

**PLAINEDGE BOARD OF EDUCATION  
REORGANIZATION MEETING  
Tuesday July 14, 2015  
Agenda  
Board Room  
8:30 PM**

**A. REORGANIZATION MEETING – 8:30 pm**

**Meeting Called to Order by District Clerk**

**Pledge of Allegiance**

**District Clerk:**

**I. Administration of Oath of Office to Board Trustees**

- a) Eric Szillus Term: July 1, 2015 – June 30, 2018
- b) Sisi Wong Townson Term: July 1, 2015 – June 30, 2018
- c) Dennis Gustafson Term: July 1, 2015 – June 30, 2018

“Please raise your right hand and repeat after me....”

**II. Nomination for the Office of President of the Board for 2015-2016**

“Nominations are now in order for the Office of President”

- 1. Election of President of the Board of Education  
Motion                      Second                      Vote

**III. Administration of Oath of Office to President**

“Please raise your right hand and repeat after me....”

**Board President:**

**IV. Nomination for the Office of Vice-President of the Board for 2015-2016**

“Nominations are now in order for the Office of Vice-President”

- 2. Election of Vice-President of the Board of Education  
Motion                      Second                      Vote

**V. Administration of Oath of Office to Vice-President**

“Please raise your right hand and repeat after me....”

**VI. Administration of Oath of Office to Superintendent of Schools**

“Please raise your right hand and repeat after me....”

## VII. Appointment of Officers

**RESOLVED**, that the Board of Education approves the appointment of the following school district officers:

1. **District Treasurer**– Christopher Dillon
  - a. Administration of Oath of Office to the District Treasurer (By District Clerk)
2. **Assistant Treasurer** – Todd Winch
  - a. Administration of Oath of Office to the Assistant Treasurer (By District Clerk)
3. **District Clerk** – Caroline Fratrik
  - a. Administration of Oath of Office to the District Clerk (By Board President)
4. **Assistant District Clerk** – Maureen Byrne
  - a. Administration of Oath of Office to the Assistant District Clerk (By District Clerk)

## VIII. Other Appointments

**RESOLVED**, that the Board of Education approves the following appointments:

1. **School Physician** – Corporate Medical Consultants
2. **Central Treasurer** – Extraclassroom Activity Account – Maureen Geier, Senior Typist Clerk
3. **Assistant Central Treasurer – Extra classroom Activities Fund High School** – Jennifer Vitale, Assistant Principal
4. **Assistant Central Treasurer – Extra Classroom Activities Fund – Middle School** – Stephen Hoffman, Director of Fine and Performing Arts
5. **Homeless Liaison** – Verdel Jones, Director of Guidance
6. **Attendance Officer** – Michael Gibbone, Data Analyst
7. **Records Access Officer** (Freedom of Information Law) – Caroline Fratrik, District Clerk
8. **Records Management Officer** (New York State Arts and Cultural Affairs Law) – Guy Le Vaillant – Assistant Superintendent for Human Resources and Instructional Technology
9. **“Right to Know Law” Information Coordinator** – Christopher Dillon, Assistant to the Superintendent for Administration and Special Projects
10. **External Auditor** – Cullen & Danowski, LLP
11. **Internal Auditor** - R. S. Abrams
12. **Claims Auditor** – Nawrocki Smith, LLP, Certified Public Accountants & Business Consultants
13. **Title IX Compliance Officers** (Education Amendments of 1972) – Guy LeVaillant, Assistant Superintendent for Human Resources & Instructional Technology
14. **ADA Compliance Officers/Coordinators** – Guy Le Vaillant, Assistant Superintendent for Human Resources & Instructional Technology, Verdel Jones, Director of Guidance
15. **Section 504 Coordinator** – Verdel Jones – Director of Guidance, Guy Le Vaillant, Assistant Superintendent for Human Resources & Instructional Technology, Philip Molnar, Director of Special Education

