

REORGANIZATION MEETING OF THE BOARD OF EDUCATION

Wednesday, July 1, 2009

Election of Officers and Swearing In – 7:00 PM

Executive Session Immediately following

Action Meeting

Board Room, Administration Building

AGENDA

1. CALL TO ORDER
2. ANNOUNCEMENTS
 - A. Wednesday, July 22, 2009
Regular Meeting of the Board of Education
Executive Session – 7:00 PM
Action Meeting – *Approximately* 8:30 PM
Board Room, Administration Building
 - B. Wednesday, August 19, 2009
Regular Meeting of the Board of Education
Executive Session – 7:00 PM
Action Meeting – *Approximately* 8:30 PM
Board Room, Administration Building
3. OATH OF OFFICE ADMINISTERED TO THE DISTRICT CLERK BY THE DISTRICT COUNSEL
4. OATH OF OFFICE ADMINISTERED TO THE SUPERINTENDENT BY THE DISTRICT CLERK
5. OATH OF OFFICE ADMINISTERED TO NEW BOARD MEMBERS BY THE DISTRICT CLERK
6. OATH OF OFFICE ADMINISTERED TO THE BOARD OF EDUCATION BY THE DISTRICT CLERK
7. ELECTION OF OFFICERS FOR THE 2009-2010 YEAR
 - A. Board of Education Officers
President-Oath of Office Administered to the President of the Board of Education
Vice-President
Secretary

Deputy District Treasurer

8. OATH OF OFFICE ADMINISTERED TO THE VICE-PRESIDENT, SECRETARY AND DEPUTY DISTRICT TREASURER BY THE DISTRICT CLERK.
 - B. Appointment of Committee Chairs
 - 1) Facilities
 - 2) Finance
 - 3) Policy
 - 4) Curriculum
 - C. Appointment of Parliamentarian, PTA Council Delegate & Community Council Liaison
9. EXECUTIVE SESSION
The Board of Education will move to Executive Session for matters of Personnel and Advice of Counsel in regard to action items on the July 1st Agenda.
10. PRAYER & PLEDGE
Mr. Coutieri
11. SUPERINTENDENT’S REPORT
 - Summer Programs
12. APPOINTMENTS FOR THE 2009-2010 SCHOOL YEAR
 - A. Appointment of District Clerk
The Board of Education is asked to appoint Helen Murray to serve as District Clerk for the 2009-2010 school year.
 - B. Appointment of Vice District Clerk
The Board of Education is asked to appoint the Assistant Superintendent for Personnel as Vice District Clerk for the 2009-2010 school year.
 - C. Appointment of School District Counsel
The Board of Education is asked to appoint Guercio & Guercio as District Counsel for the period July 1, 2009 to June 30, 2010 at a retainer of \$71, 000. Separate compensation for litigation services at the rate of \$235 per hour.
 - D. Appointment of Claims Auditor
The Board of Education is asked to appoint Jane Polizzi to serve as Claims Auditor for the 2009-2010 school year at a fee of \$24,300.

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- E. Appointment of Auditing Consultant
The Board of Education is asked to appoint Leonora Arolovich to serve as Auditing Consultant for the 2009-2010 school year at a fee of \$21,000.

- F. Appointments of Treasurers
 - 1) Appointment of District Treasurer
The Board of Education is asked to appoint Ellen Reilly as District Treasurer for the 2009-2010 school year.

 - 2) Appointment of Extra Curricular Activities Fund Treasurers
The Board of Education is asked to appoint Marie Chester (Middle School) and Alice Noris (High School) as Extra Curricular Activities Fund Treasurers for the 2009-2010 school year.

- G. Appointment of Purchasing Agent
The Board of Education is asked to appoint Michael Margulis as Purchasing Agent for the district for the 2009-2010 school year.

- H. Appointment of Assistant Purchasing Agent
The Board of Education is asked to appoint Sharon Denué, Assistant Superintendent for Business as Assistant Purchasing Agent for the district for the 2009-2010 school year.

- I. Appointment of Records Access Officer
The Board of Education is asked to appoint the Assistant Superintendent for Personnel to serve as Records Access Officer for the 2009-2010 school year.

- J. Appointment of Records Retention and Disposition Officer
The Board of Education is asked to appoint the Assistant Superintendent for Business as the Records Retention and Disposition Officer for the 2009-2010 school year.

- K. Appointment of Title IX Coordinator
The Board of Education is asked to appoint the Assistant Superintendent for Personnel as the Title IX Coordinator for the 2009-2010 school year.

- L. Appointment of Section 504 Coordinator
The Board of Education is asked to appoint the Assistant Superintendent for Personnel as the Section 504 Coordinator for the 2009-2010 school year.

