

# MINUTES REORGANIZATION MEETING

Josephine Bottitta	Laura Avvinti	Jeanne D'Esposito	Nicole Henderson	Kathleen -Nolan Kasal	AGENDA ITEM:	ACTION TAKEN:
					<p><b><u>BOARD MEMBERS PRESENT</u></b></p> <p>Jeanne D'Esposito, Kathleen Nolan Kasal, Laura Avvinti, Nicole Henderson, Dr. Lorna R. Lewis, Christopher Caputo, and Frazer and Feldman and Bryan Georglady attorneys</p> <p><b><u>I - CALL TO ORDER</u></b>  The meeting was held in room 130  motioned to call the meeting to order at pm  Seconded by Laura Avvinti  Yes; No -0 Motion carried</p> <p><b><u>II -EXECUTIVE SESSION</u></b>  Laura Avvinti motioned to retire into executive session at 6:03pm  Seconded by, Jeanne D'Esposito  4 Yes, No, 0 Motion carried</p> <p><b><u>III MEETING RECOVERED</u></b>  Lisa Ridley, District Clerk motioned to reconvene the re-organization meeting at 8:00pm.</p> <p><b><u>IV-PLEDGE OF ALLEGIANCE</u></b></p> <p><b><u>V- NOMINATION OF OFFICE AND ADMINISTRATION OF OATH</u></b>  Laura Avvinti nominated Jeanne D'Esposito for the position of Board President for the 2022/2023 school year</p> <p>Jeanne D'Esposito nominated Josephine Bottitta for the position of 1<sup>ST</sup> Vice President for the 2022/2023 school year</p> <p>Nicole Henderson nominated Kathleen Nolan – Kasal for the position of Second Vice President for the 2022 -2023 school year.</p>	<p><b>Call To Order</b></p> <p><b>Executive Session</b></p> <p><b>Meeting Reconvened</b></p> <p><b>Pledge of Allegiance</b></p> <p><b>Nomination of Board Member Officers</b></p>

## MINUTES REORGANIZATION MEETING

Y	Y	M Y	S Y	<p>Laura Avvinti motioned to accept the following appointments          Seconded by Nicole Henderson          4 Yes, No, 0 Motion Carried</p> <p><b><u>VI APPOINTMENTS FOR 2022-2023 SCHOOL YEAR</u></b></p> <table border="0"> <tr> <td><b>A.</b> District Clerk</td><td>Lisa Ridley</td></tr> <tr> <td><b>B.</b> Treasurer of the District</td><td>Alyssa Contarino</td></tr> <tr> <td><b>C.</b> Deputy Treasurer</td><td>Denise Lawlor</td></tr> <tr> <td><b>D.</b> Voting Delegate NYSSBA</td><td>President</td></tr> <tr> <td><b>E.</b> Alternate Voting Delegate</td><td>1<sup>st</sup> Vice President</td></tr> <tr> <td><b>F.</b> Purchasing Agent</td><td>Christopher Caputo</td></tr> <tr> <td><b>G.</b> Alternate Purchasing Agent</td><td>Daniel Balzan</td></tr> <tr> <td><b>H.</b> Asbestos Designee</td><td>Daniel Balzan</td></tr> <tr> <td><b>I.</b> Attendance Officer</td><td>Daniel Nehlsen</td></tr> <tr> <td><b>J.</b> Student Residency Officer</td><td>Daniel Balzan</td></tr> <tr> <td><b>K.</b> Records Access Officer</td><td>Lisa Ridley</td></tr> <tr> <td><b>L.</b> Foil Appeal Officer</td><td>Daniel Balzan</td></tr> <tr> <td><b>M.</b> Chief Payroll Certification Officer</td><td>Dr. Lorna R. 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Liability</td><td>New York School Insurance Reciprocal (NYSIR) Northern Insuring Agency</td></tr> <tr> <td>    c. NYS Disability Insurance</td><td>State Insurance</td></tr> <tr> <td><b>Y.</b> Depositories of School District Funds</td><td>J.P. Morgan Chase Metropolitan Commercial</td></tr> <tr> <td><b>Z.</b> Designation of Signatories for     all School Warrants</td><td>Superintendent and Christopher Caputo</td></tr> <tr> <td><b>AA.</b> Designation of District Newspaper</td><td>Newsday Malverne/Lynbrook Herald Noticia Long Island</td></tr> <tr> <td><b>BB.</b> Fiscal Advisor</td><td>Capital Markets Advisors LLC (for Tax Anticipation Note Officer and Bond Anticipation</td></tr> </table>	<b>A.</b> District Clerk	Lisa Ridley	<b>B.</b> Treasurer of the District	Alyssa Contarino	<b>C.</b> Deputy Treasurer	Denise Lawlor	<b>D.</b> Voting Delegate NYSSBA	President	<b>E.</b> Alternate Voting Delegate	1 <sup>st</sup> Vice President	<b>F.</b> Purchasing Agent	Christopher Caputo	<b>G.</b> Alternate Purchasing Agent	Daniel Balzan	<b>H.</b> Asbestos Designee	Daniel Balzan	<b>I.</b> Attendance Officer	Daniel Nehlsen	<b>J.</b> Student Residency Officer	Daniel Balzan	<b>K.</b> Records Access Officer	Lisa Ridley	<b>L.</b> Foil Appeal Officer	Daniel Balzan	<b>M.</b> Chief Payroll Certification Officer	Dr. Lorna R. 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**MALVERNE UNION FREE SCHOOL DISTRICT  
BOARD OF EDUCATION**