- 16. **Prevailing Wage Designee** – Christopher Dillon, Assistant to the Superintendent for Administration and Special Projects
- 17. **Asbestos Designee** – Christopher Dillon, Assistant to the Superintendent for Administration and Special Projects
- 18. **Purchasing Agent** – Teresa McCarthy, School District Auditor
- 19. **Deputy Purchasing Agent** - Interim Assistant Superintendent for Business and Administration
- 20. **Designated Education Officials (DEO)** Verdel Jones for non-special education students, Philip Molnar for special education students
- 21. **Committee on Special Education and Committee on Preschool Special Education**

**Chairpersons to the Committee on Special Education and Committee on Preschool Special Education**

Philip Molnar, Director of Special Education  
 Joseph Maisano – Assistant Director, Special Education  
 Alison Teta-Montana, School Psychologist

**Chairpersons to the Sub-Committee on Special Education**

Philip Molnar, Director of Special Education  
 Joseph Maisano – Assistant Director, Special Education  
 Nadyne Castoro, Psychologist  
 Kathleen Harders, School Psychologist  
 Kimberly Katz, School Psychologist  
 Lauren Marcano, School Psychologist  
 Lynn Mudryk, School Psychologist  
 Allison Cottone, School Psychologist

**Social Workers**

Nancy Bartkus  
 Donald White

**Physician**

Dr. John Coletta

**Parent Members**

Mandy Breslow  
 Maria Caltabiano  
 Christine DeMarco  
 Lynn Gustafson  
 Maureen Horace  
 Mary Pristina  
 Theresa Zillins

22. **Hearing Officers**

Linda Agoston	Stephen Aldersley	Joan Alexander
Riachard Alles	Lynn Almeleh	Eugene Arcery
John Arikian	Theresa Baker	Stuart Bauchner
Alison Berry	Dale Black-Pennington	Beryl Blaustone

Jean Brescia	Robert Briglio	Jaclyn Brilling
Jon Brown	Paul Bumbalo	Joseph Burger, Ph.D.
Estelle Caswell	Martin Cheikin	Diane Cohen
Tia Denenberg	Debra DeWan	Murray Diamond
Catherine DiDomenico	Maryanne DiMeo	Henry Dowski
Kevin Eardley	Rivona Ehrenreich	John Farago
Laura Fieber	Lana Flame	Dolores Freed
Suzanne Glanville	Steven Goldsmith	Sanders Gropper
Lorraine Gross	Sinai Halberstam	Nancy Hampton
Richard Harbus	Colleen Heinrich	James Hendra
Craig Hill	Theresa Joyner	George Kanilakis
Eugene Kaufman	Sharon Kehoe	Martin Kehoe III
Paul Kelly	Harry Kershen	Seth Krauss
Leonard Krouner	Roy Kuck	Lawrence Larkin
Dora Lassinger	Patricia Latzman	Eric Lawson Jr.
Michael Lazan	Nancy Lederman	Erne Levins
Roger Levy	Ronald Longo	Edward Luban
Susan Lushing	Mary Mackintosh	Robert Mackreth
David Mancuso	Dacid Marasciullo	James Meloon
Kara Miller	Joseph Mineo	James Monk
Ester Mora	Gayle Murphy	Eric Nachman
John Naun	Mary Noe	Karen Norlander
David Nydick	David Oakes	Veronica Odom
Janice Orland	Ralph Pennington Jr.	Kenneth Peters
Rachel Potasznik	Joseph Quinn	Heidi Reichel
Lynne Reid-McQueen	Arthur Riegel	Kenneth Ritzenberg
George Roberts	Seth Rockmuller	Paul Rosen
Jean Rosenzweig	Bernard Rostanski	Nina Rumbold
Leonard Ryan	Melanie Samuels	Jerome Schad
Denise Seidelman	Vanessa Sheehan	Leonard Sienko Jr.
Marjorie Silver	Paula Simpson	Amy Slifka
Terence Smolev	Kenneth Stewart	Babette Tenzer
Craig Tessler	Richard Thaler	Lucille Thalmann
Ellen Thomas	Elizabeth Truly	Aaron Turetsky
Aaron Tyk	Arthur Venezia	William Wall
James Walsh	Carl Wanderman	Lewis Wasserman
Leah Watson	Marc Weiner	Roseanne Werb
Charles Wetterer	Breanda White	Shirley Wilcox
Mindy Wolman	Joseph Wooley	Meryl Zaglin
Earle Zaidins	Eric Zaidins	Joel Ziev

