

CARLE PLACE UNION FREE SCHOOL DISTRICT

BOARD OF EDUCATION MEETING
Ser. #1 REORGANIZATION MEETING
Pledge: Mr. Barry Dennis

High School North Cafeteria
8:00 PM July 1, 2015
Prayer: Mr. John DiFrisco

A G E N D A

CALL TO ORDER

- 1.1 Swearing in of newly re-elected Trustees, Anthony Bulzomi and Joseph LoCurto, by the District Counsel.
- 1.2 The nomination and election of the President and Vice President of the Board of Education for the 2015 – 2016 school year.
- 1.3 Swearing in of Board of Education President and Vice President, District Clerk, District Clerk Pro Tem, District Treasurer and Superintendent of Schools by District Counsel.
- 1.4 **RESOLVED:** the Board of Education approves the Board Officers and other officials of the District who report ultimately to the Board of Education as follows:

	APPOINTEE 2015-2016	REMUNERATION 2015-2016
District Clerk & Records Access Officer	Susan Eliasoph	As per agreement
District Treasurer	John Barodin	As per agreement
Internal Auditor	R.S. Abrams	As per agreement
External Independent Auditor	O'Connor Davies	As per agreement
Claims Auditor	Nawrocki, Smith	As per agreement
Approval Officer for Certification of Payroll	Board of Education President	
Purchasing Agent	Kevin Coffey	
Records Retention Officer <u>AND</u> District Clerk Pro Tem	Eileen Fredericks	
District Counsel	Guercio & Guercio, Esqs.	As per agreement
Bond Counsel	Hawkins, Delafield & Wood	As per agreement
Attendance Officers	Principals/Nurses	
Chief Physicians	Dr. Carmen Finamore, Dr. Keith Apuzzo & Associates	As per agreement

**Reorganization Meeting Agenda
July 1, 2015, Page 2**

Liaison for Homeless Children and Youth	Eileen Fredericks
Asbestos Hazard Emergency Response Act (AHERA) Local Education Authority (LEA) Designee Pesticide Representative	John Hendricken
Medicaid Compliance Officer Section 504 Compliance Officer	Asst. Supt. for Sp. Ed. and PPS Asst. Supt. for Sp. Ed. and PPS
Chemical Hygiene Officer	Joseph Malizia / John Hendricken
Fiscal Advisor	Capital Market Advisors LLC As per agreement
District-Wide School Safety Team Administrator	Asst. Supt. for Sp. Ed. and PPS
District Health/Safety Team Liaison	To Be Named (District Resident)
Architect	H2M Architects + Engineers (Holzmacher, McLendon & Murrell, P.C.)
Dignity for All Students Act (DASA) Coordinators	Dr. Lisa Laudante / Nikolaos Michael

1.5 RESOLVED: the Board of Education approves the following Board members to serve on committees:

	<u>TRUSTEE</u>	<u>ALTERNATE</u>
(a) Insurance	Entire Board	Trustee to be named
(b) Budget & Fiscal Affairs	Entire Board	President as Chairperson
(c) Building Inspection	Entire Board	Trustee to be named
(d) Employee Relations	Entire Board	President as Chairperson
(e) Community Relations/ Newsletter	Entire Board	Trustee to be named
(f) Scholarship Committee	Trustees to be named	Trustees to be named
(g) Legislation	Trustee to be named	Trustee to be named
(h) Curriculum and Instruction	Trustee to be named	Trustee to be named

**Reorganization Meeting Agenda
July 1, 2015, Page 3**

2. **RESOLVED:** the Board of Education approves a blanket bond in the amount of one million dollars covering all district employees.
3. **RESOLVED:** the Board of Education fixes the time and place of regular meetings of the Board of Education:

