MINUTES REORGANIZATION MEETING

Tuesday – July 14, 2020

Phyllis M. Tinsely	Laura Avvinti	Josephine Bottitta	Jeanne D' Esposito	Danielle Hopkins	AGENDA ITEM:	ACTION TAKEN:
					BOARD MEMBERS PRESENT	
					Phyllis M. Tinsley, Laura Avvinti, Josephine Bottitta Jeanne D'Esposito, Danielle Hopkins also present were Dr. James Hunderfund, Steven Gilhuley, Christopher Caputo, and attorney Joseph Lily	
M Y	S Y	Y	Y	Υ	I - CALL TO ORDER The meeting was held virtually Phyllis M. Tinsely motioned to call the meeting to order at 6:03 pm Seconded by Laura Avvinti 5 Yes; No -0 Motion carried	Call To Order
M Y	S Y	Υ	Y	Υ	II -EXECUTIVE SESSION Phyllis M. Tinsely motioned to retire into executive session at 6:03pm Seconded by, Laura Avvinti 5 Yes, No, 0 Motion carried	Executive Session
					III MEETING RECOVENED Lisa Ridley, District Clerk motioned to reconvene the re-organization meeting at 8:00pm.	Meeting Reconvened
					IV -PLEDGE OF ALLEGIANCE	Pledge of Allegiance
Υ	SY	Υ	Υ	M	V- NOMINATION OF OFFICE AND ADMINISTRATION OF OATH Danielle Hopkins motioned to nominate Phyllis M. Tinsley for the position of Board President for the 2020/2021 school year Seconded by Laura Avvinti 5 Yes, No 0 Motion Carried	Nomination of Board Member Officers
Y	Y	S Y	M Y	Υ	Jeanne D'Esposito motioned to nominate Laura Avvinti for the position of 1 ST Vice President for the 2020/2021 school year Seconded by Josephine Bottitta 5 Yes, No 0 Motion Carried	
Υ	Y	Y	S Y	M	Danielle Hopkins motioned to nominate Josephine for the position of 2 nd Vice President for the 2020/2021 school year Seconded by Jeanne D'Esposito 5 Yes, No, 0 Motion Carried	
				M		

