

**MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES
REORGANIZATION MEETING**

Tuesday – July 11, 2023

Laura Avvinti	Jeanne D' Esposito	Nicole Henderson	Josephine Bottitta	Kathleen -Nolan Kasal	AGENDA ITEM:	ACTION TAKEN
					<u>BOARD MEMBERS PRESENT</u>	
					Jeanne D'Esposito, Josephine Bottitta, Kathleen Nolan Kasal, Laura Avvinti, Nicole Henderson, Dr. Lorna R. Lewis, Dr. Vincent Romano Christopher Caputo, Daniel Balzan, and attorney Florence Frazer	
					<u>I - CALL TO ORDER</u>	Call To Order
					The Reorganization meeting was called to order at 8:10 pm	
					<u>II -EXECUTIVE SESSION</u>	Executive Session
M					Laura Avvinti motioned to retire into executive session.	
					at 6:13 pm	
					Seconded by, Kathleen Nolan – Kasal	
Y	Y	Y	Y	S Y	5 Yes, No, 0 Motion carried	Meeting Reconvened
					<u>III MEETING RECOVERED</u>	
					Lisa Ridley, District Clerk motioned to reconvene the re-organization meeting at 8:00pm.	
					<u>IV –PLEDGE OF ALLEGIANCE</u>	Pledge of Allegiance
					<u>V- NOMINATION OF OFFICE AND ADMINISTRATION OF OATH</u>	Nomination of Board Member Officers
	M				Jeanne D'Esposito motioned to nominate Laura Avvinti for the position of Board President for the 2023/2024 school year.	
Y	Y	Y	S Y	Y	Seconded by Josephine Bottitta	
					Josephine Bottitta motion to nominate Jeanne D'Esposito for the position of 1 ST Vice President for the 2023/2024 school year.	
Y	S Y	Y	M Y	Y	Seconded by, Laura Avvinti Motion carried.	
					Josephine Bottitta motion to nominate Nicole Henderson for the position of Second Vice President for the 2023 -2024 school year.	
S Y	Y	Y	M Y	Y	Seconded by Laura Avvinti Motioned carried.	

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Y	M	Y	Y	S	Jeanne D'Esposito motioned to accept the following appointments. Seconded by Kathleen Nolan – Kasal 5 Yes, No 0 Motion Carried	Approval Appointment s 2023-2024
Y	Y					
					<u>VI APPOINTMENTS FOR 2023-2024 SCHOOL YEAR</u>	
					District Clerk	Lisa Ridley
					Treasurer of the District	Brendan Rabinovsky
					Deputy Treasurer	Denise Lawlor
					Voting Delegate NYSSBA	President
					Alternate Voting Delegate NYSSBA	1 st Vice President
					Purchasing Agent	Christopher Caputo
					Alternate Purchasing Agent	Daniel Balzan
					Asbestos Designee	Daniel Balzan
					Attendance Officer	Daniel Nehlsen
					Student Residency Officer	Daniel Balzan
					Records Access Officer	Lisa Ridley
					Foil Appeal Officer	Daniel Balzan
					Chief Payroll Certification Officer	Dr. Lorna R. Lewis
					Data Protection Officer	Craig Vella
					Chief Information Officer	Daniel Nehlsen
					Counsel of Record	Frazer & Feldman,
					LLP	
					Labor Counsel	Frazer & Feldman, LLP
					External Auditors	R.S.Abrams, LLP
					Internal Auditors	Nawrocki Smith, LLP
					Accountants	Cullan and Danowski,
					LLP	
					Independent Claim Auditor	Peter Brady
					School Physician	Dr. Michelle C. Reed
					Extra Classroom Activities	Timothy Young
					Insurance Brokers of Record	
					a. Employee Benefits	J.J. Stanis & Emblem
					HIP	
						NYSHIP Empire, CSEA,
						Aflac,
						Brown and Brown
						New York School
					b. Liability	Insurance Reciprocal
						(NYSIR)
						Northern Insuring
						Agency
					c. NYS Disability Insurance	State Insurance
					Y. Depositories of School District Funds	J.P. Morgan Chase
						Metropolitan
						Commercial
					Z. Designation of Signatories for	Superintendent
					all School Warrants	and Christopher Caputo
					AA. Designation of District Newspaper	Newsday
						Malverne/Lynbrook
						Herald
						Noticia Long Island