Date	Day of the Week	Comment
July 1, 2015	WEDNESDAY	Reorganization + Business Meeting
July 23, 2015	4 th Thursday	Business Meeting
August 13, 2015	2 nd Thursday	Business Meeting
August 27, 2015	4 th Thursday	Business Meeting
September 10, 2015	2 nd Thursday	Business Meeting
September 24, 2015	4 th Thursday	Business Meeting
October 8, 2015	2 nd Thursday	Workshop Meeting
October 22, 2015	4 th Thursday	Business Meeting
November 12, 2015	2 nd Thursday	Workshop (Thanksgiving is 4th Thursday)
December 10, 2015	2 nd Thursday	Business Meeting @ <u>Cherry Lane School</u>
January 14, 2016	2 nd Thursday	Business Meeting
January 28, 2016	4 th Thursday	Business Meeting
February 11, 2016	2 nd Thursday	Budget/Business Meeting
February 25, 2016	4 th Thursday	Budget/Business Meeting
March 10, 2016	2 nd Thursday	Budget/Business Meeting @ <u>Rushmore Avenue School</u>
March 31, 2016	5 th Thursday	Budget Adoption
April 19, 2016	TUESDAY	BOCES Budget Vote
May 5, 2016	1 st Thursday	Budget Hearing and Meet the Candidates
May 17, 2016	TUESDAY	BOE Annual Meeting, Budget Vote and BOE Election
June 9, 2016	2 nd Thursday	Business Meeting
June 23, 2016	4 th Thursday	Final meeting of 2015 – 2016 academic year. Business Meeting <i>We should anticipate a Reorganization Meeting on Tuesday, July 5, 2016.</i>

***All meetings will be held in the North Cafeteria, except where indicated.**

4. **RESOLVED:** the Board of Education approves the following banks for the 2015/2016 school year as follows: Bank of America, Citibank, Capital One Bank, TD Bank, Flushing Bank, HSBC, JP Morgan Chase and First National Bank of Long Island. These accounts are for the General, Federal, Cafeteria, Capital, Trust, Scholarship, Payroll and Extra Classroom Funds.

The maximum amounts deposited in each depository are subject to the deposit maximums on file with the district.

**Reorganization Meeting Agenda
July 1, 2015, Page 4**

5. **RESOLVED:** the Board of Education designates as the official district newspapers, *Westbury Times, Newsday and Long Island Business News*.
6. **RESOLVED:** the Board of Education delegates authority to the Assistant Superintendent for Business, or his/her designee, together with the Purchasing Agent, or his/her designee, to open bids and to report the tabulation of the bids to the Board of Education, and to arrange for the publication of all bids required to be advertised.
7. **BE IT RESOLVED:** that upon the recommendation of the Superintendent, the Board hereby authorizes the purchase and procurement of apparatus, materials, equipment and supplies and services related to the installation, maintenance or repair of such apparatus, materials, equipment and supplies, the cost of which exceeds \$20,000, on the basis of the “best value” exception to the competitive bidding requirements of the General Municipal Law, and consistent with all other applicable requirements of the General Municipal Law.
8. **WHEREAS,** the Board of Education desires to manage its exposure to workers’ compensation liability; and

WHEREAS, the Board of Education has determined that continued membership in a cooperative is the most economical and efficient manner in which to administer the district’s workers’ compensation program; and

WHEREAS, the Board of Education shall evaluate its participation in this cooperative each year,

BE IT RESOLVED, that the Board of Education maintain its membership in the Nassau County Schools Cooperative Self-Insurance Plan for Workers’ Compensation for the 2015-2016 school year; and

BE IT FURTHER RESOLVED, that the Board of Education appoints Anthony J. Cedrone, Assistant Superintendent for Business, as trustee to the Nassau County Schools Cooperative Self-Insurance Plan for Workers’ Compensation.

9. **RESOLVED:** the Board of Education approves the ceilings and expense accounts as follows:

**For Staff Members
For Board Members**

**\$75/day + hotel, IRS current rate
per mile + tolls for private vehicle
or reimbursement for public
transportation;
Expense reports with receipts to be
submitted to the Business Office by**

voucher within 30 days of return.

**Reorganization Meeting Agenda
July 1, 2015, Page 5**

Board members attendance at workshops, conferences, conventions, per list, additions to list per requests from Board members

American Association of School Administrators, Nassau Suffolk School Boards Assoc., N.Y.S. School Boards Assoc., National School Boards Assoc., Long Island SCOPE

10. RESOLVED: the Board of Education approves the following Petty Cash Funds:

Superintendent	\$100.00
Assistant Superintendent/Business	\$100.00
Assistant Superintendent of Instruction & Personnel	\$100.00
Assistant Superintendent For Special Education and Pupil Personnel Services	\$100.00
High School	\$100.00
Rushmore School	\$100.00
Cherry Lane School	\$100.00
District/Maintenance	\$100.00

11. RESOLVED: the Board of Education approves the District Clerk to act as Chairperson for the Annual Election and in the event of his/her unavailability, the Assistant Superintendent for Business will act in his/her absence.

