

ELWOOD PUBLIC SCHOOLS
Elwood, New York

**BOARD OF EDUCATION
REORGANIZATION MEETING**

July 1, 2013 – Elwood Middle School Auditorium – 7:30 p.m.

REORGANIZATION MINUTES

The District Clerk will preside.

CALL TO ORDER – District Clerk (7:35 p.m.)

Present:	Joseph Fusaro	Trustee
	Dan Ciccone	Trustee
	Andrew Kaplan	Trustee
	William Gutekunst	Trustee
	Michael LaMena	Trustee
Staff:	Peter C. Scordo	Superintendent
	William Pastore	Asst. Superintendent/Business
	Gene Tranchino	Exec. Director/Technology & Transportation
	Nancy Mancini	District Clerk
Absent:	Gary Furman	Asst. Superintendent/Curriculum
	Diane Wilkinson	Exec. Director/ Special Education

I. Pledge of Allegiance

II. Administration of Oath of Faithful Performance of Office to Newly Elected Board Trustee

District Clerk administered Oath of Faithful Performance to newly elected Trustee, Mr. Kaplan

III. Election of Board President and Vice President

Mr. Ciccone nominated Mr. Fusaro for President, seconded by Mr. Kaplan.
The motion carried 5 ayes, 0 nays.

Mr. Fusaro nominated Mr. Ciccone for Vice President, seconded by Mr. Kaplan.
The motion carried 5 ayes, 0 nays.

District Clerk administered Oath of Faithful Performance to Mr. Fusaro and Mr. Ciccone.

IV. Administration of Oath of Faithful Performance of Office to Superintendent of Schools

District Clerk administered Oath of Faithful Performance to Mr. Scordo

V. Appointment of Officers

Recommend the Board make the following appointments:

- 1. District Clerk [Ed. Law 2114, 2130, 2503;
Commissioner's Regulations 170.2]Nancy Mancini
Mr. Scordo administered Oath of Faithful Performance to Mrs. Mancini
- 1. Alternate District Clerk.....William Pastore
- 2. District Treasurer [Ed. Law 2114, 2130, 2503;
Commissioner's Regulations 170.2]Nancy Raguzin
- 3. Claims Auditor.....Camille Racioppi **(TAB A)**

VI. Other Appointments

Recommend the Board make the following appointments and set respective salaries, fees or retainers for 2013/2014:

- 1. Purchasing Agent [Commissioner's Regulations 170.2].....William Pastore
- 2. Deputy Claims AuditorLaura Irace **(TAB B)**
- 3. Deputy TreasurerNancy Barkocy
- 4. Deputy Purchasing Agent
[Commissioner's Regulations 170.2]Jennifer Richards
- 5. External Auditor.....Cullen & Danowski **(TAB C)**
- 6. Internal AuditorNawrocki Smith, LLP **(TAB D)**
- 7. General Counsel.....Ingerman Smith LLP **(TAB E)**
- 8. Special Education CounselFrazer & Feldman **(TAB F)**
- 9. School Physician [Ed. Law 902, 1709-21;
Commissioner's Regulations 136]Scott Gross, M.D.
- 10. Bond CounselHawkins Delafield & Wood, LLP **(TAB G)**
- 11. Fiscal AdvisorNYMAC **(TAB H)**
- 12. Third Party Administrator
a. Workmen's CompensationNassau County Schools
Cooperative Workers'
Compensation Self-Insured
Trust Administered by Wright
Risk Management **(TAB I)**

- b. Unemployment.....Equifax Workforce Solution (formerly known as Talx Unemployment Cost Management Service) **(TAB J)**
- 13. Insurance and Bond BrokerNYSIR **(TAB K)**
- 14. Central Treasurer - Extraclassroom Activity Fund [Ed. Law 2503; Commissioner's Regulations 172.4] High SchoolLaura Irace
Middle School.....Alfred Adamo
- 15. Records Access OfficerWilliam Pastore
[Public Officers Law 878(b)(ii)]
- 16. Records Management Officer
[Commissioner's Regulations 185.2(a)(1).....William Pastore
- 17. Asbestos (LEA) Designee [AHERA, Public Law 99-519] *and*
Integrated Pest Management Coordinator [Commissioner's
Regulations 155.4 (d)(2).....Richard Rouse
- 18. Compliance Officer §504Dr. Gary Furman
- 19. Title IX Hearing Officers
 - a. District Pamela Fine
 - b. DistrictWilliam Pastore
 - c. Building Level
 - Harley.....Dana Basile
 - BoydPrincipal
 - Middle SchoolDr. Hugh Gigante
 - High School Dr. Vincent Mulieri
- 20. Designated Educational Officer for Project Save..... William Pastore
[Commissioner's Regulations 155.17]
- 21. Medicaid Compliance OfficerWilliam Pastore
- 22. Student Residency OfficerWilliam Pastore
- 23. Homeless Student LiaisonWilliam Pastore
[Board Policy 5151 and Administrative Regulation 5151-R]
- 24. Supervisor of the Register of AttendanceTracey Benfante
[Board Policy 5011]
- 25. Dignity Act Coordinators
 - a. District Dianne Wilkinson
 - b. District TBD
 - c. Building Level
 - Harley.....Dana Basile, Dr. Wendi Fischer
 - BoydPrincipal, Adam Goudreau
 - Middle SchoolDr. Hugh Gigante, Eileen Maiori,
Lauren Buchholz, Todd Schwartz ,
Sherine DeJesus
 - High School Dr. Vincent Mulieri, Leroy Cole,
Joanna Sepp