23. **Bond Counsel** – Orrick, Herrington & Sutcliffe, LLP
24. **School District Attorney** – Ingerman Smith, LLP
25. **Food Service Director** - Nancy Cara
26. **DASA Coordinators** – Vito Mannino, All elementary schools; Jennifer Thearle, Schwarting; Carol Muscarella, John H. West; Emily O'Brien, Eastplain; Nancy Bartkus, Middle School; Casey Kornahrens, Middle School; James Davis, High School; Thomas Pisani, High School; Elizabeth Lewis, High School

27. **Law Enforcement Agency** – 2nd Precinct and 7<sup>th</sup> Precinct, Nassau County Police Department
28. **School Architect** – Mosaic Associates/Mark Design Studios

#### **IX. Designations**

**RESOLVED**, that the Board of Education approves the following designations:

1. **Official Newspapers** – Massapequa Post and Massapequan Observer
2. **Bank Depositories** for school district funds for the 2015-2016 school year:
  - a) Citibank
  - b) JP Morgan Chase
  - c) The First National Bank of Long Island

#### **Authorizations**

**X. RESOLVED**, that the Board of Education approves the following authorizations:

1. The Superintendent of Schools be authorized to make budget transfers as permitted by Section 170.2(1) of Commissioner's Regulations
2. The Treasurer and Assistant Treasurer, as school officers in charge of investments, be authorized to invest idle cash for all district funds as per Policy #6240
3. The School District Auditor, Teresa McCarthy be authorized as Purchasing Agent
4. The Board of Education President be authorized as Certifier of Payrolls for Annual Civil Service Report
5. The Superintendent of Schools be authorized to certify payrolls of the District for the 2015-2016 school year.
6. The Assistant Superintendent for Business be authorized as the person responsible for coordinating the development and maintenance of fixed assets records
7. The following individuals be authorized as petty cash custodians at the listed locations in the amount of \$100, except as indicated:

Central Office – District Treasurer, Christopher Dillon  
Plainedge High School – Principal, Robert Amster  
Plainedge Middle School – Principal, Anthony DeRiso  
Eastplain Elementary – Principal, Emily O'Brien  
John H. West Elementary – Principal, Carol Muscarella  
Schwartz Elementary – Principal, Jennifer Thearle  
Transportation - Supervisor, TBD  
Food Services – Cook Manager, Edward Ross (\$200)

8. The Assistant Superintendent for Curriculum and Instruction and the Superintendent of Schools be authorized to approve conference attendance requests, with designated expenses, as permitted by Section 77-6 of the General Municipal Law
9. The Assistant Superintendent for Business, Treasurer and Assistant Treasurer are authorized to sign district checks for the 2015-2016 school year.
10. The Assistant Superintendent for Business, Treasurer and Assistant Treasurer are authorized for and on behalf of the Plainedge Union Free School District to open bank accounts, execute third party custodial agreements, wire transfer district funds, make investments of district funds, to request, designate holders, change or release third party collateral with any financial institutions, and to execute any acknowledgement, agreement, or other documents which may be necessary in connection with the purchase sale, assignment or transfer of any such obligations.
11. The Superintendent of Schools is authorized to sign all applications and claims relating to Federal and State Grant applications and funding for the district for the 2015-2016 school year.
12. The President of the Board of Education, subject to the provisions of Local Finance Law, is delegated the power to authorize the issuance and to sell Revenue Anticipation Notes of the Plainedge Union Free School District at North Massapequa, Nassau County, New York, including renewals thereof, in anticipation of the collection of revenues for the fiscal year commencing July 1, 2015.
13. The President of the Board of Education, subject to the provisions of Local Finance Law, is delegated the power to authorize the issuance and to sell Bond Anticipation Notes of the Plainedge Union Free School District at North Massapequa, Nassau County, New York, including renewals thereof, in anticipation of the collection of revenues for the fiscal year commencing July 1, 2015.
14. The President of the Board of Education, subject to the provisions of Section 24.00 and 39.00 Local Finance Law, Constituting Chapter 33-a of the Consolidated Laws of the State of New York, is delegated the power to authorize the issuance and to sell Tax Anticipation Notes of the Plainedge Union Free School District at North Massapequa, Nassau County, New York, including renewals thereof, in anticipation of the collection of real estate taxes levied or to be levied for school district purposes for the fiscal year commencing July 1, 2015.
15. The Central Treasurer is authorized to sign the Extra Classroom Activities Fund checks for the 2015-2016 school year.
16. The Assistant Central Treasurers are authorized to co-sign the Extra Classroom Activities Fund checks for the 2015-2016 school year.

