

**BOARD OF EDUCATION
ISLAND PARK UNION FREE SCHOOL DISTRICT
ISLAND PARK, NEW YORK**

MINUTES OF REORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION, duly called and held on Monday, July 10, 2017 at the Conference Center. Trustee Jack Vobis, called the meeting to order at 7:10 p.m.

PLEDGE OF ALLEGIANCE

CERTIFICATION

The Superintendent of Schools certified that pursuant to Section 104, Open Meetings Law, notice of meeting was sent to the Oceanside-Island Park Herald, the Island Park Tribune, posted at both schools, the Public Library, Village Hall, and posted on the District's website. Further, all members of the Board of Education had due notice of said meeting.

ROLL CALL

JACK VOBIS, Trustee	ROSMARIE T. BOVINO, Superintendent of Schools
DIANA CARACCILO, Trustee	ROBERT COHEN, General Counsel
KATHLEEN McDONOUGH, Trustee	MARIE DONNELLY, School Business Official
TARA BYRNE, Trustee	VINCENT RANDAZZO, Assistant Superintendent
RAY MILEY, Trustee	MARIANNE DeCICCO, District Clerk
	BRIAN CLEARY, District Treasurer

OATH OF OFFICE

The Attorney for the District, Robert Cohen, administered the Oath of Office to the District Clerk, Marianne DeCicco and new trustee Mr. Ray Miley.

On a motion duly made by Ray Miley, seconded by Diana Caracciolo, resolved that the Board of Education move into Executive Session to discuss a matter of personnel. Upon vote, motion unanimously carried. Public Meeting reconvened at 7:15 p.m.

ELECTION OF OFFICERS

Nominations and election for the Office of Board President - Board Member Diana Caracciolo nominated Jack Vobis. Board Member Kathleen McDonough seconded the nomination. There were no other nominations for President of the Board. The vote to approve Jack Vobis as President was unanimous.

Nominations and election for the Office of Vice President - Board Member Tara Byrne nominated Diana Caracciolo. Board Member Ray Miley seconded the nomination. There were no other nominations for Vice President of the Board. The vote to approve Diana Caracciolo as Vice President was unanimous.

OATH OF OFFICE

Administered by Marianne DeCicco, District Clerk:
Jack Vobis, President of the Board of Education
Diana Caracciolo, Vice President of the Board of Education
Dr. Rosmarie T. Bovino, Superintendent of Schools
Mr. Brian Cleary, District Treasurer

RECOMMENDED ACTIONS:

On a motion duly made by Diana Caracciolo, seconded by Tara Byrne, resolved that the Board of Education waive the reading of Resolutions #1 through #31. Upon vote, motion to waive the readings unanimously carried. On a motion duly made by Tara Byrne, seconded by Kathleen McDonough, resolved that the Board of Education approve Resolutions #1 through #31. Upon vote, motion unanimously carried.

Resolution #1 – 2017-2018 – Reapproval of District’s Policies:

Resolved that the Board of Education reapprove the following policies:

Policy #5102 – Purchasing, Policy #5106 – Investments, and Policy #1500 - Code of Ethics, School Board Members Creed and School Code of Conduct

and further, that the Board of Education re-adopts all By-laws, Rules and Regulations, and Policies of the Board of Education in effect on June 30, 2017.

Resolution #2 – 2017-2018 – Appointment of District Treasurer:

Resolved that the Board of Education appoint Brian Cleary as District Treasurer for the 2017-2018 school year and further, that his salary for services be established at \$16,300.

Resolution #3 – 2017-2018 – Appointment of District Clerk:

Resolved that the Board of Education appoint Marianne DeCicco as District Clerk for the 2017-2018 school year and further, that her salary for services be established at \$11,314.

Resolution #4 – 2017-2018 - District Appointments:

Resolved that the Board of Education approves the following appointments:

- | | |
|---|--|
| Records Access Officer: | Marianne DeCicco |
| Records Management Officer: | Marianne DeCicco |
| Residency Hearing Officer: | Dr. Rosmarie T. Bovino |
| Purchasing Agent: | Marie Donnelly |
| Purchasing Agent – Alternate: | Dr. Rosmarie T. Bovino |
| District Treasurer: | Brian K. Cleary |
| Assistant District Treasurer: | Vincent Randazzo |
| Central Treasurer for Extra Classroom Activity Funds: | Marie Donnelly |
| Section 504 Compliance Officer: | Dr. Laurie Scimeca |
| Medicaid Compliance Officer: | Dr. Laurie Scimeca |
| Title IX Compliance Officer/Coordinator: | Vincent Randazzo |
| AHERA Compliance Officer: | Enviroscience |
| Title X/Homeless Children Liaison: | Dr. Laurie Scimeca |
| Dignity Act Coordinators: | Dr. Craig Morrison and MaryAnn Scanlon |
| Attendance Officers: | Dr. Bruce Hoffman and Jacob Russum |
| Chemical Hygiene Officer: | Philip DeSantis |
| Counsel: | |
| a. General and Labor: Lamb & Barnosky | |
| b. Bond: Hawkins Delafield & Wood | |
| Fiscal Advisor: | Capital Markets Advisors, LLC |
| Internal Auditor: | Pappas and Company |
| Claims Auditor: | Stanley Packman |
| External Auditor: | R.S. Abrams & Co., LLP |
| District Architect: | BBS Architects & Engineers |
| Public Information Consultant: | Watermoor Group Ltd d/b/a Syntax |