Mr. Ciccone moved and Mr. LaMena seconded a motion to approve items V and VI. The motion carried 5 ayes, 0 naves

VII. Designations

1. Recommend the Board designate the following banks as depositories for funds, each bank having a \$20 million limit which may be kept on deposit at any time, and that the banks be authorized to recognize the signatures of the officers as listed in the payment of funds or the transaction of business of said school district accounts for the fiscal year July 1, 2013 to June 30, 2014:

General Accounts -- requiring one authorized signature (*the Treasurer*):

- TD Bank
- Citibank
- J.P. Morgan Chase Bank
- MBIA Class
- Capital One
- Flushing Bank

Extraclassroom Activity Funds at the Middle School and High School -- requiring two authorized signatures (*Principal and Central Treasurer*):

- J.P. Morgan Chase

EXCEPTION TO THE ABOVE: If any payment exceeds \$5,000, the check must be signed by the District Treasurer or Deputy Treasurer and the Superintendent.

Such checks will therefore have two (2) signatures. Also, checks for administrators and other staff exceeding \$500 must be signed by the District Treasurer and either the Deputy Treasurer or the Superintendent. Checks drawn on activity funds shall require any two of the following signatures: Superintendent, appropriate faculty advisor, appropriate central activity fund treasurer or school district treasurer.

2. Recommend the Board designate NEWSDAY and LONG ISLANDER/RECORD as the official district newspapers [Ed. Law 2004; General Municipal Law 103].

Mr. Ciccone moved and Mr. Fusaro seconded a motion to approve item VII. The motion carried 4 ayes, 0 nays, 1 abstention (Mr. Kaplan).

VIII. Authorizations

1. Recommend the Board authorize the Superintendent of Schools to certify payrolls [Commissioner's Regulations 170.2; Ed. Law 1720, 2523].
2. Recommend the Board authorize a surety bond for the following employees in excess of the dishonesty coverage (faithful performance) of \$100,000:

Treasurer	\$1,000,000
Assistant Superintendent/Business	\$1,000,000
District Clerk	\$250,000
3. Recommend the Board authorize the establishment of Petty Cash funds and designate respective custodians for each fund for the 2013/14 school year, as follows:

Central Administration	\$100.00Nancy Raguzin
Senior High School	\$100.00 Irene Dougherty
Elwood Middle School	\$100.00Karen Cleveland

Harley Avenue Primary	\$100.00	Deborah Karle
James Boyd Intermediate . .	\$100.00	Maria Colarossi
Buildings and Grounds	\$100.00	Kathleen Fanara

4. Recommend the Board authorize the Superintendent of Schools to approve budget transfers not to exceed \$5,000 [Commissioner's Regulations 170.2(1)]; budget transfers in excess of \$5,000 require the approval of the Board of Education and two signatures: the Superintendent of Schools and the School Board President. [Board Policy 6150]
5. Recommend the Board authorize the Superintendent of Schools to take action on administrative and teacher requests to attend conferences, conventions and workshops within the limits of the 2013/14 budget appropriations and in accordance with Board Policy [General Municipal Law 77-b].

IX. Other

1. Recommend the Board re-adopt all Board of Education Policies in effect during the previous school year, including the Code of Conduct (Policy 5300) .
2. Recommend the Board establish the mileage reimbursement rate at 56.5 cents per mile through December 31, 2013 [Ed. Law 2118].
3. Recommend the Board delegate to the Superintendent and each building principal the power to suspend a student for a period not to exceed five (5) consecutive school days at any one time [Ed. Law 3214].
4. Recommend the Board adopt the following Resolution:
BE IT RESOLVED, that each of the religious holidays designated by the Commissioner of Education during the school year 2013/14 on which school must be held be eliminated from the 2013/14 State aid attendance worksheet, if it is in the best interest of the district.
5. Recommend the Board establish an Audit Advisory Committee for the 2013/14 school year and re-adopt the charter [Board Policy 6690-E]. **(TAB L)**
6. Recommend the Board readopt the District-wide Safety Plan.
7. Recommend the Board approve the resolution adopting Section 18 of the Public Officers Law of the State of New York (supplemental indemnification). **(TAB M)**
8. Recommend the Board approve the members of the Committee on Special Education for the 2013/14 school year. **(TAB N)**
9. Recommend the Board approve the members of the Committee on Preschool Special Education for the 2013/2014 school year. **(TAB O)**
10. Recommend the Board approve the list of Surrogate Parents for the 2013/2014 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(2)]. **(TAB P)**
11. Recommend the Board appoint Impartial Hearing Officers for the 2013/14 CSE/CPSE meetings from the most current certified list maintained in the New York State Impartial Hearing Reporting System. [Commissioner's Regulations 200.2(e)(1)(ii).
12. Recommend the Board appoint Howard Edelman and Robert Simmelkjaer as Hearing Officers for Civil Service Law, Section 75 proceedings.

