

Board of Education Reorganization Meeting 2018

A G E N D A

Valley Stream Union Free School District Twenty-Four
July 9, 2018
William L. Buck School
3:30 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 2018-2019 – District Clerk.
6. BE IT RESOLVED, that _____ be President of the Board of Education of this District for the year 2018-2019 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

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7. Call for nominations for the Office of Vice President for 2018-2019
8. BE IT RESOLVED, that _____ be elected as Vice President of the Board of Education for the school year 2018-2019.

Election of Vice President –District Clerk

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

9. **BE IT RESOLVED**, that _____ ; be appointed as District Clerk for the 2018-2019 school year. The annual compensation for this position will be \$ 9,000.

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, 2019, as follows: as

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 2018-2019 school year at an annual salary of \$ _____.

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 _____ 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, Donna LaRocco, John Maier, Lisa Pellicane and Kim Wheeler.
14. BE IT RESOLVED, that the firm of Ingerman Smith, LLP., be and is hereby appointed the District's School Attorney for the period July 1,

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2018 to June 30, 2019, at an annual retainer of \$35,000 annually and an hourly rate of \$250 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, 2018 through June 30, 2019, at an annual retainer of \$7,916.67, 1/6 of the total between the Valley Stream School Districts. This share shall be and an hourly rate of \$260 per hour for any labor counsel services.
16. BE IT RESOLVED, that the firm Hawkins, Delafield and Wood be appointed as Bond Counsel for the 2018-2019 school year.
17. BE IT RESOLVED, that R.S.Abrams & Co., LLP be appointed as the District's Independent Auditor for the school year 2018-2019, at an annual compensation not to exceed \$31,000 plus \$3,500 (single audit) Total \$34,500.
18. BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education appoints Cerini & Associates, LLP., as its Claims Auditor for the 2018-2019 school year at an annual contract salary of \$8,400.
19. RESOLVED, that the Board of Education authorizes the Superintendent to engage the services of the following consultant:

Munistat Services Inc., a Municipal Finance Advisory Service. Munistat will prepare various documentation for financing and the sale of bonds for any upcoming capital bond projects. In addition, Munistat will provide any annual continuing disclosure documents as required by law.
20. 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 2018-2019 school year, at a fee of \$8,500.
21. BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education appoints H2M as District Architects for the 2018-2019 school year.
22. 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.
23. BE IT RESOLVED, that in the absence of the President, the Vice President of the School Board shall be authorized to execute all contracts

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approved by the resolution of the Valley Stream Union Free School District Twenty-four.

24. 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 2018-2019:

Designate Capital One Bank as the principal depository and the paying agent for school funds, and J.P. Morgan Chase, TD Bank, Flushing Bank, and Sterling Bank, as secondary depositories and the secondary paying agents for school funds, for the fiscal year July 1, 2018 through June 30, 2019.

25. BE IT RESOLVED, that Angela Liatto be appointed as the District's Records Access Officer, to serve without compensation.
26. BE IT RESOLVED, to appoint the Director of Finance and Operations, Jack Mitchell, as the District's Attendance Officer to serve without compensation.
27. BE IT RESOLVED, to appoint the District's Committee Special Education (CPSE & CSE) for the school year 2018-2019 as per the regulations of the Commissioner of Education:

- a) **Administrator/Director of Special Education:** Laura M. Peterson.
- b) **School Physician:** Dr. Giuseppe Delloruso.
- c) **School Psychologists:** Suzanne Dalal (BAS), Shira Greenblatt (RWC), Kerriann Pieper (WLB), Kerry Michel (WLB).
- d) **Parent Representatives:** Lilyan Laxton, Lourdes Onesto.
- e) **Resource Room Classification** (attends only those meetings that involve children from their assigned caseload): Christine Iadevaio (WLB); Sophia Oliva (BAS, Non-Resident Private & Parochial Schools); Linda Karlin (RWC, Non-Resident Private & Parochial Schools).
- f) **Special Education Classes Classification** (attends only those meetings that involve children assigned to their assigned caseload): Jennifer Albahae, Christine Anson, Susan Blaesi, Kaitlyn Gillespie, Samantha Joltin, Karen Kane, 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 caseload):

Karen Brass, Speech/Language Pathologist (RWC);
Catherine Herr, Speech/Language Pathologist (WLB),
Maria Herzner Speech/Language Pathologist (BAS, Non-Resident Private & Parochial Schools);
Michele Knight, Speech/Language Pathologist (RWC Kindergarten; RWC-CID, (Non-Resident Private & Parochial Schools)
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)

28. BE IT RESOLVED, to appoint the District's Board of Registry for the school year 2018-2019 as follows:

- a) Election District 24-1 -Corona Avenue Firehouse
b) Election District 24-2 -William L. Buck School
c) Election District 24-3 - Brooklyn Avenue School
d) Election District 24-4 - Robert W. Carbonaro School

29. BE IT RESOLVED, the rate of pay for such registry is set as follows:

- a) Chief Election Inspectors: \$ _____ per day
b) Assistant Election Inspectors: \$ _____ per day
c) Hourly daily rate of pay: _____ per day

