

Board of Education Reorganization Meeting 2017

A G E N D A

Valley Stream Union Free School District Twenty-Four

July 6, 2017

William L. Buck School

6:00 P.M.

Annual Reorganization Meeting as Required by Law

1. Call to order – District Clerk
2. “Pledge of Allegiance”
3. Administer the Oath of Office to newly elected and re-elected Trustees – District Clerk.
4. Administer the Oath of Office to the Superintendent – District Clerk
5. Call for nominations for the Office of President for 2017-18 – District Clerk.
6. BE IT RESOLVED, that _ be President of the Board of Education for the year 2017-18 fiscal year.

Election of President – District Clerk

Administer the Oath of Office to the President – District Clerk

Newly Elected President
Assumes the chairmanship
of the remainder of this meeting

Visit our Web Site:

<http://www.valleystreamschooldistrict24.org>

7. Call for nominations for the Office of Vice President for 2017-2018
8. **BE IT RESOLVED**, that _____ be elected as Vice President of the Board of Education for the school year 2017-2018.

Election of Vice President –

Administer the Oath of Office to the *Vice President* – District Clerk

9. **BE IT RESOLVED**, that _____; be appointed as District Clerk for the 2017-2018 school year. The annual compensation for this position will be \$ _____.

Administer the Oath of Office to District Clerk – Attorney

10. **BE IT RESOLVED**, the Board of Education of Valley Stream Union Free School District Twenty-four appoints three members of the Valley Stream Union Free School District Twenty-four Board of Education to the Board of Education of Valley Stream Central High School District to serve as Trustees on the High School Board of Education for a period of one year commencing on this date and expiring on June 30, 2018, as follows:

11. **BE IT RESOLVED**, that Brian Cleary, *be and is hereby appointed Treasurer of this District* to serve at the pleasure of the Board of Education for the 2017-18 school year at an annual salary of \$ 12,500.

Administer the Oath of Office to the Treasurer- District Clerk. If the Treasurer is not present for the oath, the District Clerk will administer the oath within 30 days.

12. **BE IT RESOLVED**, that the Board of Education appoint John Maier to serve as the Acting District Treasurer, to serve without compensation whenever the Treasurer is absent from the District or otherwise unable to serve.
13. **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the following members are appointed to the District's Audit Committee: Paul DePace, Armando Hernandez, Anthony Iadevaio, Kimberly Wheeler, Donna LaRocco, John Maier, and Lisa Pellicane.

14. **BE IT RESOLVED**, that the firm of Lamb & Barnosky, LLP, be and is hereby appointed the District's School Attorney for the period July 1, 2017 to June 30, 2018 at an annual retainer of \$35,000 and an hourly rate of \$ 260.00 per hour for any adversarial relationship including negotiations, disciplinary proceedings and litigation.
15. **BE IT RESOLVED**, that the firm of Guercio & Guercio, LLP, be and is hereby appointed as the District's Labor Counsel for the period of July 1, 2017 through June 30, 2018, at an annual retainer of 1/6 of the total between the Valley Stream School Districts. This share shall be \$7,750.00 and an hourly rate of \$260.00 per hour for any labor counsel services.
16. **BE IT RESOLVED**, that R.S.Abrams & Co., LLP be appointed as the District's Independent Auditor for the school year 2017-2018, at an annual compensation not to exceed \$34,000 (\$30,500 plus \$3,500 for Single Audit if needed).
17. **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education appoints Cerini & Associates as its Claims Auditor for the 2017-2018 school year at an annual contract salary of \$ 8,400.
18. **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education appoints Cullen & Danowski, LLP to prepare Financials and monitor the District's Fund Balance for the 2017-2018 school year, at a fee of \$ 8,500.
19. **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education appoints H2M Architects as District Architects for the 2017-18 school year.
20. **BE IT RESOLVED**, that the President of the Board of Education of Valley Stream School District Twenty-four is authorized to execute all contracts approved by resolution of the Board of Education of the Valley Stream Union Free School District Twenty-Four.
21. **BE IT RESOLVED**, that in the absence of the President, the Vice President of the School Board shall be authorized to execute all contracts approved by the resolution of the Valley Stream Union Free School District Twenty-four.

22. **BE IT RESOLVED**, that the following Banks and/or Trust Companies be and are hereby designated as the official Depositories for the funds shown during the school year 2017-2018:

Designate Capital One Bank as the principal depository and the paying agent for school funds, and J.P. Morgan Chase, Bank of New York and Flushing Bank, as secondary depositories and secondary paying agents for school funds, for the fiscal year July 1, 2017 through June 30, 2018.