12. RESOLVED: the Board of Education approves the Building Sub-Committees on Special Education, as follows:

Psychologist/Chairperson	Dr. Christopher E. Grieco
Psychologist/Chairperson	Dr. Michele Rabito-Pakula
Psychologist/Chairperson	Mary Jo Dellino

Parent of Child

Regular Education Teacher of the Child

Special Education Teacher of the Child

13. RESOLVED: the Board of Education approves the District Committee on Special Education, as follows:

Chairperson	Asst. Supt. for Sp. Ed. and PPS
--------------------	--

Psychologist/Chairperson	Dr. Christopher E. Grieco
Psychologist/Chairperson	Dr. Michele Rabito-Pakula
Psychologist/Chairperson	Mary Jo Dellino

**Reorganization Meeting Agenda
July 1, 2015, Page 6**

Social Worker	Dr. Lisa Laudante
Social Worker	Nikolaos Michael
Parent of Child	
Parent Members	Mary Bruschi
	Carolyn Bunt
	LouAnn Bonomi
Surrogate Parent	Kim Carbone
Special Education Teacher of the Child	
Regular Education Teacher of the Child	
Physician	Dr. Carmen Finamore and Dr. Keith Apuzzo & Assoc.

14. RESOLVED: the Board of Education approves the District Committee on Pre-School Special Education, as follows:

Chairperson	Dr. Michele Rabito-Pakula
Psychologist	Dr. Christopher E. Grieco
Psychologist	Dr. Michele Rabito-Pakula
Psychologist	Mary Jo Dellino
Parent of Child	
Parent Members	LouAnn Bonomi
Surrogate Parent	Kim Carbone
Special Education Teacher	
Regular Education Teacher	
Evaluator	Person from approved evaluation site and/or representative from district staff
County Representative	Designated by Nassau County Department of Health

**Reorganization Meeting Agenda
July 1, 2015, Page 7**

15. RESOLVED: the Board of Education accepts the district-specific list of the Impartial Hearing Reporting System for hearing officers that are certified and available for the school district.

15.1 RESOLVED: the Board of Education appoints_____ (BOE Member)_____ to appoint individual hearing officers from the rotational list to serve in special education impartial hearings.

16. RESOLVED: the Board of Education approves the members for the Scholarship Committee, as follows:

Betsy Paffmann	High School Principal
Frank Voce	Chairperson of Guidance
Kevin Winsch	Superintendent of Schools
Community Members TBD (3)	
Appointed Board Member and Board Alternate	

17. RESOLVED: the Board of Education approves the following officials to sign checks for the Extra Classroom Funds, as follows:

Supervisor	Gerald Baratta	Assistant Principal
Alternate	Thomas DePaola	High School Principal
Treasurer	Caryl Lorandini	

18. RESOLVED: the Board of Education directs the District Treasurer to publish the Annual Financial Report and Certification of Audit for the 2014-2015 school year in the *Westbury Times*.

19. RESOLVED: the Board of Education approves the officers of the District's Board of Elections as follows:

**Chairperson – Mary Sablano -- \$192.00 per day
Assistant – Sandra Veneroni -- \$184.00 per day**

20. RESOLVED: the Board of Education approves the District's Inspectors of Election, at a rate of \$10.00 per hour each, as follows:

Maryann Klein	Mary P. Kruk	Rose Norman
Patricia Kearney	Jeanne Harrington	Janice Macchia
Gloria Monitto	John Veneroni	Donna Donnelly
Joseph Macchia	Theresa Iadevaia	
Elaine M. Kanno		
(Substitute others as needed)		

**Reorganization Meeting Agenda
July 1, 2015, Page 8**

- 21. RESOLVED: the Board of Education approves Senior Citizen Director and Arts & Crafts Instructor at the following rates:**

Director	Barbara Heslin – weekly for 40 weeks at \$15 per hour up to 10 hours per week
Instructor	Ann Mascola - 3 times/per month for 10 months at \$45/session

- 22. RESOLVED: the Board of Education approves the following authorizations:**

22.1 Superintendent to approve attendance at conferences, conventions, workshops. In the absence of the Superintendent, the Assistant Superintendent for Business will serve as alternate.

