

**MINUTES OF THE MEETING OF THE BOARD OF EDUCATION
Reorganization Meeting
July 14, 2015**

At the Reorganization Meeting of the Board of Education of the Plainedge Union Free School District, Town of Oyster Bay, Nassau County, New York held at Plainedge High School, North Massapequa, New York on July 14, 2015 there were:

Attendee Name	Title	Status
Debra Grieci	President	Present
Douglas Pascarella	Vice – President	Present
Catherine Flanagan	Trustee	Present
Debra Grieci	Trustee	Present
Dennis Gustafson	Trustee	Present
Raymond Paris	Trustee	Present
Eric Szillus	Trustee	Present
Sisi Townson	Trustee	Present
Dr. Edward A Salina, Jr.	Superintendent	Present
Peter Porrazzo	Assistant Superintendent for Business	Present
Todd Winch	Assistant Superintendent for Curriculum & Instruction	Present
Dr. Guy Le Vaillant	Assistant Superintendent for Human Resources & Instructional Technology	Present
Christopher Dillon	Assistant to Superintendent for Administration & Special Projects	Present

Ms. Fratrik called the Reorganization meeting to order at 8:30 pm.

RESULT: ADOPTED at 8:30pm
MOVER: Flanagan, Trustee
SECONDER: Grieci, Trustee
AYES: Grieci, Pascarella, Flanagan, Gustafson, Paris, Szillus, Townson

Pledge of Allegiance

Ms. Fratrik led those assembled in the Pledge of Allegiance.

I. Oath of Office

Ms. Fratrik, District Clerk, administered the Oath of Office to Mr. Eric Szillus, Ms. Sisi Townson and Mr. Dennis Gustafson, who were elected to the Board of Education on May 19, 2015. All three Board of Education members were elected for three year terms, beginning on July 1, 2015 and ending on June 30, 2018.

II. Election of Board of Education President

Ms. Fratrik opened the floor for nominations. Ms. Flanagan, Mr. Gustafson & Mr. Pascarella were all nominated for the position of President of the Board of Education for the 2015 - 2016 school year.

Mr. Paris nominated Mrs. Flanagan. Mr. Gustafson and Mr. Pascarella both nominated themselves. The nominations were then closed and each candidate spoke briefly about their qualifications. Once the candidates were done speaking, a vote was taken for President of the Board of Education.

Ms. Catherine Flanagan	4 Votes (Flanagan, Paris, Szillus, Townson)
Mr. Dennis Gustafson	2 Votes (Gustafson, Pascarella)
Mr. Douglas Pascarella	0 Votes
Abstention – All	1 Vote (Grieci)

Ms. Catherine Flanagan was elected President of the Board of Education by a majority vote of 4-2-1.

Oath of Office

Ms. Flanagan was administered the Oath of Office by Ms. Fratrik, District Clerk.

President of the Board of Education Assumes the Chair

Ms. Fratrik turned the meeting over to the elected President of the Board of Education, Ms. Flanagan, to conduct the election for the new Vice-President.

Election of Board of Education Vice-President

Ms. Flanagan opened the floor for nominations for the Vice-President of the Board of Education for the 2015-2016 school year.

Ms. Flanagan nominated Mr. Paris, Mr. Gustafson and Mr. Pascarella both nominated themselves. The nominations were then closed and each candidate spoke briefly about their qualifications. Once the candidates were done speaking, a vote was taken for Vice-President of the Board of Education.

Mr. Douglas Pascarella	1 Votes (Pascarella)
Mr. Raymond Paris	4 Votes (Flanagan, Paris, Szillus, Townson)
Mr. Dennis Gustafson	1 Votes (Gustafson)
Abstention – All	1 Vote (Grieci)

Mr. Raymond Paris was elected Vice-President of the Board of Education by a majority vote of 4-1-1-1.

Oath of Office

Mr. Paris was administered the Oath of Office by Ms. Fratrik, District Clerk.

Congratulations were expressed to the newly elected President and Vice-President of the Board of Education.

Oath of Office

Dr. Salina was administered the Oath of Office by Mrs. Fratrik, District Clerk.

Motion on Reorganization Meeting Agenda

Ms. Grieci moved, Mr. Pascarella seconded to approve Items # I – XI on the Reorganizational agenda. The motion passed 7-0. The Oath of Office was then administered by Ms. Fratrik, District Clerk, to Mr. Dillon, District Treasurer, Mr. Winch, Assistant Treasurer and Ms. Maureen Byrne, Assistant District Clerk. The Oath of Office as also administered to Ms. Fratrik by Board of Education President Ms. Catherine Flanagan.

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, 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** - Assistant Superintendent for Business
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 7th 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 Massapequa 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
 Schwarting 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.

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.

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

RESULT: ADOPTED at 9:00pm
MOVER: Grieci, Trustee
SECONDER: Paris, Trustee
AYES: Flanagan, Paris, Grieci, Gustafson, Pascarella, Szillus, Townson

District Clerk