23. **BE IT RESOLVED**, that Angela Liatto be appointed as the District's Records Access Officer, to serve without compensation.
24. **BE IT RESOLVED**, to appoint the Director of Finance and Operations, Jack Mitchell, as the District's Attendance Officer to serve without compensation.
25. **BE IT RESOLVED**, to appoint the District's Committee Special Education (CPSE & CSE) for the school year 2017-2018 as per the regulations of the Commissioner of Education:

- a) *Administrator/Director of Special Education*: Laura Peterson
- b) *School Physician*: Dr. Giuseppe Delloruso
- c) *School Psychologists*: Suzanne Dalal (BAS), Shira Greenblatt (RWC) Kerriann Pieper (WLB), & Kerry Michel (WLB .5).
- d) *Parent Representatives*: Loredana Amoroso, Lourdes Onesto, and Lilyan Laxton.
- e) *Resource Room Classification* (attends only those meetings that involve children from their respective buildings): Christine Iadevaio (WLB); Sophia Oliva (BAS); Amanda Whitney (RWC, Non-Resident Private & Parochial Schools).
- f) *Special Education Classes Classification* (attends only those meetings that involve children assigned to their respective Special Education Classes: Jennifer Albahae, Christine Anson, Susan Blaesi, Kaitlyn Gillespie, Samantha Joltin, Karen Kane, Linda Karlin, Marissa Levenberg, Kelly Martin, Deborah Murray, Stacy Pagliaro, Annmarie Rachoi, Amy Rappaport, Donna Ruggiero.
- g) *Speech Language Therapist Classification* (attends only those meetings that involve children from their assigned case load): Karen Brass, Speech/Language Pathologist (RWC); Catherine Herr, Speech/Language Pathologist (WLB), Maria Herzner Speech/Language Pathologist (BAS); Michele Knight, Speech/Language Pathologist (RWC Kindergarten; WLB-CID) New York Therapy, Gina Marie Moravcik (Non-Resident Private & Parochial Schools)

- h) New York State Approved Evaluators – when applicable a representative of Nassau County Dept. of Mental Health, Office of Children with Special Needs, Early Intervention Program, when applicable.
 - i) Certified Professional from Nassau County Department of Mental Health, Office of Children with Special Needs, Early Intervention Program – when applicable
 - j) Student’s Teacher — when applicable
 - k) Impartial Hearing Officers (list as appended to the minutes of this meeting)
26. **BE IT RESOLVED**, to appoint the District’s Board of Registry for the school year 2017-2018 as follows:
- a) Election District 24-1 -Corona Avenue Firehouse – TBD
 - b) Election District 24-2 -William L. Buck School – TBD
 - c) Election District 24-3 - Brooklyn Avenue School- TBD
 - d) Election District 24-4 - Robert W. Carbonaro School – TBD
27. **BE IT RESOLVED**, the rate of pay for such registry is set as follows:
- a) Chief Election Inspectors: \$
 - b) Assistant Election Inspectors: \$
28. **BE IT RESOLVED**, the President of the Board of Education will appoint the following chairpersons for the following board committees:
- a) Education -
 - b) Finance -
 - c) Policy -
 - d) Buildings & Grounds -
 - e) Legislation -
 - f) Public Relations -
 - g) Personnel -
29. **BE IT RESOLVED**, the President of the Board of Education will appoint the following board members to serve on the following negotiating committees:
- a) Teachers -
 - b) Administrators -
 - c) Secretaries -
 - d) Custodians -
 - e) Aides -
30. **BE IT RESOLVED**, to authorize membership for the District Twenty Four Board of Education for 2017-2018 in the following associations:
- a) New York State School Boards Association
 - b) Nassau-Suffolk School Boards Association

- c) National School Boards Association
 - d) SCOPE
31. **BE IT RESOLVED**, to appoint the President of the Board of Education as the official delegate to the New York State School Boards Association's annual meeting. In the event that the President is unable to attend, the Vice President of the Board of Education shall be the official delegate; and in the event *neither* is able to attend, the senior Board member then present shall be the official delegate.
32. **BE IT RESOLVED**, to authorize three Board members, and officers of the Board, to attend the State School Board convention, with expenses paid by the District, as follows:
- New York State School Boards – October 12-14, 2017 – Lake Placid, New York
33. **BE IT RESOLVED**, to authorize up to three Board members and officers of the Board, to attend the National School Board convention, with expenses paid by the District, as follows:
- National School Boards Association - April 7-9, 2018 – San Antonio, Texas
34. **BE IT RESOLVED**, to authorize the Superintendent of Schools to attend the State and National School Board conventions, with expenses paid by the District, as follows:
- New York State School Boards – October 12-14, 2017, Lake Placid, New York
 - National School Board Association – April 7-9, 2018, San Antonio, Texas
35. **BE IT RESOLVED**, to authorize the Superintendent of Schools to attend the American Association of School Administrators, and State conferences of the New York State Council of School Superintendents, with expenses paid by the District.
36. **BE IT RESOLVED**, to appoint Mr. Jack Mitchell as Purchasing Agent for the fiscal year 2017-2018. In the absence of Mr. Mitchell, the Board authorizes the Superintendent to assume this responsibility, at no extra compensation.
37. **BE IT RESOLVED**, to appoint Dr. Giuseppe Dellorusso, as the School Physician for the school year 2017-2018 at an annual compensation for this position to be \$ 4,650.