Insurance Consultant:
School District Physician:
IRS Section 403(b) Compliance & Admin:
Employee Assistance Program:

Hastava Insurance Agency (Henry M. Hastava)
Dr. Eric Schoenfeld
Omni Group
Labor Education and Community Service
Agency

Resolution #5 - 2017-2018 – Personnel – Civil Service – Maintainer-in-Charge:

Resolved that the Board of Education approve the appointment of Steve Polidoro as the Maintainer-in-Charge for the 2017-2018 school year and further, that his stipend for services be established at \$19,067 as per the Agreement between the IPS Board of Education and the IPFA Custodial Unit for the period covering July 1, 2013 – June 30, 2016.

Resolution #6 – 2017-2018 – Personnel – District Substitute Teacher Caller:

Resolved that the Board of Education approve Sherry Dubler as the District’s Substitute Teacher Caller for the 2017-2018 school year at the annual rate of \$7,483.

Resolution #7 - 2017-2018 – Personnel – Night Person in Charge Appointments:

Resolved that the Board of Education approve the appointment of John Weber as night person in charge of the Lincoln Orens Middle School and Ainsley Bennett as the night person in charge of the Francis X. Hegarty Elementary School for the 2017-2018 school year and further, that the stipend for services be established at \$1,193 as per the Agreement between the IPS Board of Education and the IPFA Custodial Unit for the period covering July 1, 2013 – June 30, 2016.

Resolution #8 – 2017-2018 – Adoption of the Annual Professional Performance Review Plan (APPR):

Resolved that the Board of Education ratify and approve the Island Park UFSD Annual Professional Performance Review (APPR) Plan for Teachers and Principals pursuant to Education Law Section 3012-d and Subpart 30 of the Commissioner’s Regulations, which includes the adoption of the Marzano Teacher Evaluation Rubric by both the Island Park UFSD and the Island Park Faculty Association and the Kim Marshall Principal Evaluation Rubric approved by both the Island Park UFSD and the Island Park Administrator’s Association as prepared by the Superintendent of Schools and APPR Committee (Members of the Faculty/Administration Forum and Richard Volo, Consultant), and signed by the Superintendent, the Faculty Association President and the Administrators’ Association President and the Board of Education President. Plan remains unchanged from 2016-2017 and has been agreed to as per the District Certification Form.

Resolution #9 - 2017-2018 – Special Education – Authorization to Initiate Referrals:

Resolved that in accordance with state law and regulations, the following individuals are authorized to initiate referrals to the Committee on Special Education during the 2017-2018 School Year:

Dr. Laurie Scimeca, Pupil Personnel Director
Mr. Jacob Russum, Principal, Francis X. Hegarty School
Dr. Bruce Hoffman, Principal, Lincoln Orens Middle School

Resolution #10 – 2017-2018 – Designation of Official Newspapers of the District:

Resolved that the Board of Education designate the Herald and the Island Park Tribune as the official newspapers of the Island Park UFSD for the 2017-2018 school year.

Resolution #11 - 2017-2018 – Authorization to Prepare Payroll:

Resolved that the Board of Education authorize the Account Clerk for payroll to prepare the payroll with certification by the Superintendent of Schools or School Business Official.

Resolution #12 – 2017-2018 - Financial –Authorized Signature for Nassau County Civil Service

Commission:

Resolved that the Board of Education, in accordance with Sections 95, 100, and 101 of the New York State Civil Service Law, authorizes the President of the Board of Education to accept responsibility for signing payroll certifications. This responsibility cannot be designated.

Resolution #13 - 2017-2018 - Committees on Preschool Special Education and Special Education

Membership:

Resolved that the Board of Education approve the appointments of members on the Sub-Committee, Committees on Preschool Special Education and Special Education for the 2017-2018 School Year.

