



PLAINEDGE BOARD OF EDUCATION

Organizational Meeting HS - Innovation Learning Center

241 Wyngate Drive
Massapequa, NY 11758
www.plainedgeschools.org

Friday, July 7, 2017

7:30 PM

HS - Innovation Learning Center

Meeting Called to Order by District Clerk

Pledge of Allegiance

I. District Clerk

A. Administration of Oath of Office to Board Trustees (By District Clerk)

- a) Catherine Flanagan Term: July 1, 2017 - June 30, 2020
- b) Sonny Spagnuolo Term: July 1, 2017 - June 30, 2020

"Please raise your right hand and repeat after me...."

B. Nomination for the Office of President of the Board for 2017-2018

"Nominations are now in order for the Office of President"

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

C. Administration of Oath of Office to President of the Board (By District Clerk)

"Please raise your right hand and repeat after me...."

II. Board President

A. Nomination for the Office of Vice-President of the Board for 2017-2018

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

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

B. Administration of Oath of Office to the Vice President of the Board (By the District Clerk)

"Please raise your right hand and repeat after me...."

C. Administration of Oath of Office to Superintendent of Schools (By the District Clerk)

"Please raise your right hand and repeat after me...."

III. Appointment of Officers

1. Appointment of Officers

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

1. **District Treasurer-** Maureen Judge
 - a. Administration of Oath of Office to the District Treasurer **(By District Clerk)**
2. **Assistant Treasurer -** Dr. Guy Le Vaillant
 - a. Administration of Oath of Office to the Assistant Treasurer **(By District Clerk)**
3. **District Clerk -** Maureen Ryan
 - 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)**

IV. Other Appointments

1. Other Appointments

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

1. **School Physician** - Corporate Medical Consultants
2. **Central Treasurer** - Extra classroom Activity Account - Michael Gibbone, Supervisor of Learning, Teaching & Assessments
3. **Assistant Central Treasurer - Extra classroom Activities Fund High School** - Jennifer Vitale, Assistant Principal
4. **Homeless Liaison** - Verdel Jones, Director of Guidance
5. **Attendance Officer** - Michael Gibbone, Supervisor of Learning, Teaching & Assessments
6. **Records Access Officer** (Freedom of Information Law) - Maureen Ryan, District Clerk
7. **Records Management Officer** (New York State Arts and Cultural Affairs Law) - Dr. Guy Le Vaillant - Assistant Superintendent for Human Resources and Instructional Technology
8. **"Right to Know Law" Information Coordinator** - Joseph Jaronczyk, Director of Facilities III
9. **External Auditor** - Cullen & Danowski, LLP
10. **Internal Auditor** - R. S. Abrams
11. **Claims Auditor** - Nawrocki Smith, LLP, Certified Public Accountants & Business Consultants
12. **Title IX Compliance Officers** (Education Amendments of 1972) - Dr. Guy LeVaillant, Assistant Superintendent for Human Resources & Instructional Technology
13. **ADA Compliance Officers/Coordinators** - Dr. Guy Le Vaillant, Assistant Superintendent for Human Resources & Instructional Technology, Verdel Jones, Director of Guidance

- 14. **Section 504 Coordinator** - Verdel Jones - Director of Guidance, Dr. Guy Le Vaillant, Assistant Superintendent for Human Resources & Instructional Technology, Joseph Maisano, Director of Special Education
- 15. **Prevailing Wage Designee** - Joseph Jaronczyk, Director of Facilities III
- 16. **Asbestos Designee** - Joseph Jaronczyk, Director of Facilities III
- 17. **Purchasing Agent** - Justine Stringer, School District Auditor
- 18. **Deputy Purchasing Agent** - Peter Porrazzo, Assistant Superintendent for Business
- 19. **Designated Education Officials (DEO)** Verdel Jones for non-special education students, Joseph Maisano for special education students
- 20. **Residency Officer** - Verdel Jones, Director of Guidance
- 21. **Committee on Special Education and Committee on Preschool Special Education**

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

Joseph Maisano, Director of Special Education
Bridget Murphy - Assistant Director, Special Education
Alison Cottone, School Psychologist
Kim Christ, School Psychologist

Chairpersons to the Sub-Committee on Special Education

Joseph Maisano, Director of Special Education
Bridget Murphy - 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
Peter Mancuso, School Psychologist
Kim Christ, School Psychologist

Social Workers

Patricia Campbell
Donald White

Physician

Dr. John Coletta

Parent Members

Mandy Breslow
Maria Caltabiano
Lynn Gustafson
Theresa Zilins

Surrogate Parent

Theresa Zilins

- 22. **Impartial Hearing Officers**
Impartial Hearing Officers will be appointed from the district-specific Nassau County list of Impartial Hearing Officers as maintained by the