38. **BE IT RESOLVED**, to authorize the establishment of the District's Petty Cash funds for the school year 2017-2018 in the amounts as indicated:
- | | |
|-------------------------------|---------------------|
| a) Business Office | \$100 monthly |
| b) Superintendent's Office | \$100 monthly |
| c) Brooklyn Avenue School | \$100 semi-annually |
| d) Board of Education | \$100 monthly |
| e) William L. Buck School | \$100 semi-annually |
| f) Robert W. Carbonaro School | \$100 semi-annually |
| g) CSE Office | \$50 semi-annually |
39. **BE IT RESOLVED**, to appoint the Director of Finance and Operations as the "custodian/supervisor" of the petty cash funds.
40. **BE IT RESOLVED**, to establish the following dates for the regularly scheduled monthly meetings of the Board of Education. The Board of Education may reschedule meetings, if conflicts arise with due notice: *July 6, August 23, September 20, October 18, November 29, December 13, 2017, January 24, February 28, March 21, April 17, May 23, and June 13, 2018.*
41. **BE IT RESOLVED**, to establish the following dates for the regularly scheduled work session meetings of the Board of Education. The Board of Education may reschedule meetings, if conflicts arise with due notice: *July 6, August 23, September 6, 20, October 4, 18, November 1, 29, December 6 (if necessary), 13, 2017, January 10, 24, February 7, 28, March 7, 21, April 11, 17, May 2, 15, 23, June 6 (if necessary) 13, 2018.*
42. **BE IT RESOLVED**, to establish the reimbursement rate for mileage at the prevailing rate as established by the IRS.
43. **BE IT RESOLVED**, that the Board of Education authorizes the Superintendent to certify payrolls.
44. **BE IT RESOLVED**, that the Board of Education authorizes the Superintendent to make budget transfers according to Board Policy #3160.
45. **BE IT RESOLVED**, that the Board of Education authorizes the District Clerk to be responsible for the opening of all bids. In the absence of the District Clerk authorize the Director of Finance and Operations or the Superintendent to perform this function.
46. **BE IT RESOLVED** that the Board of Education authorizes the Director of Finance and Operations to prepare all necessary legal advertisements with reference to the securing of bids.

47. **BE IT RESOLVED**, that the Board of Education authorizes the Treasurer to sign checks for the School District.
48. **BE IT RESOLVED**, that the Board of Education re-adopts Policy #3290, Investment Policies & Guidelines in effect during the 2017-2018 school year, authorizing the District Treasurer, or in his/her absence, the Director of Finance and Operations, to make investments for the District.
49. **BE IT RESOLVED**, the Board of Education re-adopts all policies and the Code of Ethics, in effect during the school year 2017-2018 and directs that The Code of Ethics be posted in each building.
50. **BE IT RESOLVED**, that the Board of Education establishes the date for the Annual Meeting and voting on the 2017-2018 School Budget and Election of School Board Trustees for Tuesday, May 15, 2018, voting Hours: 7:00 a.m. to 9:00 p.m.
51. **BE IT RESOLVED**, that the Board of Education establishes the date for the District's Budget Hearing for May 2, 2018 at 8:15 p.m. at the William L. Buck School.
52. **BE IT RESOLVED**, that the Board of Education authorizes the dates to be recognized for "religious holiday adjustment" for the school year 2017-2018 for the purposes in connection with our annual State aid attendance reports. These will be dates when school is scheduled to be in session.
53. **BE IT RESOLVED**, to adopt the District's Pay books listed below, authorizing salaries for the school year 2017-2018 effective July 1, 2017:
- | | |
|-----------------------------|------------------------------|
| #1 Administrative Salaries* | #5 School Aides |
| #2 Teachers' Salaries | #6 Clubs* |
| #3 Custodian Salaries | #7 Other Civil Service Aides |
| #4 Clerical Salaries | #8 School Nurses |
| #9 Teacher Assistants* | |
- *Pending
54. **BE IT RESOLVED**, to adopt the summer custodial help hourly wage scale as follows for 2017:
- | | |
|--------------------------------------------|-------------------|
| Step 4 (1 st Employed Pre 2011) | \$12.25 - \$12.75 |
|--------------------------------------------|-------------------|
- Pay Scale Eff. 7/1/2011:
- | |
|--------------|
| Step #1 - \$ |
| Step #2 - \$ |
| Step #3 - \$ |
| Step #4 - \$ |

