

MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION

MINUTES
REORGANIZATION MEETING

Tuesday – July 5, 2022

Josephine Bottitta	Laura Avvinti	Jeanne D’ Esposito	Nicole Henderson	Kathleen -Nolan Kasal	AGENDA ITEM:	ACTION TAKEN:
					<p><u>BOARD MEMBERS PRESENT</u></p> <p>Jeanne D’Esposito, Kathleen Nolan Kasal, Laura Avvinti, Nicole Henderson, Dr. Lorna R. Lewis, Christopher Caputo, and Frazer and Feldman and Bryan Georglady attorneys</p> <p><u>I- CALL TO ORDER</u> The meeting was held in room 130 motioned to call the meeting to order at pm Seconded by Laura Avvinti Yes; No -0 Motion carried</p> <p><u>II -EXECUTIVE SESSION</u> Laura Avvinti motioned to retire into executive session at 6:03pm Seconded by, Jeanne D’Esposito 4 Yes, No, 0 Motion carried</p> <p><u>III MEETING RECOVERED</u> Lisa Ridley, District Clerk motioned to reconvene the re-organization meeting at 8:00pm.</p> <p><u>IV –PLEDGE OF ALLEGIANCE</u></p> <p><u>V- NOMINATION OF OFFICE AND ADMINISTRATION OF OATH</u> Laura Avvinti nominated Jeanne D’Esposito for the position of Board President for the 2022/2023 school year</p> <p>Jeanne D’Esposito nominated Josephine Bottitta for the position of 1ST Vice President for the 2022/2023 school year</p> <p>Nicole Henderson nominated Kathleen Nolan – Kasal for the position of Second Vice President for the 2022 -2023 school year.</p>	<p>Call To Order</p> <p>Executive Session</p> <p>Meeting Reconvened</p> <p>Pledge of Allegiance</p> <p>Nomination of Board Member Officers</p>
			M			

MINUTES REORGANIZATION MEETING

Y		Y	Y	S Y	<p>Laura Avvinti motioned to accept the following appointments Seconded by Nicole Henderson 4 Yes, No, 0 Motion Carried</p> <p><u>VI APPOINTMENTS FOR 2022-2023 SCHOOL YEAR</u></p> <table border="0"> <tr> <td>A. District Clerk</td><td>Lisa Ridley</td></tr> <tr> <td>B. Treasurer of the District</td><td>Alyssa Contarino</td></tr> <tr> <td>C. Deputy Treasurer</td><td>Denise Lawlor</td></tr> <tr> <td>D. Voting Delegate NYSSBA</td><td>President</td></tr> <tr> <td>E. Alternate Voting Delegate</td><td>1st Vice President</td></tr> <tr> <td>F. Purchasing Agent</td><td>Christopher Caputo</td></tr> <tr> <td>G. Alternate Purchasing Agent</td><td>Daniel Balzan</td></tr> <tr> <td>H. Asbestos Designee</td><td>Daniel Balzan</td></tr> <tr> <td>I. Attendance Officer</td><td>Daniel Nehlsen</td></tr> <tr> <td>J. Student Residency Officer</td><td>Daniel Balzan</td></tr> <tr> <td>K. Records Access Officer</td><td>Lisa Ridley</td></tr> <tr> <td>L. Foil Appeal Officer</td><td>Daniel Balzan</td></tr> <tr> <td>M. Chief Payroll Certification Officer</td><td>Dr. Lorna R. Lewis</td></tr> <tr> <td>N. Data Protection Officer</td><td>Craig Vella</td></tr> <tr> <td>O. Chief Information Officer</td><td>Daniel Nehlsen</td></tr> <tr> <td>P. Counsel of Record</td><td>Frazer & Feldman, LLP</td></tr> <tr> <td>Q. Labor Counsel</td><td>Frazer & Feldman, LLP</td></tr> <tr> <td>R. External Auditors</td><td>R.S. Abrams</td></tr> <tr> <td>S. Internal Auditors</td><td>Nawrocki Smith, LLP</td></tr> <tr> <td>T. Accountants</td><td>Cullen and Danowski, LLP</td></tr> <tr> <td>U. Independent Claim Auditor</td><td>Peter Brady</td></tr> <tr> <td>V. School Physician</td><td>Dr. Michelle C. Reed</td></tr> <tr> <td>W. Extra Classroom Activities</td><td>Timothy Young</td></tr> <tr> <td>X. Insurance Brokers of Record</td><td></td></tr> <tr> <td> a. Employee Benefits</td><td>J.J. Stanis & Co.,Emblem HIP NYSHIP Empire, CSEA, Aflac, Brown and Brown</td></tr> <tr> <td> b. Liability</td><td>New York School Insurance Reciprocal (NYSIR) Northern Insuring Agency</td></tr> <tr> <td> c. NYS Disability Insurance</td><td>State Insurance</td></tr> <tr> <td>Y. Depositories of School District Funds</td><td>J.P. Morgan Chase Metropolitan Commercial</td></tr> <tr> <td>Z. Designation of Signatories for all School Warrants</td><td>Superintendent and Christopher Caputo</td></tr> <tr> <td>AA. Designation of District Newspaper</td><td>Newsday Malverne/Lynbrook Herald Noticia Long Island</td></tr> <tr> <td>BB. Fiscal Advisor</td><td>Capital Markets Advisors LLC (for Tax Anticipation Note Officer and Bond Anticipation</td></tr> </table>	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	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	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	b. Liability	New York School 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 all School Warrants	Superintendent and Christopher Caputo	AA. Designation of District Newspaper	Newsday Malverne/Lynbrook Herald Noticia Long Island	BB. Fiscal Advisor	Capital Markets Advisors LLC (for Tax Anticipation Note Officer and Bond Anticipation	<p>Approval Appointments District Clerk Assistant District Clerk Treasurer of the District Purchasing Agent Alternate Purchasing Agent Asbestos Designee, Attendance Officer Residency of Students, Counsel of Record Negotiating Attorney Independent Auditors</p> <p>Insurance Brokers of record</p> <p>Depositories of School Warrants, Designation of District Newspapers Fiscal Advisor Bond Counsel, Title IX Coordinator Sexual Harassment Officer,</p> <p>District Pesticide Representative</p> <p>Superintendent Hearing Officer</p>
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	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																																																																			
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																																																																			
b. Liability	New York School 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 all School Warrants	Superintendent and Christopher Caputo																																																																			
AA. Designation of District Newspaper	Newsday Malverne/Lynbrook Herald Noticia Long Island																																																																			
BB. Fiscal Advisor	Capital Markets Advisors LLC (for Tax Anticipation Note Officer and Bond Anticipation																																																																			