- Impartial Hearing Reporting System for the 2017-2018 school year.
23. **Bond Counsel** - Orrick, Herrington & Sutcliffe, LLP
 24. **School District Attorney** - Ingerman Smith, LLP
 25. **Fiscal Advisor** - Munistat Services, Inc.
 26. **Medical Review Officer** - Land Sea & Air Consulting & Testing, Inc.
 27. **403(b) and 457 Retirement Savings Plan Providers** - AXA Equitable Life Insurance Company, GWN/Employee Deposit Account, Lincoln Investment Planning, Mutual Inc., NY Life Insurance & Annuity Corp., Oppenheimer Share-Holders Services, The Legend Group/ADSERV, Voya Financial, and New York State Deferred Compensation as official retirement savings plan providers
 28. **Third Party Administrator for 403(b) and 457 Retirement Plan** - OMNI
 29. **Insurance Broker** - NYSIR and Bollinger, Inc.
 30. **Food Service Director** - Nancy Cara
 31. **DASA Coordinators** - Vito Mannino, All elementary schools; Jennifer Thearle, Schwarting; Nadyne Castoro - Schwarting, Carol Muscarella, John H. West; Emily O'Brien, Eastplain; Patricia Campbell, Middle School; Casey Kornahrens, Middle School; Thomas Pisani, High School; Elizabeth Lewis, High School, Don White - High School
 32. **Law Enforcement Agency** - 2nd Precinct and 7th Precinct, Nassau County Police Department
 33. **School Architect** - Mark Design Studios

V. Designations

1. Designations

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

1. **Official Newspapers** for the 2017-2018 school year:
 - a) Massapequa Post
 - b) Massapequan Observer
 - c) Newsday
2. **Bank Depositories** for school district funds for the 2017-2018 school year:
 - a) Citibank
 - b) JP Morgan Chase
 - c) The First National Bank of Long Island

VI. Authorizations

1. Authorizations

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 Board of Education President be authorized as Certifier of Payrolls for Annual Civil Service Report
4. The Superintendent of Schools be authorized to certify payrolls of the District for the 2017-2018 school year.
5. The Assistant Superintendent for Business be authorized as the person responsible for coordinating the development and maintenance of fixed assets records
6. The following individuals be authorized as petty cash custodians at the listed locations in the amount of \$100:
 - Central Office - District Treasurer, Maureen Judge
 - 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
 - Schwarting Elementary - Principal, Jennifer Thearle
 - Transportation - Supervisor, Kathleen Ambrosio
7. The Assistant Superintendent for Curriculum and Instruction, the Assistant to the Superintendent for Instructional Services and Administration 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
8. The Assistant Superintendent for Business, Treasurer and Assistant Treasurer are authorized to sign district checks for the 2017-2018 school year.
9. 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.
10. The Assistant Superintendent for Business is authorized to act on behalf of Plainedge Public Schools and sign beneficiary change forms of Lincoln Life & Annuity Company of New York, Hartford Life Insurance Company, Columbian Financial Group/Columbian Mutual Life Insurance Company, Gerber Life Insurance Company, Athene Annuity & Life Assurance Company of New York, Jackson National Life Insurance Company of New York, The Guardian Life Insurance Company and United of Omaha Life Insurance Company.

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 2017-2018 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, 2017.
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, 2017.
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, 2017.
15. The Central Treasurer is authorized to sign the Extra Classroom Activities Fund checks for the 2017-2018 school year.
16. The Assistant Central Treasurers are authorized to co-sign the Extra Classroom Activities Fund checks for the 2017-2018 school year.

VII. Other Items

1. Other Items

1. Annual Policy Review -

RESOLVED, that the Board of Education acknowledges its annual review and approval 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 (Board Members will sign)
- c. Policy 5100 - Attendance Policy
- d. Policy 5300 - Code of Conduct
- e. Policy 6240 - Investment Policy
- f. Policy 6700 - Purchasing Policy

- g. Reg. 6700R - Purchasing Regulation
- h. Policy 8334 - Credit Card Policy
- i. Reg. 8334R - Credit Card Regulation
- j. Policy 8332 - District Owned Cell Phone
- k. Reg. 8332R - Cell Phone Regulation
- l. Policy 6830 - Expense Reimbursement for Travel
- m. Reg. 6830R - Expense Reimbursement Regulation

2. Annual Reaffirmation of School Employees and Officers Indemnification

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

3. 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

4. Labor Seasonal/Summer Worker Rate

Year 1	\$11.00 per hour
Year 2	\$11.50 per hour
Year 3	\$12.00 per hour

5. Election Worker Rates

Chief Inspector	\$14.00 per hour
Chairperson	\$13.00 per hour
Election Workers	\$11.00 per hour

6. Substitute Teacher Rate

\$120.00 per day

7. Substitute Nurse Rate

\$125.00 per day

8. Resident Substitute Teacher Rate

\$130.00 per day

9. Retired Teacher Substitute Rate

\$135.00 per day

10. Part-Time Teacher Aides & Monitor Rate -

- a. Year 1 & 2 - \$13.61
- b. Year 3 - \$14.36
- c. Year 4 - \$15.17
- d. Year 5 - \$15.87
- e. Year 6 - \$16.66
- f. Year 7 - \$17.42

11. Substitute Teacher Aides & Monitor Rate

\$12.50 per hour

12. Substitute Clerical Rate

\$12.50 per hour

13. Substitute Cleaner Rate

\$13.50 per hour

14. Substitute Food Service Helper Rate

\$11.00 per hour

15. Home Tutoring Rate (for individuals not covered under a collective bargaining agreement)

\$44.46 per hour

VIII. Adjournment