22.2. Authorized signatures on checks to be signed by the District Treasurer. In the event of his/her unavailability, the Superintendent of Schools will act in his/her absence:

Payroll Account	1 signature	District Treasurer
All other accounts	1 signature	District Treasurer

22.3 Superintendent to approve budget transfers up to \$5,000.00. In the absence of the Superintendent, the Assistant Superintendent for Instruction and Personnel will serve as alternate.

23. RESOLVED: the Board of Education approves wages for summer student workers at \$8.75 per hour to be the minimum wage for the first year of employment and \$9.00 an hour (.25 more an hour) for students who return in subsequent years.

24. RESOLVED: the Board of Education approves the attached list of district-owned cell phones with accompanying job titles, using them for School District business purposes only. Said list is on file in the Business Office where it is maintained and updated as necessary.

25. RESOLVED: the Board of Education authorizes the Superintendent of Schools and/or the Director of Facilities and Operations and/or the Assistant Superintendent for Business and/or the Assistant Superintendent for Instruction and Personnel as the designated agents of the Board of Education to file a complaint or accusatory instrument on behalf of the Board of Education charging any person, firm, or corporation who is in violation of the policies of the Board of Education and any Federal, State, and local laws.

**Reorganization Meeting Agenda
July 1, 2015, Page 9**

- 26. RESOLVED:** the Board of Education agrees, in compliance with Title IX of the Educational Amendments of 1972, that the Carle Place Union Free School District, Carle Place, Nassau County, New York, does not discriminate on the basis of sex in the educational programs or activities which it operates. This policy of non-discrimination includes, but is not limited to, recruitment and appointment of employees, employment pay and benefits, counseling services for students, access by students to educational programs, course offerings and student activities.

The district officials responsible for the coordination of activities relating to compliance with Title IX are the Assistant Superintendent for Special Education and Pupil Personnel Services and Anthony J. Cedrone, Assistant Superintendent for Business. They will provide information, including complaint procedures, to any student or employee who feels that his or her rights under Title IX may have been violated by the district or its officials.

- 27. BE IT RESOLVED** that the Carle Place Union Free School District hereby establishes the following as standard work days for appointed** officials and will report the wages earned by these officials to the New York State and Local Employees' Retirement System based upon the time sheets submitted by these officials to the district's Business Office.

Title	Name	Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (Hrs./ Day)	Term Begins/Ends	Participates in Employer's Timekeeping System (Y/N)	Days/ Month
Elected Officials							
None							
Appointed Officials							
Treasurer/Jr. Accountant	John Barodin			7	07/01/2015 - 06/30/2016	Y	N/A*
District Clerk/Clerk in PPS Office	Susan Eliasoph			7	07/01/2015 - 06/30/2016	Y	N/A*

***Both of these Appointed Officials are also full-time employees of the District working in additional, other titles. As a result, they are already members of the Employees' Retirement System (ERS) who are credited with a full year of service for each year worked. The stipend paid as a result of the additional time spent as Appointed Officials will be reported to the ERS and the hours worked in this capacity will be recorded on time sheets and submitted to the District Business Office.**

**Reorganization Meeting Agenda
July 1, 2015, Page 10**

****Elected has been removed from this resolution because of the fact that the district does not have any elected officials to which this reporting requirement would apply.**

28. BE IT RESOLVED that the Carle Place Union Free School District hereby establishes the attached schedule of charges for the use of district facilities during the 2015 – 2016 school year.

29. BE IT RESOLVED that the Board of Education hereby establishes for the 2015 – 2016 school year the rate of pay for substitute salaries in the district as follows:

Substitute Title	Salary 2015 – 2016 School Year
Substitute Teacher <u>and</u> Substitute Nurse	First – 20 days: \$ 106 daily 21 – 60 days: \$ 111 daily 61 + days: \$ 116 daily
Substitute Teacher Aide	\$ 16.00 per hour
Substitute Teacher Aide Summer	\$ 19.38 per hour
Substitute Teacher Aide/ABA Aide	\$ 20.00 per hour
Substitute Teacher Aide/ABA Aide Summer	\$ 24.24 per hour
Substitute Clerk	\$ 16.00 per hour
Substitute Cafeteria Monitor	\$ 8.75 per hour
Substitute Food Service Worker	\$ 8.75 per hour
Substitute Security Officers	\$ 21.00 – \$ 22.05 per hour dependent upon assigned shift
Substitute Cleaner/Courier	\$ 16.00/hour

30. ADJOURN