Resolution #14 – 2017-2018 – Approval of IDEA Contracts:

Resolved that the Board of Education approve contracts for distribution of 2017-2018 funds provided by IDEA Part B Sections 611 and 619 to private schools serving Island Park residents. This distribution is in accordance with regulations of the State Education Department.

<u>School/Number of Students</u>	<u>611 Amount</u>	<u>619 Amount</u>
Bilinguals – 1 CPSE	\$1,393	\$203
Hagedorn Little Village – 3 CPSE, 1 CSE	\$5,572	\$609
Variety Child Learning Center – 1 CSE	\$1,393	\$0
UCP – 1 CSE	\$1,393	\$0
Kidz Therapy – 1 RS, 1 CPSE	\$1,857	\$271
HASC – 2 CPSE	\$2,786	\$406
Center for Developmental Disability – 1 CSE	\$1,393	\$0
Just Kids – 1 CPSE	\$1,393	\$203
	<u>\$17,180</u>	<u>\$1,692</u>
	<u>Grand Total: \$18,872</u>	

Resolution #15 – 2017-2018– Authorization to Make Required Transfers in the Budget:

Resolved that the Board of Education authorize the Superintendent of Schools and School Business Official to make the required transfers in the 2017-2018 budget as recommended by the district’s auditors.

Resolution #16 – 2017-2018 – Designation of Alternate to Sign Checks:

Resolved that the President of the Board of Education be designated to sign checks in the absence of the Treasurer and Assistant Treasurer.

Resolution #17 – 2017-2018 – Annual Designation of Banks as Depositories for District Funds:

Resolved that the Board of Education designate the following banks as Depositories of School District funds for the 2017-2018 school year:

- Bank of America, Chase, TD (Toronto Dominion), HSBC,
- State Bank of Long Island, Capital One and Flushing Commercial Bank,
- First National Bank of LI and Capital One

Each institution is allowed to have accounts for the following funds: A, C, D, F, J, K, T, TE & V.

Resolution #18 – 2017-2018 – Authorization to Invest Monies as per the School District Investment

Policy:

Resolved that the Board of Education authorize the District Treasurer to invest monies as provided for in the Investment Policy #5106 of the District dated January 24, 2000, as readopted July 11, 2016 and again this evening.

Resolution #19 – 2017-2018 – Approval of Petty Cash Appropriations:

Resolved that the Board of Education does, hereby, appoint the following as treasurers for a petty cash fund in the amount of \$100 for the 2017-2018 school year:

- Jacob Russum, Principal - Francis X. Hegarty School
- Dr. Bruce Hoffman, Principal - Lincoln Orens Middle School
- Marie Donnelly, School Business Official - Island Park UFSD
- Keith Manginelli, Recreation Supervisor - Island Park Recreation Department
- Marion Toby, Bus Dispatcher - Transportation Department
- George Schneider, School Lunch Manager - Food Service Department
- Steve Polidoro, Maintainer-in-Charge - Maintenance Department

Resolution #20 – 2017-2018 – Authorization of Convention Attendance and Necessary Travel:

Resolved that the Board of Education authorize convention attendance and necessary travel at District expense as listed:

Board of Education Members: SCOPE

- Nassau/Suffolk School Boards Association
- New York School Boards Association
- National School Boards Association

School Business Official:

Conferences approved by the Superintendent

Assistant Superintendent:

Conferences approved by the Superintendent

Resolution #21 – 2017-2018 - Financial – Designation of Employees Authorized to Open Bids:

Resolved that the School Business Official and/or her designee in the Business Office are designated to perform this function.

Resolution #22 – 2017-2018 – Approval of the District’s Participation in Cooperative Bids for the 2017-2018 School Year:

Resolved that the Board of Education accept the recommendation of the Superintendent to participate in all cooperative bid opportunities that are available to the District in accordance with state law, including but not limited to:

- NAEIR – National Association for the Exchange of Industrial Resources
- LISNDA – Long Island School Nutrition Directors Association
- LIFSDA – Long Island School Food Service Directors Association
- Nassau County Directors of School Facilities Purchasing Consortium
- TCPN – The Cooperative Purchasing Network
- New York State Contracts
- County Contracts (New York State)
- Nassau BOCES Cooperative Bidding Service (Various Commodities and/or Services)
- Educational Data Services, Inc. (RFP & Bid Processes as well as Trade Services)

Resolution #23 – 2017-2018 – Renewal of the District’s Participation in the Free and Reduced Lunch Program and the Child Nutrition Program for the 2017-2018 School Year:

Resolved that the Board of Education accept the recommendation of the Superintendent and approve the renewal of the District’s participation in the Free and Reduced Lunch Program and the Child Nutrition Program for the 2017-2018 school year. The District will agree to comply with applicable Federal and State Laws and Policies regarding the operation of the program during its participation.

