

Annual Reorganization Meeting

The Annual Reorganization Meeting of the Board of Education of the Northport-East Northport Union Free School District was held on Monday evening, July 1, 2013, beginning at 6:00 p.m., in the Board Conference Room at the William J. Brosnan School, 158 Laurel Avenue, Northport, New York, with Mr. Stephen V. Waldenburg, Jr., Chairperson, opening the meeting and presiding.

Members present: Mr. David Badanes, Ms. Julia Binger, Mr. James Maloney, Mrs. Lori McCue (arrived at 6:07 p.m.), Mr. Andrew Rapiejko, Mr. Joseph Sabia, Mrs. Jennifer Thompson, Mrs. Tammie Topel (arrived at 6:08 p.m.), Mr. Stephen V. Waldenburg, Jr.

Members absent: None

Also present: Dr. Marylou McDermott, Superintendent of Schools
Ms. Kathleen Molander, Assistant Superintendent for Business
Mr. Matthew Nelson, Assistant Superintendent for Instruction and Administration
Ms. Rosemarie Coletti, Assistant Superintendent for Human Resources
Ms. Regina Cafarella, Board Counsel

1. Chairperson Waldenburg called the meeting to order.

Motion was made by Trustee Maloney, seconded by Trustee Sabia, to convene in Executive Session to discuss matters pertaining to the employment history of particular persons.

Unanimously carried by those present.

At 7:10 p.m., the Board reconvened in public session in the cafeteria at William J. Brosnan School.

2. Mr. Waldenburg led those present in the Pledge of Allegiance; and
3. Pointed out the emergency exits.

Public attendance: There were approximately 20 persons present.

President Waldenburg asked for a moment of silence in memory of the nineteen firefighters who died in Arizona.

4. Oath of Office to New Board Members

Ms. Regina Cafarella, Board Counsel, administered the Oath of Office to Ms. Binger, Ms. McCue and Mr. Rapiejko.

5. Election of Officers

- 5.01 Nominations were requested for the Office of President of the Board of Education.

Trustee Waldenburg was nominated for President by Trustee Sabia, seconded by Trustee Binger. There were no other nominations.

Mr. Waldenburg was unanimously elected President of the Board of Education for the 2013-2014 school year.

- 5.02 Nominations were requested for the Office of Vice President of the Board of Education.

Trustee Thompson was nominated for Vice President by Trustee Sabia, seconded by Trustee Topel. Trustee Rapiejko was nominated for Vice President by Trustee McCue, seconded by Trustee Binger.

Vote on Trustee Sabia's motion to nominate Trustee Thompson for Vice President was as follows:

YES: Mr. Maloney, Mr. Sabia, Mrs. Thompson, Mrs. Topel, Mr. Waldenburg
NO: Ms. Binger, Mrs. McCue, Mr. Rapiejko
ABSTAIN: Mr. Badanes

Motion passed.

Vote on Trustee McCue's motion to nominate Trustee Rapiejko as Vice President was as follows:

YES: Ms. Binger, Mrs. McCue, Mr. Rapiejko
NO: Mr. Maloney, Mr. Sabia, Mrs. Thompson, Mrs. Topel, Mr. Waldenburg
ABSTAIN: Mr. Badanes

Motion failed

Mrs. Thompson was elected as Vice President of the Board of Education for the 2013-2014 school year.

6. Oath of Office to the President and Vice President of the Board

6.01 Board Counsel Cafarella administered the Oath of Office to:

- 6.01.1 Board President Waldenburg
- 6.01.2 Board Vice President Thompson

7. Annual Appointments

Motion was made by Trustee McCue, seconded by Trustee Sabia, to approve all items under 7.

7.01 Appointments

7.01.1 Beth Nystrom as District Clerk and Maureen Pollock as Acting District Clerk

7.01.2 Dawn Monsell as District Treasurer and Denise Lovaglio as Deputy District Treasurer

7.01.3 Ingerman Smith, LLP as Board Attorney and Negotiating Attorney

7.01.4 Christine Helbock as Claims Auditor

7.01.5 Susan Shutowich as Purchasing Agent, and Kathleen Molander, Assistant Superintendent for Business, authorized to act as Purchasing Agent in her absence

7.01.6 Hearing Officers:

Appointing Laure C. Nolan, Michael Ahern and Joseph Wooley as Hearing Officers to conduct hearings pursuant to Section 75 of Civil Service Law

Appointing Lawrence Spirn and Jennifer Spirn as Hearing Officers to conduct hearings pursuant to Section 504 of the Rehabilitation Act of 1973

7.01.7 Compliance Officers:

Appointing Ms. Christina Pulaski as Section 504 Compliance Officer and Medicaid Compliance Officer

Appointing Ms. Cynthia Fitzgerald as Title IX Compliance Officer

7.01.8 Appointing the following firms as Brokers of Record:

- Hartt Insurance Agency, Inc., 45 Main Street, P.O. Box 449, Northport, NY 11768
- N.Y. Schools Insurance Reciprocal, 333 Earle Ovington Blvd., Uniondale, NY 11553
- GCG Risk Management, Inc., 11 Beach Street, 8th Fl., New York, NY 10013
- Pupil Benefits Plan, Inc., 101 Dutch Meadows Lane, Glenville, NY 12302
- Digital Insurance in partnership with AON Consulting, 300 Jericho Quad., Suite 300, Jericho, NY 11753
- RSK Limited Liability Co./Emerson, Reid and Co., 174 Park Avenue, Hicksville, NY 11801

7.01.9 Appointing Bonding Counsel and Financial Advisory Services:

- Hawkins Delafield & wood, LLP, One Chase Manhattan Plaza, New York, NY 10005 as Bonding Counsel
- Munistat Services, Inc., 12 Roosevelt Avenue, Pt. Jefferson Station, NY 11776 for Financial Advisory Services

7.01.10 Appointing the firm of R.S. Abrams & Co., LLP as Internal Auditor for the 2013-2014 fiscal year

7.01.11 Appointing the firm of Cullen & Danowski, LLP as External Auditor for the 2013-2014 fiscal year

Vote on Trustee McCue's motion to approve all items under 7. was unanimously carried.