**MINUTES  
REORGANIZATION MEETING**

**Tuesday – July 5, 2022**

				<p><b>CC.</b> Liaison For Homeless Children &amp; Youth    Rebecca Gottesman <b>DD.</b> Bond Counsel    Hawkins, Delafield &amp; Wood <b>EE.</b> Title IX Coordinator    Michael Pelan <b>FF.</b> Section 504 Coordinator    Meredyth Martini <b>GG.</b> Sexual Harassment Complaint Officer    Steven Gilhuley    Denise Lawlor <b>HH.</b> District Pesticide Representative    Daniel Balzan <b>II.</b> Superintendent's Hearing Officer    Richard N. Thompson <b>JJ.</b> 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</p> <p><b>KK.</b> Third party administrator of 403(b)    and 457 plans:    Omni Group, Inc. <b>LL.</b> Architect    H2M Architects and    Engineers <b>MM.</b> Environmental Science Consultants:    Environmental Science <b>NN.</b> Election Inspector/Assistant Inspector    Pauline Polomino    Kate McDermott</p> <p><b>VII</b> <b>A. <u>AUTHORIZATION OF SIGNATORIES AND FACSIMILE SIGNATURES FOR DISTRICT BANK ACCOUNTS</u></b></p> <p>1. Board President, Treasurer, Deputy Treasurer and Assistant Superintendent for Business as the signatories for the District's Bank Accounts (J.P. Morgan Chase, Metropolitan Commercial)</p> <p>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).</p> <p>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</p> <p><b>B. <u>BOND FOR DISTRICT TREASURER AND ASSISTANT SUPERINTENDENT FOR BUSINESS AND DEPUTY TREASURER</u></b> Authorize bond for the District Treasurer, Deputy Treasurer and the Assistant Superintendent for Business</p> <p><b>C. <u>SIGNATORY FOR BOND ANTICIPATION NOTE</u></b> Designate the Board President and the District Clerk as the signatories for single manual signature required on Bond Anticipation Notes.</p>	<p><b>Authorization of Signatories and Facsimile Signatures for District Bank Accounts</b></p> <p><b>Bond to District Treasurer and Business Administrator</b></p> <p><b>Signatory for Bond Anticipation Notes</b></p>
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					<p><b>D. <u>SIGNATORY FOR TAX ANTICIPATION NOTE</u></b> Designate the Board President and the District Clerk as the signatories for single manual signature required on Tax Anticipation Notes.</p> <p><b>E. <u>APPOINTMENT OF TAX-SHELTERED ANNUITY PROGRAM</u></b> Appointment of OMNI GROUP as billing and disbursing agent for tax sheltered annuity program for fiscal year 2022-2023 for the employees of the Malverne UFSD.</p> <p><b>F. <u>AUTHORIZATION TO MAKE TRANSFER OF FUNDS</u></b> 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.</p> <p><b>G. <u>AUTHORIZATION TO CERTIFY PAYROLLS</u></b> Authorize the Superintendent of Schools or Assistant Superintendent for Business to certify payrolls each month (Ed. Law 1720: Commissioner’s Regulation 170.2).</p> <p><b>H. <u>SIGNATORY OF FEDERAL FUNDS PROJECTS</u></b> Appoint the Superintendent of Schools for the 2022-2023 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.</p> <p><b>I. <u>SIGNATORY OF STATE FUNDS PROJECTS</u></b> Appoint the Superintendent of Schools for the 2022-2023 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.</p> <p><b>J. <u>DESIGNATION OF ADVISORY COUNCIL OCCUPATIONAL EDUCATION</u></b> <b>WHEREAS</b>, 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 <b>WHEREAS</b>, 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 2022-2023 school year for the fee of \$350.</p>	<p><b>Signatory for Tax Anticipation Note</b></p> <p><b>Appointment for Tax Sheltered Annuity Program</b></p> <p><b>Authorization to make transfer of funds</b></p> <p><b>Authorization to Certify Payrolls</b></p> <p><b>Appointment of signatory of State Funds Projects</b></p> <p><b>Appointment of signatory of State Funds Projects</b></p> <p><b>Designation of Advisory Council for Occupational Education</b></p>
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MALVERNE UNION FREE SCHOOL DISTRICT  
BOARD OF EDUCATION

