Teachers/Teacher Assistants (1)

**C. Appointments**

- 1. Teachers/Teacher Assistants (8)
- 2. Civil Service (5)
- 3. Salary Increase -2020-2021 & 2021-2022 (2)
- 4. Teacher Mentors -2020-2021 (5)
- 5. Rescission of Advisors -MHS 2021-2022 (1)
- 6. Co-Curricular Activities -MHS 2020-2021 (2)
- 7. Summer Custodial -2021-2022 (15)
- 8. MWD "Camp Curiosity" 2021-2022 (19)
- 9. Summer Student Transportation (14)
- 10. Summer Transportation for Athletic Trips 2021-2022 (4)

**D. Supplemental**

- 1. Approval of the following personnel for Residency Officer 2020/2021 School year (1)
- 2. Appoint the following personnel for Coordinator for Consolidated Grant (paid from Title 1 grant) for the 2021-2022 school year. (1)
- 3. Proctoring AP Exams 2020-2021 School year (2)

**IX. OLD BUSINESS**

None

**X. NEW BUSINESS**

**A. Funding of Retirement Contribution Reserve Fund (ERS)**

**BE IT RESOLVED**, that the Board of Education of the Malverne Union Free School District hereby directs that the Assistant Superintendent for Business take the necessary action to transfer an amount not to exceed the sum of SIX HUNDRED THOUSAND (\$600,000.00) DOLLARS from the General Fund's unassigned fund balance into the previously established Retirement Contribution Reserve Fund for the purpose of financing contributions to the Employees' Retirement System.

**B. Funding of Capital Reserve II Fund**

**BE IT RESOLVED**, that the Board of Education of the Malverne Union Free School District hereby directs that the Assistant Superintendent for Business take the necessary action to transfer an amount not to exceed the sum of ONE MILLION NINETY THOUSAND FIVE HUNDRED TWELVE AND FIFTY-FIVE TENTHS (\$1,090,512.55) DOLLARS, from the General Fund's unassigned fund balance into the Capital Reserve II Fund, the creation of which reserve was authorized by the District's voters on May 20, 2014.

**C. Funding of Unemployment Insurance Reserve Fund**

**BE IT RESOLVED**, that the Board of Education of the Malverne Union Free School District hereby directs that the Assistant Superintendent for Business take the necessary action to transfer an amount not to exceed the sum of SIXTY-FIVE THOUSAND (\$65,000.00) DOLLARS from the General Fund's unassigned fund balance into the previously established Unemployment Insurance Reserve Fund.

**D. Funding of Reserve for Teacher Retirement System Contribution Sub-Fund (TRS)**

**BE IT RESOLVED**, that the Board of Education of the Malverne Union Free School District hereby directs that the Assistant Superintendent for Business take the necessary action to transfer an amount not to exceed the sum of FOUR HUNDRED FORTY-FOUR THOUSAND (\$444,000.00) DOLLARS from the General Fund's unassigned fund balance into the previously established Reserve for Teacher Retirement System Contribution Sub-Fund for the purpose of financing contributions to the Teachers' Retirement System.

E. Funding of Employee Benefit Accrued Liability Reserve (EBALR) Fund

**BE IT RESOLVED**, that the Board of Education of the Malverne Union Free School District hereby directs that the Assistant Superintendent for Business take the necessary action to transfer an amount not to exceed the sum of THREE HUNDRED THOUSAND (\$300,000.00) DOLLARS from the General Fund's unassigned fund balance into the previously established Employee Benefit Accrued Liability Reserve (EBALR) Fund.

F. Funding of Capital Reserve III Fund

**BE IT RESOLVED**, that the Board of Education of the Malverne Union Free School District hereby directs that the Assistant Superintendent for Business take the necessary action to transfer an amount not to exceed the sum of ONE MILLION FIVE HUNDRED THOUSAND (\$1,500,000.00) DOLLARS, from the General Fund's unassigned fund balance into the Capital Reserve III Fund, the creation of which reserve was authorized by the District's voters on June 9, 2020.

G. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District accepts the **donation (Peg O'Connor Future STREAM Leaders Memorial Scholarship) of \$600.00 from Lorraine O'Horan (dba Marguerite Peg O'Connor Scholarship)** for the purpose of High School student scholarships

H. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District accepts the **donation (Peg O'Connor Future STREAM Leaders Memorial Scholarship) of \$1,081.00 from Lorraine O'Horan (dba Marguerite Peg O'Connor Scholarship)** for the purpose of High School student scholarship.

I. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Access 7 Education Services** for related services for the 2021-2022 school year.

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

- J.** WHEREAS, the Board of Education of the Malverne Union Free School District solicited bids for work related to the Baseball Synthetic Turf Field Construction Project (Contract L; SED No. 28-02-12-03-0-001-024) which was subject to and heretofore approved by the District's voters, and has determined, based on the recommendation of the District's architect, that The Landtek Group is the lowest responsible bidder meeting the bid specifications, on the basis of the base bid plus alternates 2, 3, 4, 6, and 7; now, therefore,

BE IT RESOLVED that the Board of Education hereby awards said Contract L, inclusive of the base bid plus alternates 2, 3, 4, 6, and 7, in the total amount of \$1,828,300, to Landtek Group, as the lowest responsible bidder meeting the bid specifications pursuant to Section 103 of the General Municipal Law, and authorizes the Board President to execute a contract on behalf of the Board with The Landtek Group for such work, in accordance with the bid specifications.

- K.** BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract renewal with **Seneca Consulting Group, for Affordable Care Consultant Services** for the 2021-2022 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 following **PAYABLE Health & Welfare Contract** for the 2020-2021 school year: **Great Neck UFSD**

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 proposal and contract with **Hagedorn Little Village School** for related services for the 2021-2022

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 with **FRS Investigative Services, Inc., for the 2021-2022 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 with **The Omni Group, as Billing Disbursing Agent, for the 2021-2022 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 **Deborah Smith, for Payroll/Human Resources Services, for the 2021-2022 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 **Apex Therapeutic Services for Nursing Services, for the 2021-2022 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 with **Bayada Home Health Care, Inc., for Nursing Services, for the 2021-2022 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 **Christian Nursing Registry, Inc. for Nursing Services, for the 2021-2022 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 the contract with **Home Care Therapies LLC dba Horizon Healthcare Staffing for Nursing Services, for the 2021-2022 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 **US Medical Staffing for Nursing Services, for the 2021-2022 school year.**

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

- V. BE IT HEREBY RESOLVED that the Board of Education of the Malverne Union Free School District approves the contract with **Winston Support Services, LLC for Nursing Services, for the 2021-2022 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 with **Crisis Prevention Institute for one, seven (7) hour training program in Nonviolent Crisis Intervention June 23-24, 2021.**

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 **Contracts and Letters of Intent with Houghton Mifflin Harcourt for Into Reading 2020 w/Waggle-Print Digital-Grades K-5, & Into Reading Follow-Up & Coaching Professional Development Inc, for the 2021-2022 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 **HMB Consultants, LLC, for the District's Child Nutrition Program, for the 2021-2022 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 renewal with **Project Lead The Way (PLTW), for Curricular Programs, for the 2021-2022 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 with **New York State Insurance Fund, to provide Short Term Disability Insurance, for the 2021-2022 school year.**

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

**BB.** BE IT RESOLVED, that the Malverne Union Free School District has made available the **District-wide School Safety Plan** for a 30-day public comment period on the district website. Please send any comments to the District Clerk. The plan will be adopted in August 2021.

**CC.** 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.

**DD.** BE IT HEREBY RESOLVED THAT the Board of Education of the Malverne Union Free School District approves the terms of the Memorandum of Agreement dated May 28, 2021 **between the District and the Malverne Teachers Association** regarding the terms and conditions of employment for the members of the teachers’ bargaining unit; and

BE IT FURTHER RESOLVED that the President of the Board is authorized to execute the resulting collective bargaining agreement on behalf of the Board.

**EE.** BE IT HEREBY RESOLVED THAT the Board of Education of the Malverne Union Free School District approves the terms of the Memorandum of Agreement dated May 28, 2021 **between the District and the Malverne Teachers Association, Teaching Assistants’ Unit**, regarding the terms and conditions of employment for the members of the teacher assistants bargaining unit; and

BE IT FURTHER RESOLVED that the President of the Board is authorized to execute the resulting collective bargaining agreement on behalf of the Board.