30. 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
31. 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
32. BE IT RESOLVED, to authorize membership for the District Twenty-Four Board of Education for 2018-2019 in the following associations:
- a) New York State School Boards Association
 - b) Nassau-Suffolk School Boards Association
 - c) National School Boards Association
 - d) SCOPE
33. 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 present shall be the official delegate.
34. BE IT RESOLVED, to authorize 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 – Oct 25-27 New York
35. BE IT RESOLVED, to authorize three board members, prior to registration, to attend the National School Board convention, with expenses paid by the District, as follows:
- National School Boards Association – Mar 30-1 Philadelphia
36. 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 – Oct 25-27 New York
 - National School Boards Association – Mar 30-1 Philadelphia

37. 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 Superintendents with expenses paid by the District.
38. BE IT RESOLVED, to appoint Mr. Jack Mitchell as Purchasing Agent for the fiscal year 2018-2019. In the absence of Mr. Mitchell, the Board authorizes the Superintendent to assume this responsibility, at no extra compensation.
39. BE IT RESOLVED, to appoint Dr. Giuseppe Dellorusso, as the School Physician for the school year 2018-2019 at an annual compensation for this position to be \$ 4,650.
40. BE IT RESOLVED, to authorize the establishment of the District's Petty Cash funds for the school year 2018-2019 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 |
41. BE IT RESOLVED, to appoint the Director of Finance and Operations as the "custodian/supervisor" of the petty cash funds.
42. 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 9, August 23, September 26, October 24, November 28, December 19, January 23, February 27, March 27, April 16, May 8, May 21, May 22, June 12.*
43. 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 9, August 23, September 5, September 26, October 10, October 24, November 7, November 28, December 5, December 19, January 9, January 23, February 6, February 27, March 13, March 27, April 3, April 16, May 8, May 22, June 5, June 12.*
44. BE IT RESOLVED, to establish the reimbursement rate for mileage at the prevailing rate as established by the IRS.

45. BE IT RESOLVED, that the Board of Education authorizes the Superintendent to certify payrolls.
46. BE IT RESOLVED, that the Board of Education authorizes the Superintendent to make budget transfers according to Board Policy #3160.
47. 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.
48. 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.
49. BE IT RESOLVED, that the Board of Education authorizes the Treasurer to sign checks for the School District.
50. BE IT RESOLVED, that the Board of Education re-adopts Policy #3290, Investment Policies & Guidelines in effect during the 2018-2019 school year, authorizing the District Treasurer, or in his/her absence, the Director of Finance and Operations, to make investments for the District.
51. BE IT RESOLVED, the Board of Education re-adopts all policies and the Code of Ethics, in effect during the school year 2018-2019 and directs that The Code of Ethics be posted in each building.
52. BE IT RESOLVED, that the Board of Education establishes the date for the Annual Meeting and voting on the 2018-2019 School Budget and Election of School Board Trustees for Tuesday, May 21, 2019, voting Hours: 7:00 a.m. to 9:00 p.m.
53. BE IT RESOLVED, that the Board of Education establishes the date for the District's Budget Hearing for May 8, 2019 at 8:15 p.m. at the William L. Buck School.
54. BE IT RESOLVED, that the Board of Education authorizes the dates to be recognized for "religious holiday adjustment" for the school year 2018-2019 for the purposes in connection with our annual State aid attendance reports. These will be dates when school is scheduled to be in session.
55. BE IT RESOLVED, to adopt the District's Pay books listed below, authorizing salaries for the school year 2018-2019 effective July 1, 2018

#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

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#9 Teacher Assistants

56. BE IT RESOLVED, to adopt the summer custodial help hourly wage scale as follows for 2018:
Pay Scale Eff. 7/1/2018:
Step #1 - \$11.00
Step #2 - \$11.25
Step #3 - \$11.50
Step #4 - \$11.75
57. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the salary for per diem substitutes shall be a flat fee of \$125.00 per day effective September 1, 2018.
58. BE IT RESOLVED that the Board of Education will bond the District Treasurer and Deputy Treasurer in the amount of \$2,000,000.
59. BE IT RESOLVED that the Board of Education will bond the Payroll Clerk in the amount of \$2,000,000.
60. BE IT RESOLVED that the Board of Education will bond the Principal Account Clerk in the amount of \$2,000,000.
61. BE IT RESOLVED, that the Board of Education will bond the Account Clerk in the amount of \$2,000,000.
62. BE IT RESOLVED, that the Board of Education will bond the District Courier in the amount of \$2,000,000.
63. BE IT RESOLVED that the Board of Education designates the Valley Stream Herald, Lynbrook Herald, and Newsday as the official newspapers of the District.
64. 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 under its provisions; and it is further RESOLVED, that these benefits are expressly intended to supplement any and all other existing statutory protections.
65. BE IT RESOLVED, that Charles Brocher, be appointed as the Asbestos Designee per AHERA regulations and Public Law 99-519.
66. BE IT RESOLVED, that Dr. Lisa Conte, be appointed as the DASA Coordinator.

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67. BE IT RESOLVED, that the Board of Education re-adopts its Mission Statement for the 2018-2019 school year.
68. 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 pursuant to Policy 4111.1B Sexual Harassment of Employees & Section 504 without additional compensation or stipend.
69. **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.
70. **WHEREAS**, on May 16, 2017 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 16, 2017 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 16, 2017 Annual Budget Vote and Election.
71. **WHEREAS**, on May 16, 2017, 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 16, 2017 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 16, 2017 election.