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					<p><b>K. <u>IMPARTIAL HEARING OFFICER</u></b> Recommendation that the Board of Education approve the attached list of Impartial Hearing Officer - Richard N. Thompson</p>	<p><b>Appointment of Impartial Hearing Officer</b></p>																
					<p><b>L. <u>BOARD OF EDUCATION MEETINGS CALENDAR 2022-2023</u></b></p> <table><tr><td>July 5, 2022</td><td>February 28, 2023-Budget Meeting ,7pm</td></tr><tr><td>August 30, 2022</td><td>March 14, 2023 Budget Meeting 7pm</td></tr><tr><td>September 13, 2022</td><td>March 28, 2023 Budget Meeting 7pm</td></tr><tr><td>October 11, 2022</td><td>April 4, 2023 – Board Meeting &amp; Budget Adoption</td></tr><tr><td>November 15, 2022</td><td>April 18, 2023 BOCES Budget Vote</td></tr><tr><td>December 13, 2022</td><td>May 9, 2023</td></tr><tr><td>January 10, 2023</td><td>May 16, 2023 -Budget Vote and Election</td></tr><tr><td>February 7, 2023</td><td>June 13, 2023</td></tr></table>	July 5, 2022	February 28, 2023-Budget Meeting ,7pm	August 30, 2022	March 14, 2023 Budget Meeting 7pm	September 13, 2022	March 28, 2023 Budget Meeting 7pm	October 11, 2022	April 4, 2023 – Board Meeting & Budget Adoption	November 15, 2022	April 18, 2023 BOCES Budget Vote	December 13, 2022	May 9, 2023	January 10, 2023	May 16, 2023 -Budget Vote and Election	February 7, 2023	June 13, 2023	<p><b>Board of Education Meetings 2022-2023</b></p>
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					<p><b>M. <u>AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS</u></b> Persons to administer these funds in the amount of \$100 each for the 2022/2023 school year.</p> <table><tr><td>Mr. Christopher Caputo</td><td>Administration</td></tr><tr><td>Ms. Lisa Ridley</td><td>Administration</td></tr><tr><td>Mr. Vincent Romano, Principal</td><td>Malverne High School</td></tr><tr><td>Mr. Daniel Nehlsen, Principal</td><td>Howard T. Herber School</td></tr><tr><td>Ms. Rachel Gross, Principal</td><td>Davison Avenue School</td></tr><tr><td>Mr. Edward Tallon, Principal</td><td>Maurice W. Downing School</td></tr></table>	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	<p><b>Authorization to Establish Petty Cash Funds</b></p>				
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					<div>Dana Lavine</div> <div>Psychologist and Alternate Chairperson</div> <div><ul style="list-style-type: none"><li>At least one regular education teacher of the student if the child is or may be participating in the regular education environment.</li><li>At least one special education teacher or special education provider (i.e., related service provider) of the student.</li><li>The parents or persons in parental relationship to the student</li><li>An Individual who can interpret the instructional implications of evaluation results.</li><li>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;</li><li>Student with disability, where appropriate.</li><li>Parent Member (only on request)</li></ul></div>	
					<div>P. <u>APPOINTMENT OF COMMITTEE ON PRESCHOOL SPECIAL EDUCATION 2022-2023</u></div> <div><div><ul style="list-style-type: none"><li>CPSE Chairperson</li><li>Meredyth Martini</li><li>Dana Lavine</li><li>Amanda LoShiavo</li><li>Yuisa Colon</li><li>Arminda DaSilva</li><li>Representative of Evaluating Agency</li><li>A regular education teacher of the child whenever the child is or may be participating in the regular education environment</li><li>A special education teacher of the child, or if appropriate, a special education provider of the child</li><li>Claire Conway, Heidi Kenney, Lauren Rose (alternating speech teachers)</li><li>Elizabeth Connolly, Michele Floria, Alternate occupational therapists</li><li>Appropriately certified or licensed professional from the Department of Health’s Early Intervention professional from (if appropriate)</li><li>Appropriately certified or licensed professional from the municipality</li><li>Parent(s) of the preschool child</li><li>Parent member (only on request)</li></ul></div><div><div>TBD CPSE Chairperson</div><div>Alternate Chairperson</div><div>Alternate Chairperson</div><div>Alternate Chairperson</div><div>Alternate Chairperson</div><div>Alternate Chairperson</div></div></div>	<div>Appointment of 2022-2023 Committee on Pre-School Special Education</div>
					<div>Q. <u>THE FOLLOWING PERSONS ARE RECOMMENDED TO BE APPOINTED TO CSE SUBCOMMITTEES 2022-2023:</u></div> <div><ul style="list-style-type: none"><li>Emma Copp, Chairperson- Davison Avenue Elementary School</li><li>Yuisa Colin, Chairperson-Malverne High School</li><li>Arminda DaSilva, Chairperson –Howard T. Herber Middle School</li><li>Amanda LoSchiavo, Chairperson –Maurice Downing Elementary School</li><li>TBD, Alternate Chairperson</li><li>At least one special education teacher of the student if the child is or may be participating in the regular education environment.</li></ul></div>	<div>Appointment of 2022-2023 CSE Subcommittees</div>