**XI. Other Items**

**1. Annual Policy Review –**

**RESOLVED**, that the Board of Education acknowledges its annual review of the policies and regulations listed pursuant to the statutory and regulatory requirements. The following policies are subject to annual review by the Board of Education:

- a. Policy 1900 – Parental Involvement
- b. Policy 2160 – Board Member & School District Officers Code of Conduct
- c. Policy 5100 – Attendance Policy
- d. Policy 5300 – Code of Conduct
- e. Policy 6240 – Investment Policy
- f. Policy 6700 – Purchasing Policy
- g. Reg. 6700 – Purchasing Regulation
- h. Policy 8334 – Credit Card Policy
- i. Reg. 8334 – Credit Card Regulation

**2. Annual Reaffirmation of School Employees and Officers Indemnification**

**RESOLVED**, that the Board of Education hereby adopts Public Officer's Law §18.

**3. Annual Meal, Mileage and Lodging Reimbursement Rates**

**RESOLVED**, that the Board of Education approves the meal, mileage and lodging reimbursement rates as indicated in the attached **Regulation 6830**.

**4. District Owned Cell Phone Policy –**

**RESOLVED**, that the District Owned Cell Phone **Policy #8332** of the Plainedge UFSD continue to be subject to an annual review by the Board of Education and its designated representatives (**Attachment 8332R**)

**5. Bonding of School Officers**

Superintendent	\$1,000,000
Asst. Superintendent for Business	\$1,000,000
Treasurer	\$1,000,000
Assistant Treasurer	\$1,000,000
District Clerk	\$1,000,000
Payroll Clerks (2)	\$1,000,000
All Other Employees	\$100,000

- 6. **Labor Seasonal/Summer Worker Rate**
  - Year 1 \$9.00 per hour
  - Year 2 \$9.50 per hour
  - Year 3 \$10.00 per hour
- 7. **Election Worker Rates**
  - Chief Inspector \$12.00 per hour
  - Chairperson \$11.00 per hour
  - Election Workers \$ 9.00 per hour
- 8. **Substitute Teacher Rate** \$110.00 per day
- 9. **Substitute Nurse Rate** \$105.00 per day
- 10. **Resident Substitute Teacher Rate** \$120.00 per day
- 11. **Retired Teacher Substitute Rate** \$125.00 per day
- 12. **Part-Time Teacher Aides & Monitor Rate –**
  - a. Year 1 & 2 - \$13.18
  - b. Year 3 - \$13.90
  - c. Year 4 - \$14.69
  - d. Year 5 - \$15.37
  - e. Year 6 - \$16.13
  - f. Year 7 - \$16.87
- 13. **Substitute Teacher Aides & Monitor Rate** \$11.30 per hour
- 14. **Substitute Clerical Rate** \$11.30 per hour
- 15. **Substitute Cleaner Rate** \$12.50 per hour
- 16. **Substitute Bus Driver Rate** \$18.47 per hour
- 17. **Substitute Food Service Helper Rate** \$9.00 per hour
- 18. **Home Tutoring Rate** (for individuals not covered under a collective bargaining agreement) \$44.46 per hour

**XII. Adjournment of Reorganization Meeting**