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					<p>BB. Fiscal Advisor Capital Markets Advisor</p> <p>(for Tax Anticipation Note Anticipation Note Officer)</p> <p>CC. Liaison For Homeless Children & Youth Rebecca Gottesman</p> <p>DD. Bond Counsel Hawkins, Delafield & Wood</p> <p>EE. Title IX Coordinator Michael Pelan</p> <p>FF. Section 504 Coordinator Meredyth Martini</p> <p>GG. Sexual Harassment Complaint Officer Dr. Vincent Romano</p> <p>HH. District Pesticide Representative Denise Lawlor</p> <p>II. Superintendent's Hearing Officer Daniel Balzan</p> <p>JJ. DASA Coordinator Richard N. Thompson</p> <p>Nehlsen Daniel W. Russo, Esq.</p> <p>Michael Annibale, Esq.</p> <p>District Wide – Daniel</p> <p>MHS – Kesha Bascombe</p> <p>Joe Aquino</p> <p>HTH – Daniel Nehlsen</p> <p>DA - Rachel Yudin</p> <p>Martine Laventure</p> <p>MWD - Ed Tallon</p> <p>Jamie Carter-Jorif</p> <p>KK. Third party administrator of 403(b) and 457 plans: Omni Group, Inc.</p> <p>H2MArchitectEngineers</p> <p>MM. Environmental Science Consultants: Environmental Science</p> <p>NN. Election Inspector/Assistant Inspector Pauline Polomino</p> <p>Kate McDermott</p> <p><u>VII. A. AUTHORIZATION OF SIGNATORIES AND FACSIMILE SIGNATURES FOR DISTRICT BANK ACCOUNTS</u></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><u>B. BOND FOR DISTRICT TREASURER AND ASSISTANT SUPERINTENDENT FOR BUSINESS AND DEPUTY TREASURER</u></p> <p>Authorize bond for the District Treasurer, Deputy Treasurer and the Assistant Superintendent for Business</p>	<p>Authorization of Signatories And Facsimile</p> <p>Authorization Bond For District Treasurer, Deputy Treasurer Assistant superintendent for Business and Deputy Treasurer</p>
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				<p><u>C. SIGNATORY FOR BOND ANTICIPATION NOTE</u> Designate the Board President and the District Clerk as the signatories for single manual signature required on Bond Anticipation Notes.</p>	Designation of the Board President And District Clerk as the Signatories for single manual signature On Bond Anticipation
				<p><u>D. SIGNATORY FOR TAX ANTICIPATION NOTE</u> Designate the Board President and the District Clerk as the signatories for single manual signature required on Tax Anticipation Notes.</p>	Signatory For Tax Anticipation
				<p><u>E. APPOINTMENT OF TAX-SHELTERED ANNUITY PROGRAM</u> Appointment of OMNI GROUP as billing and disbursing agent for tax sheltered annuity program for fiscal year 2023-2024 for the employees of the Malverne UFSD.</p>	Appointment of Tax Asheltered Annuity Program
				<p><u>F. AUTHORIZATION TO MAKE TRANSFER OF FUNDS</u> 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>	Authorizatio n
				<p><u>G. AUTHORIZATION TO CERTIFY PAYROLLS</u> Authorize the Superintendent of Schools or Assistant Superintendent for Business to certify payrolls each month (Ed. Law 1720: Commissioner's Regulation 170.2).</p>	Authorizatio n to certify Payrolls
				<p><u>H. SIGNATORY OF FEDERAL FUNDS PROJECTS</u> Appoint the Superintendent of Schools for the 2023-2024 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>	Signatory Of Federal Funds 2023-2024
				<p><u>I. SIGNATORY OF STATE FUNDS PROJECTS</u> Appoint the Superintendent of Schools for the 2023-2024 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>	Signatory Of state funds projects
				<p><u>J. DESIGNATION OF ADVISORY COUNCIL OCCUPATIONAL EDUCATION</u> 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</p>	Designation of Advisory Council Occupational Education