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REORGANIZATION MEETING

Tuesday – July 5, 2022

				<ul style="list-style-type: none"><li>• At least one special education teacher or special education provider (i.e.: related service provider) of the student.</li><li>• The parents of persons in parental relationship to the student</li><li>• Student with disability, where appropriate</li><li>• 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.</li></ul> <p><b>R. <u>APPOINTMENT ON COMMITTEE TO BOTH THE CSE AND CPSE 2022-2023</u></b> The following persons are recommended to be appointed to both the CSE and CPSE.</p> <ul style="list-style-type: none"><li>• Dr. Michele Reed, Physician</li><li>• Mrs. Julia Canny - parent member</li><li>• Mrs. Cara Dubas – parent member</li></ul> <p><b>S. <u>WELLNESS COMMITTEE 2022/2023</u></b></p> <ol style="list-style-type: none"><li>1. Christopher Caputo - Co-Chairperson</li><li>2. Michael Pelan - Co-Chairperson</li><li>3. Vincent Romano – Principal</li><li>4. Dan Nehlsen – Principal</li><li>5. Rachel Gross – Principal</li><li>6. Ed Tallon – Principal</li><li>7. James Miller – Assistant Principal</li><li>8. Stephen Benfante – Assistant Principal</li><li>9. Daniel Balzan – Administrator</li><li>10. Alyssa Contarino – Treasurer</li><li>11. Food Service Director – Aramark</li><li>12. Bill Bennett – Teacher - MWD</li><li>13. Maura Spar – Teacher - MWD</li><li>14. Lisa Gress – Teacher – HTH</li><li>15. Janine Biancaniello – Teacher - HTH</li><li>16. Deanna Vitola – Teacher – DA</li><li>17. Patricia Desormeau – Teacher - DA</li><li>18. Melissa McGowan – Teacher – MHS</li><li>19. Lisa Deangelis – Teacher – MHS</li><li>20. Amy Gardner - Parent</li><li>21. Catherine Costa – Parent</li><li>22. Student Council President – High School</li></ol> <p><b>T. BE IT RESOLVED</b> that the Board of Education of the Malverne Union Free School District approves Malverne Union Free School District participation in the Federal Lunch Program for the 2022-2023 school year.</p> <p><b>U. BE IT RESOLVED</b>, 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.</p>	<p><b>Appointment of the 2022/2023 to Both CSE and CPSE</b></p> <p><b>Approval of Wellness Committee 2022/2023</b></p> <p><b>Approval of the 2022/2023 Lunch Program</b></p> <p><b>Approval of IRS mileage Reimbursement</b></p>
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MALVERNE UNION FREE SCHOOL DISTRICT  
BOARD OF EDUCATION

MINUTES  
REORGANIZATION MEETING

Tuesday – July 5, 2022

				<p>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 2022-2023 school year.</p> <p>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 2022-2023 school year.</p> <p>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.</p> <p>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 1<sup>st</sup> Vice President of the Board of Education to be the presiding officer of meetings and further authorize the 1<sup>st</sup> 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.</p> <p><b>VII. <u>ADJOURNMENT</u></b> Laura Avvinti motioned to adjourn the Re-Organization meeting at 8:22pm Seconded by Nicole Henderson Motion carried 4 Yes, 0 No  Respectfully Submitted By Lisa Ridley District Clerk</p>	<p>Approval of Board of Education Attendance of Conferences and Workshops 2022-2023</p> <p>Approval of Superintendent Attendance of Conferences and workshops</p> <p>Approval Readoption of All policies</p> <p>Approval of Authorization on 1<sup>st</sup> Vice President To execute documents in the Absence of Board President</p> <p>Approval of Adjournment</p>