CARLE PLACE UNION FREE SCHOOL DISTRICT

BOARD OF EDUCATION MEETING Ser. #1 REORGANIZATION MEETING Pledge: Lawrence F. Zaino, Jr. 8:00 PM July 2, 2012 Prayer: John DiFrisco

AGENDA

CALL TO ORDER

- 1.1 Swearing in of newly elected Trustees, Anthony Bulzomi and Joseph LoCurto, by the District Counsel.
- 1.2 The nomination and election of the President and Vice President of the Board of Education for the 2012 2013 school year.
- 1.3 Swearing in of Board of Education President and Vice President, District Clerk, District Treasurer and Superintendent of Schools by District Counsel.
- 1.3 a BE IT RESOLVED, that the resolution adopted on June 28, 2012, by the Board of Education regarding the retainer for General Counsel services is hereby rescinded; and
 - IT IS NOW HEREBY RESOLVED, that the amended retainer for General Counsel services is hereby approved and the Board President is authorized to execute the same.
- 1.4 RESOLVED: the Board of Education approves the Board Officers and other officials of the District who report ultimately to the Board of Education as follows:

	APPOINTEE 2012-2013	REMUNERATION 2012-2013	
District Clerk & Records Access Officer	Susan Eliasoph	As per agreement	
District Treasurer	John Barodin	As per agreement	
Internal Auditor agreement	R.S. Abrams	As per	
External Independent Auditor	O'Connor Davies	As per agreement	
Claims Auditor	Nawrocki, Smith	As per agreement	
Approval Officer for Certification of Payrol	II David J. Flatley		
Purchasing Agent	Margaret Riemer		
Records Retention Officer	Christine A. Finn		

General/Labor Counsel

Guercio & Guercio, Esqs.

As per agreement

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Bond Counsel Hawkins, Delafield & Wood*

*Subject to a more formal agreement developed by District Counsel

Attendance Officers Principals/Nurses

Chief Physicians Dr. Carmen Finamore, As per agreement

Dr. Keith Apuzzo & Associates

Liaison for Homeless Children and Youth Christine A. Finn

Asbestos Hazard Emergency Response Act (AHERA) Local

Pesticide Representative

Education Authority (LEA) Designee

Medicaid Compliance Officer

Thomas Szajkowski

Eileen Fredericks **Section 504 Compliance Officer Eileen Fredericks**

Chemical Hygiene Officer Joseph Malizia / Thomas Szajkowski

Fiscal Advisor Capital Market Advisors LLC*

*Subject to a more formal agreement developed by District Counsel

District-Wide School Safety Team Administrator Eileen Fredericks

To be named / Board Committee of the Whole **District Safety Team Liaison**

Architect Burton, Behrendt & Smith – Subject to a more formal agreement developed by District Counsel

1.5 RESOLVED: the Board of Education approves the following Board

members to serve on committees:

	TRUSTEE	<u>ALTERNATE</u>
(a) Insurance	Entire Board	Trustee to be named
(b) Budget & Fiscal Affairs	Entire Board	President as Chairperson
(c) Building Inspection	Entire Board	Trustee to be named
(d) Employee Relations	Entire Board	President as Chairperson
(e) Community Relations/ Newsletter	Entire Board	Trustee to be named
(f) Scholarship Committee	Trustees to be named	Trustees to be named

(g) Legislation Trustee to be named Trustee to be named

(h) Curriculum and Instruction Trustee to be named Trustee to be named

- 2. RESOLVED: the Board of Education approves a blanket bond in the amount of one million dollars covering all district employees.
- 3. RESOLVED: the Board of Education fixes the time and place of regular meetings of the Board of Education:

Date	Day of the Week	Comment
July 2, 2012	MONDAY	Reorganization + Business Meeting
,		@ <u>HS Library</u>
August 9, 2012	Thursday (2 nd)	Business Meeting
August 23, 2012	Thursday (4 th)	Business Meeting
September 13, 2012	Thursday (2 nd)	Business Meeting
September 27, 2012	Thursday (4 th)	Business Meeting
October 11, 2012	Thursday (2 nd)	Business Meeting
October 24, 2012	WEDNESDAY	Workshop (NYSSBA Meeting in Rochester 25-27)
November 8, 2012	Thursday (2 nd)	Business Meeting
November 29, 2012	Thursday (5 th)	Workshop (Thanksgiving is 4th Thurs.)
December 13, 2012	Thursday (2 nd)	Business Meeting @ Cherry Lane School
January 10, 2013	Thursday (2 nd)	Business Meeting
January 24, 2013	Thursday (4 th)	Business Meeting
February 7, 2013	Thursday (2 nd)	Workshop Budget Overview
February 28, 2013	Thursday (4 th)	Business Meeting
March 14, 2013	Thursday (2 nd)	Business Meeting @ Rushmore Avenue School
April 4, 2013	Thursday (1 st)	Budget Adoption
April 17, 2013	WEDNESDAY	Nassau BOCES Budget and Candidate Vote
	(3 rd)	
May 9, 2013	Thursday (2 nd)	Budget Hearing & Meet-the-Candidates
May 21, 2013	TUESDAY (3rd)	Budget Vote & BOE Election
June 13, 2013	Thursday (2 nd)	Business Meeting
June 27, 2013	Thursday (4 th)	Final meeting of 2012 - 2013 academic year.
		Business Meeting
		July 4, 2013 is a Thursday. We should anticipate a
		Reorganization Meeting on Tuesday, July 2, 2013.