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V	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	\ \ \	S	Danielle Hopkins motioned to accept the following appointments	
Υ	Υ	Υ	Υ	Y Seconded by Jeanne D'Esposito	A
				5 Yes, No,0 Motion Carried	Approval Appointments
				VI ADDOINTMENTO FOR COOK COME OF VEAD	District Clerk
				VI –APPOINTMENTS FOR 2020-2021 SCHOOL YEAR	Assistant District
					Clerk
				A. District Clerk Lisa Ridley	Treasurer of the
				B. Treasurer of the District TBD	District
				C. Deputy Treasurer Denise Lawlor	Purchasing Agent Alternate
				D. Voting Delegate NYSSBA President	Purchasing Agent
				E. Alternate Voting Delegate NYSSBA 1st Vice President	Asbestos
				F. Purchasing Agent Christopher Caputo	Designee,
				G. Alternate Purchasing Agent Daniel Balzan	Attendance
				H. Asbestos Designee Daniel Balzan	Officer
				I. Attendance Officer Daniel Nehlsen	Residency of Students,
				J. Student Residency Officer Daniel Nehlsen	Counsel of Record
				K. Records Access Officer Lisa Ridley	Negotiating
				L. Foil Appeal Officer Daniel Balzan	Attorney
				N. Chief Payroll Certification Officer Christopher Caputo	Independent
				O. Data Protection Officer Craig Vella	Auditors
				P. Counsel of Record Frazer & Feldman,	Insurance Brokers of record
				LLP	DIORCIS OF TOUTU
				Q. Labor Counsel Frazer & Feldman,	
				LLP	
				R. External Auditors R.S. Abrams, LLP	
				S. Internal Auditors Nawrocki Smith, LLP	
				T. Accountants Cullen and Danowski, LLP	
				U. Independent Claim Auditor Peter Brady	
				V. School Physician Dr. Michelle C. Reed	
				W. Extra Classroom Activities Timothy Young	
				X. Insurance Brokers of Record	
				a. Employee Benefits J.J. Stanis & Co.	
				Brown and Brown	
				b. Liability New York School	Depositories of
				Insurance Reciprocal	School Warrants, Designation of
				(NYSIR)	District
				(IVI SIK)	Newspapers
				Northern Insuring	Fiscal Advisor
				Agency	Bond Counsel,
				c. NYS Disability Insurance State Insurance	Title IX Coordinator
				Y. Depositories of School District Funds JP Morgan Chase	Sexual
				Metropolitan	Harassment
				Commercial	Officer,
				Z. Designation of Signatories for Superintendent all School	District Destinide
				Warrants and Christopher Caputo	District Pesticide Representative
				AA. Designation of District Newspaper Newsday	representative
				The Designation of District Newspaper - Newsday	Superintendent
				Malverne/Lynbrook Herald	Hearing Officer
				BB. Fiscal Advisor Capital Markets Advisors	
				LLC (for Tax Anticipation Note Office and Bond	
				Anticipation Note	
				Officer)	
				CC. Liaison For Homeless Children & Youth Rebecca Gottesman	
				DD. Bond Counsel Hawkins, Delafield &	
				Wood	
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 EE. Title IX Coordinator FF. Section 504 Coordinator GG. Sexual Harassment Complain HH. District Pesticide Representat II. Superintendent's Hearing Off Richard N. Thompson 	ive Daniel Balzan	
JJ. DASA Coordinator Nehlsen	District Wide – Daniel	
	MHS- Vincent Romano	
KK. Third party administrator of and 457 plans:LL. ArchitectMM. Environmental Science Con	H2M Architects and Engineers	Authorization of Signatories and Facsimile Signatures for District Bank Accounts
Science NN. Election Inspector/Assistant In AUTHORIZATION OF SIGNAT SIGNATURES FOR DISTRICT 1.Board President, Treasurer, Dep	TORIES AND FACSIMILE BANK ACCOUNTS uty Treasurer and Business	Bond to District Treasurer
(JP Morgan Chase)	for the District's Bank Accounts,	and Business Administrator
President, District's Treasurer, a	be signed by the District Treasurer	Signatory for Bond Anticipation Notes
3. Authorize the use of a facsimile signature, Deputy Treasurer's s Board President's signature on	ignature (if necessary) and the all checks	Signatory for Tax Anticipation Note
B. BOND FOR DISTRICT TR SUPERINTENDENT FOR I TREASURER Authorize bond for the District the Assistant Superintendent for	BUSINESS AND DEPUTY Treasurer, Deputy Treasurer and	Appointment for Tax Sheltered Annuity Program
C. SIGNATORY FOR BOND A Designate the Board President signatories for single manual s Anticipation Notes.	and the District Clerk as the	

D. SIGNATORY FOR TAX ANTICIPATION NOTEDesignate the Board President and the District Clerk as the

Anticipation Notes.

MINUTES REORGANIZATION MEETING

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signatories for single manual signature required on Tax Anticipation Notes.

E. <u>APPOINTMENT OF TAX SHELTERED ANNUITY</u> PROGRAM

Appointment of OMNI GROUP as billing and disbursing agent for tax sheltered annuity program for fiscal year 2020-2021 for the employees of the Malverne UFSD.

F. 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.

Authorization to Certify Payrolls

G. <u>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).

Appointment of signatory of State Funds Projects

H. SIGNATORY OF FEDERAL FUNDS PROJECTS

Appoint the Superintendent of Schools for the 2020-2021 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 2020-2021 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.

Appointment of signatory of State Funds Projects

Designation of Advisory Council for Occupational Education

J. <u>DESIGNATION OF ADVISORY COUNCIL</u> <u>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 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 2020-2021school year for the fee of \$350.