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					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 2023-2024 school year for the fee of \$350.	
					<p>K. <u>IMPARTIAL HEARING OFFICER</u> Recommendation that the Board of Education approve the attached list of Impartial Hearing Officer Richard N. Thompson Impartial Hearing Officer Daniel W. Russo, Esq. Impartial Hearing Officer Michael Annibale, Esq.</p>	Approval of Impartial Hearing Officer
					<p>L. <u>BOARD OF EDUCATION MEETINGS CALENDAR 2023-2024</u> <div style="display: flex; justify-content: space-between;"> <div> July 11, 2023 August 29, 2023 September 12, 2023, October 10, 2023 November 14, 202 December 12, 2023, January 9, 2024, February 13, 2024 </div> <div> February 27, 2024 – Budget Meeting, March 12, 2024 March 26, 2024 – Budget Meeting, 7pm April 9, 2024 – BOE Mtg & Budget Adoption April 16, 2024 – BOCES Budget Vote May 14, 2024 May 21, 2024 – Budget Vote and Election June 11, 2024 </div> </div> </p>	Board of Meetings 2023 -2024
					<p>M. <u>AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS</u> Persons to administer these funds in the amount of \$100 each for the 2023/2024 school year.</p> <div style="display: flex; justify-content: space-between;"> <div> Mr. Christopher Caputo Ms. Lisa Ridley Ms. Kesha Bascombe, Principal Mr. Daniel Nehlsen, Principal School Ms. Rachel Gross, Principal Mr. Edward Tallon, Principal School </div> <div> Administration Administration Malverne High School Howard T. Herber Davison Avenue School Maurice W. Downing School </div> </div>	Authorization to Establish Petty Cash Funds 2023-2024
					<p>N. <u>APPOINTMENT OF SUPERVISOR OF ATTENDANCE REGISTERS 2023-2024</u> <div style="display: flex; justify-content: space-between;"> <div> Ms. Jo'Ellen Shearin Ms. Kimberly ,Caratelli Hassunia Ms. Michelle Miller Ms. Liz Niessing School </div> <div> Malverne High School Howard T. Herber School Davison Avenue Schools Maurice W. Downing </div> </div> </p>	Appointment of Supervisor of Attendance Registers
					<p>O. <u>APPOINTMENT OF COMMITTEE ON SPECIAL EDUCATION 2023-2024</u> Meredyth I. Martini CSE Chairperso Emma Copp Psychologist and Alternate Chairperson Yuisa Colon Psychologist and Alternate Chairperson Mindy DaSilva Psychologist and Alternate Chairperson Amanda LoSchiavo</p>	Appointment of Committee on Special Education 2023-2024