**FF.** BE IT RESOLVED THAT the Board of Education of the Malverne Union Free School District, hereby approves a supplemental Employment Agreement dated as of June 3, 2021, between the District and Senior Personnel Clerk Denise Lawlor for additional duties; and

BE IT FURTHER RESOLVED THAT the President of the Board of Education be authorized to execute said Agreement on behalf of the Board.

**GG.** BE IT RESOLVED THAT the Board of Education of the Malverne Union Free School District, hereby approves a supplemental Employment Agreement dated as of June 3, 2021, between the District and Director of Guidance Rebecca Gottesman for additional duties; and

BE IT FURTHER RESOLVED THAT the President of the Board of Education be authorized to execute said Agreement on behalf of the Board.

**HH.** BE IT HEREBY RESOLVED that the Board of Education Of the Malverne Union Free School District approves the schedule of changes in salaries, benefits and conditions of employment for the Districts Office administrators and support staff as contained in Schedule A, and be it further resolved that the Board of Education President be authorized to execute amendments to their respective Employment agreements, effective July 1, 2021

**II. TAX ANTICIPATION NOTE RESOLUTION OF MALVERNE UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JUNE 8, 2021, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$6,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2022**

RESOLVED BY THE BOARD OF EDUCATION OF MALVERNE UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF NASSAU, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called “Notes”) of Malverne Union Free School District, in the County of Nassau, New York (herein called “District”), in the principal amount of not to exceed \$6,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called “Law”).

Section 2. The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2021, and ending June 30, 2022, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

(b) The Notes shall mature within the period of one year from the date of their issuance.

(c) The Notes are not issued in renewal of other notes.

(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes,

and to execute tax certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

**XI. POLICIES**

Approval of updated Policy 5410 – Purchasing  
Approval of updated Policy 6110 – Code of Ethics and Conflicts of Interest

**XII. CURRICULUM MATTERS / STUDENTS SERVICES**

BE IT HEREBY RESOLVED that the Board of Education approves the recommendations at the June 8, 2021 Board of Education meeting and

BE IT FURTHER RESOLVED that the Board of Education approves the recommendations made by the committee on Special Education for meetings held on 3/22/2021, 4/12/2021, 4/13/2021, 4/12/2021, 4/27/2021, 4/29/2021 , 5/04/2021 , 5/05/2021, 5/06/2021, 5/07/2021, 5/10/2021, 5/12/2021, 5/17/2021, 5/19/2021 and 5/25/2201 and specific recommendations made by the Subcommittee on Special Education for meetings held on 2/04/2021, 2/09/2021, 02/11/2021, 2/12/2021, 2/25/2021, 2/26/2021, 3/25/2021, 3/26/2021, 4/08/2021, 4/13/2021, 4/20/2021, 4/21/2021, 4/26/2021, 5/03/2021, 5/04/2021, 5/05/2021, 5/06/2021, 5/11/2021, 5/12/2021, 5/14/2021, and 5/17/2021. and Specific recommendations made by the Committee on Preschool Special Education for meetings held on 5/04/2021, 5/05/2021, 5/06/2021, 5/07/2021, 5/11/2021, 5/13/2021, 5/14/2021 and 5/17/2021

**XIII. GENERAL DISCUSSION**

**XIV. PUBLIC PARTICIPATION**

**XV. DATES TO REMEMBER**

- June 9            8<sup>th</sup> Grade Awards – @7:00pm  
Howard T. Herber Middle School Auditorium
- June 10           MHS – Prom
- June 11           MWD -Downing Night Out -7pm – 11pm  
St. Mary’s Night of Columbus -Lynbrook
- June 16           Davison Avenue – 5<sup>th</sup> Grade Awards @ 10:30am  
Malverschoolslive.com
- June 17           8<sup>th</sup> Grade Dinner Dance 5:00pm -8:00pm  
Back of HTH on the field
- June 22           MHS Senior Awards @ 5:30pm  
MHS Turf Field
- June 24           HTH Moving up Ceremony @ 6:00pm  
MHS Turf Field
- June 24           Maurice W. Downing School -Moving Up Ceremony @9:00am  
Back of School
- Davison Avenue School -Moving Up Ceremony  
                     @ 12:00pm-2:00pm – Back of school
- June 25           MHS Graduation Ceremony @ 6:00 pm  
Last Day of School for students

**XVI. ADJOURNMENT**