^{*}All meetings will be held in the North Cafeteria, except where indicated.

4. RESOLVED: the Board of Education approves the following banks for the 2012/2013 school year as follows: Bank of America, Citibank, Capital One Bank, TD Bank, Flushing Commercial Bank, HSBC, JP Morgan Chase and First National Bank of Long Island. These accounts are for the General, Federal, Cafeteria, Capital, Trust, Scholarship, Payroll and Extra Classroom Funds.

The maximum amounts deposited in each depository are subject to the deposit maximums on file with the district.

- 5. RESOLVED: the Board of Education designates as the official district newspapers, *Westbury Times*, *Newsday and Long Island Business News.*
- 6. RESOLVED: the Board of Education delegates authority to the Assistant Superintendent for Business, or his/her designee, together with the Purchasing Agent, or his/her designee, to open bids and to report the tabulation of the bids to the Board of Education, and to arrange for the publication of all bids required to be advertised.
- 7. RESOLVED: the Board of Education approves the ceilings and expense accounts as follows:

For Staff Members For Board Members	\$75/day + hotel, IRS current rate per mile + tolls for private vehicle or reimbursement for public transportation;		
	Expense reports with receipts to be submitted to the Business Office by voucher within 30 days of return.		

Board members attendance at workshops, conferences, conventions, per list, additions to list per requests from Board members

American Association of School Administrators, Nassau Suffolk School Boards Assoc., N.Y.S. School Boards Assoc., National School Boards Assoc., Long Island SCOPE

8. RESOLVED: the Board of Education approves the following Petty Cash Funds:

Superintendent	\$100.00
Assistant Superintendent/Business	\$100.00
Assistant Superintendent of Instruction & Personnel	\$100.00
Executive Assistant to Superintendent	
For Special Education and	
Pupil Personnel Services	\$100.00
High School	\$100.00
Rushmore School	\$100.00
Cherry Lane School	\$100.00
District/Maintenance	\$100.00

9. RESOLVED: the Board of Education approves the District Clerk to act as Chairperson for the Annual Election and in the event of his/her unavailability, the Assistant Superintendent for Business will act in his/her absence.

10. RESOLVED: the Board of Education approves the Building Sub-Committees on Special Education, as follows:

> Psychologist/Chairperson Dr. Christopher E. Grieco Psychologist/Chairperson Dr. Michele Rabito-Pakula

Psychologist/Chairperson Mary Jo Dellino

Eileen Fredericks Chairperson

Parent of Child

Regular Education Teacher of the Child

Special Education Teacher of the Child

11. RESOLVED: the Board of Education approves the District Committee on Special Education, as follows:

> **Eileen Fredericks** Chairperson

Psychologist/Chairperson Dr. Christopher E. Grieco Psychologist/Chairperson Dr. Michele Rabito-Pakula

Psychologist/Chairperson Mary Jo Dellino

Social Worker Dr. Lisa Laudante Social Worker Nikolaos Michael

Parent of Child

Parent Members Mary Bruschi

Carolyn Bunt LouAnn Bonomi Janine Webber

Surrogate Parent Ana Menendez deLlano

Special Education Teacher of the Child

Regular Education Teacher of the Child

Physician Dr. Carmen Finamore and

Dr. Keith Apuzzo & Assoc.

12. RESOLVED: the Board of Education approves the District Committee on **Pre-School Special Education, as follows:**

> Eileen Fredericks Chairperson

Chairperson Dr. Michele Rabito-Pakula

Psychologist Dr. Christopher E. Grieco Psychologist Dr. Michele Rabito-Pakula

Psychologist Mary Jo Dellino

Parent of Child

Parent Members LouAnn Bonomi

Janine Webber

Surrogate Parent Ana Menendez deLlano

Special Education Teacher

Regular Education Teacher

Evaluator Person from approved

evaluation site and/or representative from

district staff

County Representative Designated by Nassau

County Department of

Health

- 13. RESOLVED: the Board of Education accepts the district-specific list of the Impartial Hearing Reporting System for hearing officers that are certified and available for the school district.
- 13.1 RESOLVED: the Board of Education appoints______ as individual hearing officers from the rotational list to serve in special education impartial hearings.
- 14. RESOLVED: the Board of Education approves the members for the Scholarship Committee, as follows:

Betsy Paffmann

Suellen Blum

Chairperson of Guidance
Frank Voce

Gail Fernandez

High School Principal

Chairperson of Guidance
Superintendent of Schools
Appointed Board Member and

Kevin J. Winsch Board Alternate

Peter W. Meade

Treasurer

15. RESOLVED: the Board of Education approves the following officials to sign checks for the Extra Classroom Funds, as follows:

Caryl Lorandini

Supervisor Gerald Baratta Assistant High School Principal
Alternate Thomas DePaola High School Principal

- 16. RESOLVED: the Board of Education directs the District Treasurer to publish the Annual Financial Report and Certification of Audit for the 2012-2013 school year in the *Westbury Times*.
- 17. RESOLVED: the Board of Education approves the officers of the District's Board of Elections as follows:

Chairperson – Mary Sablano -- \$192.00 per day Assistant – Sandra Veneroni -- \$184.00 per day

18. RESOLVED: the Board of Education approves the District's Inspectors of Election, at a rate of \$80.00 per shift each, as follows:

Maryann Klein
Patricia Kearney
Gloria Monitto
Rose Norman
Elaine M. Kanno
Mary P. Kruk
Rose Luciano
John Veneroni
Vincenza ladevaia
Janice Macchia

Theresa ladevaia

(Substitute others as needed)

19. RESOLVED: the Board of Education approves Senior Citizen Advisor and Arts & Crafts Instructor at the following rates:

Advisor Lucille Corte – weekly for 40 weeks at

\$15 per hour up to 10 hours per week

Instructor Ann Mascola - 3 times/per month

for 10 months at \$45/session

- 20. RESOLVED: the Board of Education approves the following authorizations:
- 20.1 Superintendent to approve attendance at conferences, conventions, workshops. In the absence of the Superintendent, the Assistant Superintendent for Business will serve as alternate.
- 20.2 Authorized signatures on checks to be signed by the District Treasurer. In the event of his/her unavailability, the Superintendent of Schools will act in his/her absence:

Payroll Account 1 signature District Treasurer

All other accounts 1 signature District Treasurer

20.3 Superintendent to approve budget transfers up to \$5,000.00. In the absence of the Superintendent, the Assistant Superintendent for Instruction and Personnel will serve as alternate.

- 21. RESOLVED: the Board of Education approves wages for summer student workers at \$7.25 per hour to be the minimum wage for the first year of employment and \$7.50 an hour (.25 more an hour) for students who return in subsequent years.
- 22. RESOLVED: the Board of Education approves the attached list of district-owned cell phones with accompanying job titles, using them for School District business purposes only. Said list is on file in the Business Office where it is maintained and updated as necessary.
- 23. RESOLVED: the Board of Education authorizes the Superintendent of Schools and the Director of Facilities and Operations and the Assistant Superintendent for Business and the Assistant Superintendent for Instruction and Personnel as the designated agents of the Board of Education to file a complaint or accusatory instrument on behalf of the Board of Education charging any person, firm, or corporation who is in violation of the policies of the Board of Education and any Federal, State, and local laws.
- 24. RESOLVED: the Board of Education agrees, in compliance with Title IX of the Educational Amendments of 1972, that the Carle Place Union Free School District, Carle Place, Nassau County, New York, does not discriminate on the basis of sex in the educational programs or activities which it operates. This policy of non-discrimination includes, but is not limited to, recruitment and appointment of employees, employment pay and benefits, counseling services for students, access by students to educational programs, course offerings and student activities.

The district officials responsible for the coordination of activities relating to compliance with Title IX are Eileen Fredericks, Executive Assistant to the Superintendent for Special Education and Pupil Personnel Services and Anthony J. Cedrone, Assistant Superintendent for Business. They will provide information, including complaint procedures, to any student or employee who feels that his or her rights under Title IX may have been violated by the district or its officials.

25. BE IT RESOLVED that the Carle Place Union Free School District hereby establishes the following as standard work days for appointed** officials and will report the wages earned by these officials to the New York State and Local Employees' Retirement System based upon the time sheets submitted by these officials to the district's Business Office.

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Title	Name	Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (Hrs./ Day)	Term Begins/Ends	Participates in Employer's Timekeeping System (Y/N)	Days/ Month
Elected Officials None							
Appointed Officials							
Treasurer/Jr. Accountant	John Barodin			7	07/01/2012 - 06/30/2013	Υ	N/A*
District Clerk/Clerk in PPS Office	Susan Eliasoph			7	07/01/2012 - 06/30/2013	Y	N/A*

*Both of these Appointed Officials are also full-time employees of the District working in additional, other titles. As a result, they are already members of the Employees' Retirement System (ERS) who are credited with a full year of service for each year worked. The stipend paid as a result of the additional time spent as Appointed Officials will be reported to the ERS and the hours worked in this capacity will be recorded on time sheets and submitted to the District Business Office.

**Elected has been removed from this resolution because of the fact that the district does not have any elected officials to which this reporting requirement would apply.

- 26. BE IT RESOLVED that the Carle Place Union Free School District hereby establishes the attached schedule of charges for the use of district facilities during the 2012 2013 school year.
- 27. BE IT RESOLVED that the Board of Education hereby establishes for the 2012 2013 school year the rate of pay for per diem substitute teachers working during the school year at \$106.00 for the first 20 days of employment, \$111.00 from the 21st day through the 60th day of employment and \$116.00 from the 61st day and on.

28. ADJOURN