Resolution # 24 – 2017-2018 - Financial – Determination of Residency:

Resolved that the Board of Education, in accordance with §100.2(y) of the Regulations of the Commissioner of Education of the State of New York, appoint the Superintendent of Schools as the Residency Hearing Officer, or the Superintendent’s designee, to conduct hearings and to determine whether a child is entitled to attend the schools of the District for the balance of the school year.

Resolution #25 – 2017-2018 – Financial - Approval to Publish Annual Financial Report as Per Section 1721 Education Law:

Resolved that the Board of Education authorize the Superintendent of Schools and/or the School Business Official to publish, in the official district newspapers and on its website, once in either August or when the necessary information is completed and available, a full and detailed account of all monies received by the Board of Education or the Treasurer for its accounts per Section 1721 Education Law.

Resolution #26 - 2017-2018 – Financial – Certification of Assessed Valuation on Property in the Island Park UFSD for the Purpose of Setting the 2017-2018 School Tax Rates:

Resolved that for the purpose of setting the 2017-2018 School Tax Rates, the Board of Education adopt the following resolution prepared by the Nassau County Department of Assessment certifying the assessed valuation on property in the Island Park UFSD Assessment Roll of the Town of Hempstead.

That the following budget \$40,690,225 of the necessary claims and expenditures in the Island Park UFSD (#31) in the Town of Hempstead school year 2017-2018 amounting to:

	\$39,312,704	School Purpose
	\$ 1,377,521	Library Purpose
Total	\$40,690,225	be and the same is hereby accepted.

That, that the sum of

	\$31,508,198	School Purpose
	\$ 1,309,309	Library Purpose
Total	\$32,817,507	be the remainder

of budget adopted as above and the amount which must be raised by taxation \$32,817,507 for Island Park UFSD (#31) of the Town of Hempstead, Nassau County, New York for the year 2017-2018 be levied upon the taxable property of the said school district as said property has been certified to by the Assessor for the school year 2017-2018.

That the District Clerk of the School District is hereby authorized and directed, pursuant to Section 6-20.0 and amendments thereto of the Nassau County Administrative Code to file a certified copy of these resolutions with the Nassau County Legislature and the Department of Assessment, Mineola, New York, on or before August 15, 2017.

Resolution #27 – 2017-2018 - Financial – Health Services Agreements with Local School Districts:

Resolved that the Board of Education, as per Education Law §3602-C approve Agreements and authorize the Board president to sign the Agreements, subject to the approval of the Attorney for the District, with each of the following school districts to provide health services to private/parochial school students who reside in the Island Park School District for the 2017-2018 school year:

Bellmore UFSD, Briarwood UFSD, East Rockaway UFSD, East Meadow UFSD, Freeport UFSD, Garden City UFSD, Great Neck UFSD, Hempstead UFSD, Hicksville UFSD, Levittown UFSD, Long Beach City School District, Lynbrook UFSD, Manhasset UFSD, Mineola UFSD, New Hyde Park-Garden City UFSD,

North Bellmore UFSD, North Merrick UFSD, Old Westbury UFSD, Rockville Centre UFSD, Syosset UFSD, Uniondale UFSD and Wantagh UFSD.

Resolution #28 - 2017-2018 - Financial – Authorization of Facsimile Signature:

Resolved that the District Treasurer is authorized to either sign checks manually or by use of facsimile signature; and shall maintain control of his own facsimile signature.

Resolution #29 – 2017-2018 - Financial – Federal and State Aid Funds:

Resolved that the Board authorizes the Superintendent of Schools to act as the school district representative in the application for the administration of federal and state funds.

Resolution #30 – 2017-2018- Financial – Collection and Review of Prevailing Wage Data:

Resolved that the School Business Official be designated as the individual responsible for the collection and review of prevailing wage data paid to contractors in conformance with New York State Labor Law.

Resolution #31 – 2017-2018- Financial –Approval of District Representative for Nassau County Schools Cooperative for Workers Compensation Self-Insured Trust:

Resolved that the Board of Education approve the appointments of Dr. Rosmarie T. Bovino and Marie Donnelly as the managerial employees serving as representatives of Island Park UFSD on the Board of Trustees of the Nassau County Schools Cooperative for Workers Compensation Self-Insured Trust for the 2017-2018 school year.

On a motion duly made by Diana Caracciolo, seconded by Kathleen McDonough, resolved that the meeting be adjourned. Upon vote, motion unanimously carried. Said meeting adjourned at 7:30 p.m.

Respectfully submitted,

Marianne DeCicco, District Clerk