- M. Appointment of ADA Compliance Officer
The Board of Education is asked to appoint the Assistant Superintendent for Personnel as the Americans with Disabilities Act Compliance Officer for the 2009-2010 school year.

N. Mileage Reimbursement

The Board of Education is asked to continue the mileage reimbursement at \$.40 per mile for the fiscal year ending June 30, 2010.

O. Superintendent Transfer Authority

The Board of Education is asked to approve the following resolution for the 2009-2010 school year:

*Whereas, the Board of Education has financial obligations for salaries, Social Security and health insurance which must be met in a timely fashion; and
Whereas there are sometimes deficiencies in the individual budget codes which cover these items; and*

Whereas Education Law stipulates that the Board of Education may delegate its authority to transfer funds, within limits, to the Superintendent; it is, therefore,

Resolved, that the Superintendent is authorized to make all necessary budgetary transfers between different codes at the ST-3 level to pay for salaries, Social Security and health insurance in amounts not to exceed \$100,000 in any reporting period. Other transfers between other codes at the ST-3 level may not exceed \$10,000 in any reporting period. All transfers at the ST-3 level will continue to be reported to the Board on a monthly basis.

13. OATH OF OFFICE ADMINISTERED TO THE DISTRICT TREASURER BY THE DISTRICT CLERK

14. DEPOSITORIES FOR SCHOOL FUNDS

The Board of Education is asked to approve the following banks as depositories for school funds for the 2009-2010 school year:

- JP Morgan Chase
- State Bank of Long Island
- Capital One Bank
- TD Bank
- HSBC Bank
- Flushing Commercial Bank

15. CHECK SIGNATURES

The Board of Education is asked to authorize the District Treasurer to sign all checks pertaining to school funds, general organization funds, and those checks of general accounting, and that the Deputy District Treasurer be authorized as an alternate signature for the 2009-2010 school year.

16. OFFICIAL DISTRICT NEWSPAPERS

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It is recommended that the Board of Education designate the following official newspapers for the 2009-2010 school year:

- Hicksville Illustrated
- Mid Island Times
- Newsday

17. EXTRACLASSROOM ACCOUNT STUDENT CLUBS

The Board of Education is asked to approve the attached list of Extraclassroom Account Student Clubs for the high school and middle school for the 2009-2010 school year.

18. PAYROLL CERTIFICATION

The Board of Education is asked to designate the Superintendent or Assistant Superintendent for Business to approve and certify all payrolls for the 2009-2010 school year.

19. PETTY CASH AUTHORITY

The Board of Education is asked to appoint the District Treasurer, Building Principals, Coordinator of Preschool Special Education Program and Director of Continuing Education with the full responsibility for petty cash funds, not to exceed \$100 in any one location for the 2009-2010 school year.

Locations are: Central Administration, High School, Middle School, Burns Avenue School, Dutch Lane School, East Street School, Fork Lane School, Lee Avenue School, Old Country Road School, Woodland School, Special Education/PPS Office, Preschool Special Education Program, Continuing Education Program.

20. ADOPTION OF BOARD POLICIES

The Board of Education is asked to adopt for the 2009-2010 school year all Policies, Rules and Regulations in effect at June 30, 2009 until such time as they may be officially revised.

21. AUTHORIZATION FOR MEMBERSHIP-PROFESSIONAL ORGANIZATIONS

The Board of Education is asked to approve continued membership for the Board of Education for the 2009-2010 school year in the following organizations:

- Nassau-Suffolk School Boards Association
- New York State School Boards Association
- National School Boards Association – Direct Affiliate

22. GENERAL PUBLIC - (3 minute time limit per participant on agenda items only)

23. PERSONNEL

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the actions detailed in the attached Personnel Actions Report.

24. BUSINESS AND FINANCE

A. Action Items

1) Transfer Reports

a) The Board of Education, upon the recommendation of the Superintendent, is asked to accept the Transfer Report for the period June 18, 2009 through June 30, 2009.

b) The Board of Education, upon the recommendation of the Superintendent, is asked to approve the Requests for Transfer of Funds in excess of \$10,000/\$100,000 for the period June 18, 2009 through June 30, 2009.

2) Renewal of Contract

The Board of Education, upon the recommendation of the Superintendent, is asked to renew its contract for Commercial Crime for New York Schools Insurance Reciprocal subscribers with Travelers Insurance Group, Northern Insuring Agency for the period July 1, 2009 to June 30, 2010 at a cost of \$4,188, which represents no increase over the current year, as listed in the backup.

3) Excess Workers' Compensation Insurance

The Board of Education, upon the recommendation of the Superintendent, is asked to renew its contract for Excess Workers' Compensation Insurance to Midwest Employers Casualty Corporation for the period July 1, 2009 through June 30, 2010 at a cost of \$.0641 per \$100 of payroll estimated at \$58,565,031 for a total cost of \$37,540, as listed in the backup.