K. IMPARTIAL HEARING OFFICER Office

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

Appointment of Impartial Hearing Officer

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L.	BOARD OF EDUCATION MEETINGS CALENDAR						
	2020-2021						

February 9, 2021

February 23, 2021-Budget Meeting,

7pm

September 8, 2020 March 9, 2021 October 13, 2020 April 20, 2021 November 10, 2020 May 11, 2021

December 8, 2020 May 18, 2021 -Budget Vote and

Election June 8, 2021

July 7, 2020

August 25, 2020

M. <u>AUTHORIZATION TO ESTABLISH PETTY CASH</u> <u>FUNDS</u>

Persons to administer these funds in the amount of \$100 each for the 2020/2021 school year.

Mr. Christopher Caputo
Ms. Lisa Ridley
Administration
Administration
Administration
Administration
Malverne High School
Howard T. Herber School
Ms. Rachel Gross, Principal
Mr. Edward Tallon, Principal
Maurice W. Downing School

N. <u>APPOINTMENT OF SUPERIVISOR OF ATTENDANCE</u> <u>REGISTERS</u>

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

O. <u>APPOINTMENT OF COMMITTEE ON SPECIAL</u> <u>EDUCATION 2020-2021</u>

Meredyth I. Martini CSE Chairperso

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.

Board of Education Meetings 2020-2021

Authorization to Establish Petty Cash Funds

Appointment of Supervisor of Attendance Registers

Appointment of the 2020/2021 Committee on Special Education

MINUTES REORGANIZATION MEETING

Tuesday – July 14, 2020	
Parent Member (only on request)	Appointment of 2020-2021
P. <u>APPOINTMENT OF COMMITTEE ON PRESCHOO</u> <u>SPECIAL EDUCATION 2020-2021</u>	Pre-School
• CPSE Chairperson	Special Education
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 to is or may be participating in the regular education.	he child
environment	
• A special education teacher of the child, or if approspecial education provider of the child	
• Claire Conway, Heidi Kenney, Lauren Rose (altern speech teachers)	
• Elizabeth Connolly, Michele Floria, Alternate occu therapists	
Appropriately certified or licensed professional from Department of Health's Early Intervention Profession Profession Profession Profession Profession Profession Profession Professi	
from (if appropriate)	.1
Appropriately certified or licensed professional from municipality	m the
Parent(s) of the preschool child	Appointment
Parent member (only on request)	of 2020-2021
Q. THE FOLLOWING PERSONS ARE RECOMMEND BE APPOINTED TO CSE SUBCOMMITTEES:	CSE Subcommittees
Michael Bralla, Chairperson- Davison Avenue Elements School	ary
Yuisa Colin, Chairperson-Malverne High School	
Mindy DaSaliva, Chairperson –Howard T. Herber Midd	
Amanda LoSchiavo, Chairperson –Maurice Downing E School	lementary
At least one special education teacher of the student if the or may be participating in the regular education environ	
At least one special education teacher or special education.	on
provider(i. Related service provider) of the student.	udant
 The parents of persons in parental relationship to the stu Student with disability, where appropriate 	ident
Other persons having knowledge or special expertise received.	egarding
the Student including related services personnel as app	
as the school District or the parent(s) shall designate.	Appointment
R. APPOINTMENT ON COMMITTEE TO BOTH TH	of the 2020/2021
AND CPSE	to Both CSE and CPSE
The following persons are recommended to be app	
both the CSE and CPSE.	
• Dr. Michele Reed, Physician	

Approval of

MINUTES REORGANIZATION MEETING

Tuesday – July 14, 2020

Wellness

WELLNESS COMMITTEE

S. 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	Approval of the 2020/2021 Lunch Program Approval of
Program for the 2020-2021 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 2020-2021 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.	IRS mileage Reimbursement Approval of Board of Education Attendance of Conferences And workshops 2020/2021 Approval of Superintendent Attendance of Conferences And workshops 2019/2020 Approval Readoption of All policies Approval of

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Y	S	Υ	M	Υ	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 st Vice President of the Board of Education to be the presiding officer of meetings and further authorize the 1 st 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.	Authorization on 1st Vice President To execute documents in the Absence of Board President
					ADJOURNMENT Josephine Bottitta motioned to adjourn the Re-Organization meeting at 8:22pm Seconded by Danielle Hopkins Motion carried 5 Yes, 0 No	Approval of Adjournment
					Respectfully Submitted by Lisa Ridley District Clerk	