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

**MINUTES
REORGANIZATION MEETING**

Tuesday – July 5, 2022

				<p>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</p> <p>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</p> <p>VII</p> <p>A. <u>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>B. <u>BOND FOR DISTRICT TREASURER AND ASSISTANT SUPERINTENDENT FOR BUSINESS AND DEPUTY TREASURER</u> Authorize bond for the District Treasurer, Deputy Treasurer and the Assistant Superintendent for Business</p> <p>C. <u>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> <p>D. <u>SIGNATORY FOR TAX ANTICIPATION NOTE</u> Designate the Board President and the District Clerk as the signatories for single manual signature required on Tax</p>	<p>Authorization of Signatories and Facsimile Signatures for District Bank Accounts</p> <p>Bond to District Treasurer and Business Administrator</p> <p>Signatory for Bond Anticipation Notes</p> <p>Signatory for Tax Anticipation</p>
--	--	--	--	--	---

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

**MINUTES
REORGANIZATION MEETING**

Tuesday – July 5, 2022

				<p>Anticipation Notes.</p>	Note
				<p>E. <u>APPOINTMENT OF TAX-SHELTERED ANNUITY PROGRAM</u> 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.</p>	Appointment for Tax Sheltered Annuity Program
				<p>F. <u>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>	Authorization to make transfer of funds
				<p>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).</p>	Authorization to Certify Payrolls
				<p>H. <u>SIGNATORY OF FEDERAL FUNDS PROJECTS</u> 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.</p>	Appointment of signatory of State Funds Projects
				<p>I. <u>SIGNATORY OF STATE FUNDS PROJECTS</u> 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.</p>	Appointment of signatory of State Funds Projects
				<p>J. <u>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 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.</p>	Designation of Advisory Council for Occupational Education
				<p>K. <u>IMPARTIAL HEARING OFFICER</u> Recommendation that the Board of Education approve the attached list of Impartial Hearing Officer - Richard N. Thompson</p>	Appointment of Impartial Hearing Officer

MINUTES REORGANIZATION MEETING

[illegible]

MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION

MINUTES
REORGANIZATION MEETING

Tuesday – July 5, 2022

				<ul style="list-style-type: none">• 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 2022-2023</u></p> <ul style="list-style-type: none">• 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) <p>Q. <u>THE FOLLOWING PERSONS ARE RECOMMENDED TO BE APPOINTED TO CSE SUBCOMMITTEES 2022-2023:</u></p> <ul style="list-style-type: none">• 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. <p>R. <u>APPOINTMENT ON COMMITTEE TO BOTH THE CSE AND CPSE 2022-2023</u></p> <p>The following persons are recommended to be appointed to both</p>	<p>Appointment of 2022-2023 Committee on Pre-School Special Education</p> <p>Appointment of 2022-2023 CSE Subcommittees</p> <p>Appointment of the</p>
--	--	--	--	---	---

MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION

MINUTES
REORGANIZATION MEETING

Tuesday – July 5, 2022

				<p>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 2022/2023</u></p> <ol style="list-style-type: none">1. Christopher Caputo - Co-Chairperson2. Michael Pelan - Co-Chairperson3. Vincent Romano – Principal4. Dan Nehlsen – Principal5. Rachel Gross – Principal6. Ed Tallon – Principal7. James Miller – Assistant Principal8. Stephen Benfante – Assistant Principal9. Daniel Balzan – Administrator10. Alyssa Contarino – Treasurer11. Food Service Director – Aramark12. 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. Catherine Costa – 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 2022-2023 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 vehicle for district business.</p> <p>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.</p> <p>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</p>	<p>2022/2023 to Both CSE and CPSE</p> <p>Approval of Wellness Committee 2022/2023</p> <p>Approval of the 2022/2023 Lunch Program</p> <p>Approval of IRS mileage Reimbursement</p> <p>Approval of Board of Education Attendance of Conferences and Workshops 2022-2023</p> <p>Approval of Superintendent Attendance of Conferences and workshops</p>
--	--	--	--	---	---

MALVERNE UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION

MINUTES
REORGANIZATION MEETING

Tuesday – July 5, 2022

				<p>year.</p> <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> <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> <p>VII. <u>ADJOURNMENT</u> Laura Avvinti motioned to adjourn the Re-Organization meeting at 8:22pm Seconded by Nicole Henderson Motion carried 4 Yes, 0 No</p> <p>Respectfully Submitted By Lisa Ridley District Clerk</p>	<p>Approval Readoption of All policies</p> <p>Approval of Authorization on 1st Vice President To execute documents in the Absence of Board President</p> <p>Approval of Adjournment</p>