

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

**MINUTES  
REORGANIZATION MEETING**

**Tuesday – July 14, 2020**

Phyllis M. Tinsely	Laura Avvinti	Josephine Bottitta	Jeanne D' Esposito	Danielle Hopkins	<b>AGENDA ITEM:</b>	<b>ACTION TAKEN:</b>
					<b><u>BOARD MEMBERS PRESENT</u></b>	
					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					<b><u>I - CALL TO ORDER</u></b> 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	<b>Call To Order</b>
Y	S Y	Y	Y	Y		
M					<b><u>II -EXECUTIVE SESSION</u></b> Phyllis M. Tinsely motioned to retire into executive session at 6:03pm Seconded by, Laura Avvinti 5 Yes, No, 0 Motion carried	<b>Executive Session</b>
Y	S Y	Y	Y	Y		
					<b><u>III MEETING RECOVERED</u></b> Lisa Ridley, District Clerk motioned to reconvene the re-organization meeting at 8:00pm.	<b>Meeting Reconvened</b>
					<b><u>IV -PLEDGE OF ALLEGIANCE</u></b>	<b>Pledge of Allegiance</b>
				M	<b><u>V- NOMINATION OF OFFICE AND ADMINISTRATION OF OATH</u></b> 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	<b>Nomination of Board Member Officers</b>
Y	S Y	Y	Y	Y		
			M		Jeanne D'Esposito motioned to nominate Laura Avvinti for the position of 1 <sup>ST</sup> Vice President for the 2020/2021 school year Seconded by Josephine Bottitta 5 Yes, No 0 Motion Carried	
Y	Y	S Y	Y	Y		
				M	Danielle Hopkins motioned to nominate Josephine for the position of 2 <sup>nd</sup> Vice President for the 2020/2021 school year Seconded by Jeanne D'Esposito 5 Yes, No, 0 Motion Carried	
Y	Y	Y	S Y	Y		
				M		

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Y	Y	Y	S Y	Y	<p>Danielle Hopkins motioned to accept the following appointments Seconded by Jeanne D’Esposito 5 Yes, No,0 Motion Carried</p> <p><b><u>VI –APPOINTMENTS FOR 2020-2021 SCHOOL YEAR</u></b></p> <p>A. District Clerk Lisa Ridley B. Treasurer of the District TBD C. Deputy Treasurer Denise Lawlor D. Voting Delegate NYSSBA President E. Alternate Voting Delegate NYSSBA 1<sup>st</sup> Vice President F. Purchasing Agent Christopher Caputo G. Alternate Purchasing Agent Daniel Balzan H. Asbestos Designee Daniel Balzan I. Attendance Officer Daniel Nehlsen J. Student Residency Officer Daniel Nehlsen K. Records Access Officer Lisa Ridley L. Foil Appeal Officer Daniel Balzan N. Chief Payroll Certification Officer Christopher Caputo O. Data Protection Officer Craig Vella P. Counsel of Record Frazer &amp; Feldman, LLP Q. Labor Counsel Frazer &amp; Feldman, LLP R. External Auditors R.S. Abrams, LLP S. Internal Auditors Nawrocki Smith, LLP</p> <p>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 &amp; Co. Brown and Brown b. Liability New York School Insurance Reciprocal (NYSIR) Northern Insuring Agency c. NYS Disability Insurance State Insurance</p> <p>Y. Depositories of School District Funds JP Morgan Chase Metropolitan Commercial</p> <p>Z. Designation of Signatories for Superintendent all School Warrants and Christopher Caputo AA. Designation of District Newspaper Newsday Malverne/Lynbrook Herald</p> <p>BB. Fiscal Advisor Capital Markets Advisors LLC (for Tax Anticipation Note Office and Bond Anticipation Note Officer) CC. Liaison For Homeless Children &amp; Youth Rebecca Gottesman DD. Bond Counsel Hawkins, Delafield &amp; Wood</p>	<p><b>Approval Appointments District Clerk Assistant District Clerk Treasurer of the District Purchasing Agent Alternate Purchasing Agent Asbestos Designee, Attendance Officer Residency of Students, Council of Record Negotiating Attorney Independent Auditors Insurance Brokers of record</b></p> <p><b>Depositories of School Warrants, Designation of District Newspapers Fiscal Advisor Bond Counsel, Title IX Coordinator Sexual Harassment Officer,  District Pesticide Representative  Superintendent Hearing Officer</b></p>
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				<p>signatories for single manual signature required on Tax Anticipation Notes.</p> <p><b><u>E. 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 2020-2021 for the employees of the Malverne UFSD.</p> <p><b>F.</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><u>G. 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><u>H. SIGNATORY OF FEDERAL FUNDS PROJECTS</u></b> 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.</p> <p><b><u>I. SIGNATORY OF STATE FUNDS PROJECTS</u></b> 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.</p> <p><b><u>J. 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 2020-2021 school year for the fee of \$350.</p> <p><b><u>K. 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>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> <p><b>Appointment of Impartial Hearing Officer</b></p>
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Y	S Y	Y	M Y	Y	<p><b>Y.</b> 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 style="text-align: center;"><b><u>ADJOURNMENT</u></b> Josephine Bottitta motioned to adjourn the Re-Organization meeting at 8:22pm Seconded by Danielle Hopkins Motion carried 5 Yes, 0 No</p> <p style="text-align: center;">Respectfully Submitted by</p> <p style="text-align: center;">Lisa Ridley District Clerk</p>	<p><b>Authorization on 1<sup>st</sup> Vice President To execute documents in the Absence of Board President</b></p> <p><b>Approval of Adjournment</b></p>