

MALVERNE UNION FREE SCHOOL DISTRICT
Board of Education Reorganization Meeting
Tuesday July 5, 2022
7:00 P.M.

BOARD MEMBERS

Josephine Bottitta, **President**
Laura Avvinti, **1st Vice President**
Jeanne D'Esposito, **2nd Vice President**
Nicole Henderson, **Trustee**
Kathleen Nolan-Kasal, **Trustee**

ADMINISTRATION

Dr. Lorna R. Lewis, **Superintendent**
Steven Gilhuley, **Assistant Superintendent for Curriculum Instruction**
Christopher Caputo, Assistant Superintendent for Business
Daniel Balzan, **Assistant Administrator for Business**

BOARD OFFICERS

Lisa Ridley, **District Clerk**
Alyssa Contarino, **Treasurer**

BOARD COUNSEL

Frazer & Feldman, LLP

AGENDA

- I CALL TO ORDER**

- II EXECUTIVE SESSION**

- III PLEDGE OF ALLEGIANCE**

- IV NOMINATION OF OFFICE AND ADMINISTRATION OF OATH**
 - A. President**
 - B. First Vice-President**
 - C. Second Vice President**

V **APPOINTMENTS FOR 2022-2023 SCHOOL YEAR**

A. District Clerk	Lisa Ridley
B. Treasurer of the District	Alyssa Contarino
C. Deputy Treasurer	Denise Lawlor
D. Voting Delegate NYSSBA	President
E. Alternate Voting Delegate NYSSBA	1 st 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 Balzan
K. Records Access Officer	Lisa Ridley
L. Foil Appeal Officer	Daniel Balzan
M. Chief Payroll Certification Officer	Dr. Lorna R. Lewis
N. Data Protection Officer	Craig Vella
O. Chief Information Officer	Daniel Nehlsen
P. Counsel of Record	Frazer & Feldman, LLP
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., Emblem HIP, NYSHIP Empire, CSEA, Aflac, Brown and Brown New York School Insurance Reciprocal (NYSIR)
b. Liability	Northern Insuring Agency State Insurance
c. NYS Disability Insurance	J.P. Morgan Chase Metropolitan Commercial Superintendent and Christopher Caputo Newsday Malverne/Lynbrook Herald Noticia Long Island
Y. Depositories of School District Funds	
Z. Designation of Signatories for all School Warrants	
AA. Designation of District Newspaper	
BB. Fiscal Advisor	Capital Markets Advisors LLC (for Tax Anticipation Note Officer and Bond Anticipation Note Officer)
CC. Liaison For Homeless Children & Youth	Rebecca Gottesman

DD. Bond Counsel	Hawkins, Delafield & Wood
EE. Title IX Coordinator	Michael Pelan
FF. Section 504 Coordinator	Meredyth Martini
GG. Sexual Harassment Complaint Officer	Steven Gilhuley/ Denise Lawlor
HH. District Pesticide Representative	Daniel Balzan
II. Superintendent's Hearing Officer	Richard N. Thompson
JJ. 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
KK. Third party administrator of 403(b) and 457 plans:	Omni Group, Inc.
LL. Architect	H2M Architects and Engineers
MM. Environmental Science Consultants:	Environmental Science
NN. Election Inspector/Assistant Inspector	Pauline Polomino Kate McDermott

VI A. AUTHORIZATION OF SIGNATORIES AND FACSIMILE SIGNATURES FOR DISTRICT BANK ACCOUNTS

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)
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).
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

B. BOND FOR DISTRICT TREASURER AND ASSISTANT SUPERINTENDENT FOR BUSINESS AND DEPUTY TREASURER
 Authorize bond for the District Treasurer, Deputy Treasurer and the Assistant Superintendent for Business

C. SIGNATORY FOR BOND ANTICIPATION NOTE
 Designate the Board President and the District Clerk as the signatories for single manual signature required on Bond Anticipation Notes.

D. SIGNATORY FOR TAX ANTICIPATION NOTE

Designate the Board President and the District Clerk as the signatories for single manual signature required on Tax Anticipation Notes.

E. APPOINTMENT OF TAX SHELTERED ANNUITY PROGRAM

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.

F. AUTHORIZATION TO MAKE TRANSFER OF FUNDS

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.

G. AUTHORIZATION TO CERTIFY PAYROLLS

Authorize the Superintendent of Schools or Assistant Superintendent for Business to certify payrolls each month (Ed. Law 1720: Commissioner's Regulation 170.2).

H. SIGNATORY OF FEDERAL FUNDS PROJECTS

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.

I. SIGNATORY OF STATE FUNDS PROJECTS

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.

J. DESIGNATION OF ADVISORY COUNCIL OCCUPATIONAL EDUCATION

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 2022-2023 school year for the fee of \$350.

K. IMPARTIAL HEARING OFFICER

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

L. BOARD OF EDUCATION MEETINGS CALENDAR 2022-2023

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

M. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS

Persons to administer these funds in the amount of \$100 each for the 2022/2023 school year.

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

N. APPOINTMENT OF SUPERVISOR OF ATTENDANCE REGISTERS 2022-2023

Ms. Jo’Ellen Shearin	Malverne High School
Ms. Kimberly Caratelli Hassunia	Howard T. Herber School
Ms. Michelle Miller/Jamella McNeil	Davison Avenue Schools
Ms. Liz Niessing	Maurice W. Downing School

O. APPOINTMENT OF COMMITTEE ON SPECIAL EDUCATION 2022-2023

Meredyth I. Martini	CSE Chairperson
Emma Copp	Psychologist and Alternate Chairperson
Yuisa Colon	Psychologist and Alternate Chairperson
Armindia DaSilva	Psychologist and Alternate Chairperson
Amanda LoSchiavo	Psychologist and Alternate Chairperson
Dana Lavine	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 (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. APPOINTMENT OF COMMITTEE ON PRESCHOOL SPECIAL EDUCATION 2022-2023

- CPSE Chairperson TBD CPSE Chairperson
- Meredyth Martini Alternate Chairperson
- Dana Lavine 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)

Q. THE FOLLOWING PERSONS ARE RECOMMENDED TO BE APPOINTED TO CSE SUBCOMMITTEES 2022-2023:

- Emma Copp, Chairperson- Davison Avenue Elementary School
- Yuisa Colin, Chairperson-Malverne High School
- Arminda DaSilva, Chairperson –Howard T. Herber Middle School
- Amanda LoSchiavo, Chairperson –Maurice Downing Elementary School
- TBD, Alternate Chairperson
- At least one special 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 of 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.

R. APPOINTMENT ON COMMITTEE TO BOTH THE CSE AND CPSE 2022-2023

The following persons are recommended to be appointed to both the CSE and CPSE.

- Dr. Michele Reed, Physician
- Mrs. Julia Canny - parent member
- Mrs. Cara Dubas – parent member

S. WELLNESS COMMITTEE 2022/2023

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 – Administrator
10. Alyssa Contarino – Treasurer
11. Food Service Director – Aramark
12. Bill Bennett – Teacher - MWD
13. Maura Spar – Teacher - MWD
14. Lisa Gress – Teacher – HTH
15. Janine Biancaniello – Teacher - HTH
16. Deanna Vitola – Teacher – DA
17. Patricia Desormeau – Teacher - DA
18. Melissa McGowan – Teacher – MHS
19. Lisa Deangelis – Teacher – MHS
20. Amy Gardner - Parent
21. Catherine Costa – Parent
22. Student Council President – High School

- 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 2022-2023 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 2022-2023 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 2022-2023 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.
- 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.

VII. ADJOURNMENT