4) Extension of Transportation Contract

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the extension of the transportation contract with Suburban Bus Co. for student transportation in the amount of \$119,442.10 for the 2009-2010 school year, as listed in the backup.

5) Extension of Transportation Contract

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the extension of the transportation contract for the summer 2009 with JACO Transportation, Inc. for sports and field trips at the May 2009 CPI 0%, no increase in rates, as listed in the backup.

6) Award of Proposal

The Board of Education, upon the recommendation of the Superintendent, is asked to award the Request for Proposals for tours for the Adult

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Education Program for the 2009-2010 year to Hampton Jitney, the lowest responsible bidder meeting district specifications, as listed in the backup.

7) Obsolete Equipment

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the disposal of obsolete equipment as listed in the back up.

8) Hicksville High School Band Camp

The Board of Education, upon the recommendation of the Superintendent, is asked to set the fee for the Hicksville High School Summer Band Camp Program August 17, 2009 through August 21, 2009 at a fee of \$190 per student.

B. Information Items

- 1) Listing of contracts receiving approval prior to July 1, 2009. (All pertain to the 2009-2010 school year unless otherwise indicated)

	<u>Effective Date</u>	<u>Expiration Date</u>
Pomco, Inc. (Enhanced Dental)	01/01/09	12/31/09
Cigna	01/01/09	12/31/09
American Dental	01/01/09	12/31/09
Applied Data Services	07/01/09	06/30/10
Jaco Transportation	09/01/05	06/30/10
Nassau County Special Education Contract	07/01/07	08/31/10
NYMAC	07/01/09	06/30/10
NYSIR	07/01/09	06/30/10
Dr. Karl Friedman (School Physician)	07/01/09	06/30/10
Metro Therapy	07/01/09	06/30/10
Whitsons Culinary Group	07/01/09	06/30/10
Syosset Tutoring	07/01/09	06/30/10
Creative Tutoring	07/01/09	06/30/10
Performance Sports Medicine	07/01/09	06/30/10
Institute for Children with Autism	07/01/09	06/30/10
All About Kids	07/01/09	06/30/10
Mill Neck Interpreting Services	07/01/09	06/30/10
Intrepid of New York	07/01/09	06/30/10
Bilingulas, Inc.	07/01/09	06/30/10
Home Care Therapies	07/01/09	06/30/10
BOCES Cooperative Bid	07/01/09	06/30/10
Jamaica Ash & Rubbish Removal	07/01/09	06/30/10
Westech Investigation	07/01/09	06/30/10
Salerno Brokerage-Security Mutual Life	07/01/09	06/30/10

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Liberty Mutual	07/01/09	06/30/10
Matrix	07/01/09	06/30/10
Syntax Communication	07/01/09	06/30/10
Hawkins, Delafield & Wood	07/01/09	06/30/10
Coughlin Foundotos Cullen & Danowski	07/01/09	06/30/10
Nawrocki Smith	07/01/09	06/30/10

2) Bonding of District Officers

Bonding of the District's officers through insurance policies with NYSIR for 2009-2010 are as follows:

- District Treasurer & Deputy Treasurer - \$1,250,000
- District Clerk, Principal Account Clerk, Extra Classroom Account Treasurer, High School, Extra Classroom Account Treasurer, Middle School \$250,000

25. OLD AND NEW BUSINESS

A. CSE/CPSE and Section 504 Committee Members

The Board of Education is asked to approve the List of Members for the District Committee and Subcommittees on Special Education, the District Committee on Preschool Special Education and District Section 504 Committee for the 2009-2010 school year.

B. Surrogate Parent Listing

The Board of Education is asked to approve and maintain a list of surrogate parents, in accordance with the requirements of Part 200 of the Regulations of the Commissioner of Education for the 2009-2010 school year.

C. CSE Medical Consultants

The Board of Education is asked to approve the list of Medical Consultants to the Committee on Special Education for the 2009-2010 school year.

D. Impartial Hearing Officer Listing

The Board of Education is asked to approve the list of Impartial Hearing Officers in accordance with the requirements of Part 200 of the Regulations of the Commissioner of Education for the 2009-2010 school year. (Additional names will be submitted in the future).

E. Audit Committee Resolution

Resolved, that the Board of Education hereby appoints the seven members of the Board of Education to serve on the Board Audit Committee:

*Alesia Sommers, Dolores Garger, Anthony J. Edelman,
Susan Powell, Charles Coutieri, Steven Culhane, Maureen Lee*

26. DISCUSSION ITEM

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Review of Board Procedures

27. GENERAL PUBLIC
28. ADJOURNMENT

6/30/09