55. **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the salary for per diem substitutes shall be a flat fee of \$125 per day effective September 1, 2017.
56. **BE IT RESOLVED** that the Board of Education will bond the District Treasurer and Deputy Treasurer in the amount of \$2,000,000.
57. **BE IT RESOLVED**, that the Board of Education will bond the Payroll Clerk in the amount of \$2,000,000.
58. **BE IT RESOLVED**, that the Board of Education will bond the Principal Account Clerk in the amount of \$2,000,000.
59. **BE IT RESOLVED**, that the Board of Education will bond the Sr. Account Clerk in the amount of \$2,000,000.
60. **BE IT RESOLVED**, that the Board of Education will bond the District Courier in the amount of \$2,000,000.
61. **BE IT RESOLVED** that the Board of Education designates the Valley Stream Herald and the Lynbrook Herald as the official newspapers of the District. (Newsday??)
62. **BE IT RESOLVED**, that as a “public entity” pursuant to Public Officers Law section 18(1).(a), the Valley Stream Union Free School District Twenty-four hereby expressly agrees pursuant to Public Officers Law section 18(2)(b) to confer the benefits of Public Officers Law section 18 upon the employees of Valley Stream Union Free School District Twenty-four and to be held liable for costs incurred pursuant to its provisions; and it is further RESOLVED, that these benefits are expressly intended to supplement any and all other existing statutory protections.
63. **BE IT RESOLVED**, that Charles Brocher, be appointed as the Asbestos Designee per AHERA regulations and Public Law 99-519.
64. **BE IT RESOLVED**, that Dr. Lisa Conte, be appointed as the DASA Coordinator.
65. **BE IT RESOLVED**, that the Board of Education re-adopts its Mission Statement for the 2017-2018 school year.
66. **BE IT RESOLVED**, that the Board of Education designates Dr. Lisa Conte as the District Compliance Officer to carry out the District’s responsibilities associated with Title IX and pursuant to Policy 4111.1B Sexual Harassment of Employees & Section 504 without additional compensation or stipend.

67. **BE IT RESOLVED**, that the Board of Education authorizes the Superintendent of Schools to make any emergency appointments that become necessary between the Board meetings: and **BE IT FURTHER RESOLVED**, THAT THE Board of Education will review these appointments and either approve or reject them at the next regularly scheduled Board meeting.
68. **WHEREAS**, on May 17, 2016, the Valley Stream District 24 conducted its Annual Budget Vote and Election; and **WHEREAS**, the District Clerk is currently in possession of all cast ballots resulting from such Annual Budget Vote and Election; and **WHEREAS**, the Record Retention and Disposition Schedule ED-1 provides for the destruction of such ballots after one (1) year from the date of the Annual Budget Vote and Election; and **WHEREAS**, at least one (1) year has elapsed from the date of the Annual Budget Vote and Election held on May 17, 2016 and no proceedings have been commenced with regard to such Annual Budget Vote and Election; and **NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Valley Stream District 24 hereby orders the destruction of all cast ballots resulting from the May 17, 2016 Annual Budget Vote and Election.
69. **WHEREAS**, on May 17, 2016, the Valley Stream District 24 conducted its Annual Budget Vote and Election; and **WHEREAS**, the District Clerk is currently in possession of the unused, defective, void and/or spoiled ballots resulting from such Annual Budget Vote and Election; and **WHEREAS**, Education Law Section 2034(6) provides for the destruction of such unused, defective, void and/or spoiled ballots when a period of six (6) months has elapsed from the date of the Annual Budget Vote and Election; and **WHEREAS**, at least six (6) months has elapsed from the date of such Annual Budget Vote and Election held on May 17, 2016 and no proceedings have been commenced with regard to such Annual Budget Vote and Election; and **NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Valley Stream District 24 hereby orders the destruction of all unused, defective, void and/or spoiled ballots resulting from the May 17, 2016 election.
70. **BE IT RESOLVED**, that the Board of Education hereby readopts the following policies:
3290 – Investment Policy and Guidelines
3301 – Non-bid Procurement of Goods and Services
3323 – Soliciting Prices (Bidding)
3425 – Investment Policy
5113 – Comprehensive Attendance Policy
5131.1 – Code of Conduct