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				<p>Psychologist and Alternate Chairperson Olivia Dunn Psychologist and Alternate Chairperson</p> <ul style="list-style-type: none">• 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 (i.e., 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>P. <u>APPOINTMENT OF COMMITTEE ON PRESCHOOL SPECIAL EDUCATION 2023-2024</u></p> <ul style="list-style-type: none">• Olivia Dunn CPSE Chairperson• Meredyth Martini Alternate Chairperson• Emma Copp Alternate Chairperson• Amanda LoShiavo Alternate Chairperson• Yuisa Colon Alternate Chairperson• Arminda DaSilva 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) <p>Q. <u>THE FOLLOWING PERSONS ARE RECOMMENDED TO BE APPOINTED TO CSE SUBCOMMITTEES 2023-2024:</u></p> <ul style="list-style-type: none">• Emma Copp, Chairperson- Davison Avenue Elementary School• Yuisa Colin, Chairperson-Malverne High School• Mindy DaSilva, Chairperson -Howard T. Herber Middle School• Armanda LoSchiavo, Chairperson – Maurice Downing Elementary School• Olivia Dunn, 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 of the student if the child is or may be participating in the regular education environment.	<p>Appointment of 2023-2024 Committee on Pre-School Special Education</p> <p>Appointment of the 2023/2024 Committee on Special Education</p>
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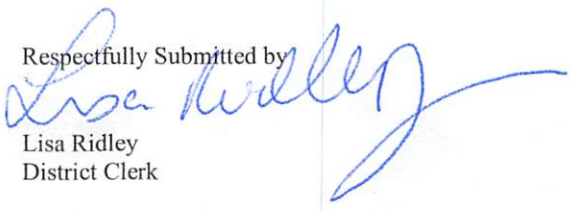
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				<ul style="list-style-type: none">• At least one special education teacher or special education provider (i.e.: related service provider) of the student.• The parents or persons in parental relationship to the student• Student with disability, 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. <p>R. <u>APPOINTMENT ON COMMITTEE TO BOTH THE CSE AND CPSE 2023-2024</u> The following persons are recommended to be appointed to both the CSE and CPSE.</p> <ul style="list-style-type: none">• Dr. Michele Reed, Physician• Mrs. Julia Canny - parent member• Mrs. Cara Dubas – parent member <p>S. <u>WELLNESS COMMITTEE 2023/2024</u></p> <ol style="list-style-type: none">1. Christopher Caputo - Co-Chairperson2. Michael Pelan - Co-Chairperson3. Kesha Bascombe – Principal4. Dan Nehlsen – Principal5. Rachel Yudin – Principal6. Ed Tallon – Principal7. James Miller – Assistant Principal8. Stephen Benfante – Assistant Principal9. Daniel Balzan – Administrator10. Brendan Rabinovsky – Treasurer11. Food Service Director – Whitsons12. Bill Bennett – Teacher - MWD13. Maura Spar – Teacher - MWD14. Lisa Gress – Teacher – HTH15. Janine Biancaniello – Teacher - HTH16. Deanna Vitola – Teacher – DA17. Patricia Desormeau – Teacher - DA18. Melissa McGowan – Teacher – MHS19. Lisa Deangelis – Teacher – MHS20. Amy Gardner - Parent21. Jo Richards – Parent22. Student Council President – High School <p>T. BE IT RESOLVED 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 2023-2024 school year.</p> <p>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 vehicles for district business.</p>	<p>Appointment on Committee to Both The CSE and CPSE 2023-2024</p> <p>Approval of Wellness Committee 2023/2024</p> <p>Approval of the 2023/2024 Lunch Program</p> <p>Approval of IRS mileage Reimbursement</p>
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				<p>V. BE IT RESOLVED that the Board of Education of the Malverne Union Free School District authorizes the attendance at conferences, conventions, and workshops by members of the Board of Education and Superintendent during the 2023-2024 school year.</p>	Approval of Board of Education Attendance of Conferences and Workshops 2023-2024
				<p>W. BE IT RESOLVED that the Board of Education of the Malverne Union Free School District authorizes the Superintendent to approve the attendance at conferences, conventions, and workshops of district employees during the 2023-2024 school year.</p>	Approval of Superintendent Attendance of Conferences and workshops
				<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>	Approval Readoption of All policies
				<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 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.</p>	Approval of Authorization on 1 st Vice President To execute documents in the Absence of Board President
				<p>VIII. <u>ADJOURNMENT</u></p> <p>Respectfully Submitted by</p>  <p>Lisa Ridley District Clerk</p>	Approval of Adjournment