Mr. Ciccone moved and Mr. LaMena seconded a motion to approve items VIII and IX. The motion carried 5 ayes, 0 nays.

Mr. Ciccone moved and Mr. Kaplan seconded a motion to amend item IX to include appointing Eric Neidhardt as the DASA coordinator for Harley and Boyd. The motion carried 5 ayes, 0 nays.

X. Adjournment

At 7:50 p.m., Mr. Kaplan moved and Mr. LaMena seconded a motion to adjourn the reorganization meeting. The motion carried 5 ayes, 0 nays.

Respectfully submitted,

Nancy Mancini
District Clerk

ELWOOD PUBLIC SCHOOLS
Elwood, New York

**BOARD OF EDUCATION
BUSINESS MEETING**

July 1, 2013 – Elwood Middle School Auditorium

MINUTES

A. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

1. Special Meeting – June 6, 2013

Mr. LaMena moved and Mr. Kaplan seconded a motion to approve the minutes from the June 6, 2013 Special meeting. The motion carried 3 ayes, 0 nays, 2 abstentions (Mr. Fusaro and Mr. Gutekunst).

B. REPORT FROM THE SUPERINTENDENT OF SCHOOLS – Peter C. Scordo

C. COMMENDATIONS - (*Deferred until schools reopen.*)

D. RESIDENTS' REMARKS

E. UNFINISHED BUSINESS -- (No Recommended Items)

F. FINANCIAL MATTERS

(TAB Q)

1. Recommend the Board approve the budget transfers.

Mr. Kaplan moved and Mr. Gutekunst seconded a motion to approve the budget transfers. The motion carried 5 ayes, 0 nays.

G. NEW BUSINESS

1. PRESENTATION: None

2. ACTION ITEMS:

BE IT RESOLVED THAT, upon the recommendation of the Superintendent of Schools, The following business matters be approved:

a. **Personnel Agenda** – as per attached

(TAB R)

b. **Special Educaton**

1. Recommend the Board approve the Committee on Special Education's recommendations for students' classifications/placements and/or discontinuance of services:

Submitted to the Board

June 18

June 19

June 20

Meeting Dates

Feb. 1 March 4, 15, May 2 (2 meetings), 13, 14, 23, 24

May 1, 2, 9, 24, 30 (2 meetings), June 5 (2 meetings), 7, 13, 18,

May 8, 9, 20, 21, 22, 24, 28, June 4, 5, 6, 11 (2 meetings)

2. Recommend the Board approve the Committee on Preschool Special Education's recommendations for students' classifications/placements and/or discontinuance of services:

<u>Submitted to the Board</u>	<u>Meeting Dates</u>
June 21	May 7, 31
June 25	May 10, 31

- c. **Business Agenda** – as per attached **(TAB S)**
Amended to include the Designation for Service of Notice of Claim resolution.

Mr. Kaplan moved and Mr. LaMena seconded a motion to approve the action items excluding personnel items P3a1, P4a1, P7a, P7b1, P7b2, P8a, P8b, P8q and excluding business items 1b, 1c, 1d, 1f and 1g. The motion carried 5 ayes, 0 nays.

Mr. Gutekunst moved and Mr. Fusaro seconded a motion to approve personnel items P3a1, P4a1, P7a, P7b1, P7b2, P8a and P8q. The motion carried 4 ayes, 1 nay (Mr. Kaplan).

Mr. Kaplan moved and Mr. Ciccone seconded a motion to approve personnel item P8b. The motion carried 4 ayes, 0 nays, 1 abstention (Mr. Fusaro).

Mr. Gutekunst moved and Mr. Fusaro seconded a motion to approve business items 1b, 1c and 1d. The motion carried 4 ayes, 0 nays, 1 abstention (Mr. Kaplan).

Mr. Fusaro moved and Mr. Ciccone seconded a motion to approve business items 1f and 1g. The motion carried 4 ayes, 1 nay (Mr. Kaplan).

- d. Recommend the Board adopt amended policy 5405 – Wellness Policy (*second reading*). **(TAB T)**

Mr. Kaplan moved and Mr. Gutekunst seconded a motion to approve the Wellness Policy as amended. The motion carried 5 ayes, 0 nays.

2. DISCUSSION ITEMS -- (No Recommended Items)

H. ITEMS NOT LISTED ON AGENDA

I. COMMUNICATIONS

J. RESIDENTS' REMARKS

K. EXECUTIVE SESSION

At 8:20 p.m., Mr. Kaplan moved and Mr. Gutekunst seconded a motion to go into executive session to discuss negotiations and personnel. The motion carried 5 ayes, 0 nays.

L. ADJOURNMENT

At 10:00 p.m., Mr. Ciccone moved and Mr. Kaplan seconded a motion to adjourn the meeting. The motion carried 5 ayes, 0 nays.

Respectfully submitted,

Nancy Mancini
District Clerk