8. Oath of Office to Superintendent of Schools and District Clerk

Ms. Regina Cafarella, Board Counsel, administered the Oath of Office to Dr. Marylou McDermott, Superintendent of Schools, and Ms. Beth Nystrom, District Clerk

Motion was made by Trustee Badanes, seconded by Trustee Maloney, to approve all items under 9. through 36, excluding severed item 35.01.

9. Designation of Signatories for All School Warrants

9.01 Designating the Claims Auditor as the signatory for all school warrants

10. Designation of Depositories for All District Funds

10.01 Depositories of the Northport-East Northport Union Free School District, Town of Huntington, Suffolk County, New York were designated as follows:

- 10.01.1 JP Morgan Chase
- 10.01.2 1st National Bank
- 10.01.3 Capital One Bank
- 10.01.4 State Bank of Long Island
- 10.01.5 TD Bank
- 10.01.6 Flushing Commercial Bank
- 10.01.7 Valley National Bank

11. Designation of District Newspaper for Legal Advertising

11.01 Designating The Times of Northport and The Observer as the Official Newspapers for District publications and legal notices for the 2013-2014 school year

12. Time and Place of Board Meetings

12.01 The Board adopted the 2013-2014 Calendar of Board Meetings at its May 13, 2013 Board Meeting.

13. Authorization to Publish the Annual Financial Report

13.01 Authorizing publication of the Annual Financial Report for the 2012-2013 school year in the official newspaper

14. Bond for District Treasurer and Deputy District Treasurer

14.01 Authorizing Public Employee Dishonesty insurance in the amount of \$5,000,000 per-loss to include positions of District Treasurer and Deputy District Treasurer for the period July 1, 2013 to June 30, 2014

15. Authorization to Reimburse Expenses

15.01 Authorizing the Superintendent to approve expenses for staff attendance at conferences, and also for all authorized automobile travel within the District and outside of the District

16. Authorization to Certify Payrolls

16.01 Authorizing the Chief School Officer or her designee to certify payrolls each month (Ed. Law 1720, Sec. 2523; Commissioner's Regulation 170.2)

17. Authorization to Make Transfers

17.01 Authorizing the Superintendent of Schools or her designee, in accordance with the regulations of the Commissioner of Education, to make budget transfers between salary codes up to \$25,000, with all transfers in excess of \$25,000 requiring Board of Education approval and, transfers between all other codes up to \$10,000, with all transfers in excess of \$10,000 requiring Board of Education approval

18. Adoption of List of Religious Holidays

18.01 Adopting the attached list of religious holidays for State Aid computation purposes

19. Authorization to Establish Petty Cash Funds

19.01 Approving Petty Cash Funds in the amount of \$100 each with the following persons designated to administer these funds for the 2013-2014 school year:

- Ms. Lori Beekman, Principal, Bellerose Avenue School
- Mr. Thomas Harrison, Principal, Fifth Avenue School
- Ms. Patricia Essinfeld, Principal, Dickinson Avenue School
- Mr. Michael Genovese, Principal, Norwood Avenue School
- Ms. Sabina Larkin, Principal, Ocean Avenue School
- Mr. Jeffrey Haubrich, Principal, Pulaski Road School
- Mr. Pasquale DeStefano, Principal, East Northport Middle School
- Mr. Timothy Hoss, Principal, Northport Middle School
- Ms. Irene McLaughlin, Principal, Northport High School
- Ms. Beth Nystrom, District Clerk, Board of Education

20. Signatories for Federal Projects

20.01 Appointing for the 2013-2014 school year, Dr. Marylou McDermott, Superintendent of Schools, as the authorized representative and official of Northport-East Northport Union Free School District, to submit applications and make claims for Federal Funds under all applicable Federal laws as may be required, with the Assistant Superintendent of Instruction and Administration as alternate.

21. Designation of Signatory for Tax Anticipation Notes

21.01 Designating the Board President as the signatory for the single manual signature required on Tax Anticipation Notes or, as designated by the President, the Vice President, or the District Clerk

22. Appointment of School Physicians

22.01 Appointing the doctors of North Suffolk Medical Associates as the School Physician for 2013-2014 and authorizing the Board President to execute a contract to this effect

23. Attendance Officer

23.01 Appointing Ms. Judy Proscia as the District's Attendance Officer

24. Athletic Trainer

24.01 Appointing Mr. Shawn Scattergood as the District's Athletic Trainer

25. Records Access Officer

25.01 Appointing Ms. Beth Nystrom as the Records Access Officer

26. Records Management Officer

26.01 Appointing Mr. Bernard Krueger as the Records Management Officer

27. Asbestos Designee

27.01 Appointing Mr. Anthony Resca as the Asbestos Designee

28. Census Enumerator

28.01 Appointing Ms. Judy Proscia as the Census Enumerator

29. Residency of Students Designees

29.01 Appointing the Superintendent and the Administrator of Technology as the Board's official designees for determining residency of students

30. Board of Registry

30.01 Appointing the following qualified voters of the District to the Board of Registry for the 2013-2014 school year: Anna Banzer, Eva Koch, James Mahoney, Maureen O'Brien, Clara Pryor, Joan Zaffiris

30.02 Appointing the following staff members to serve as Registrars when school is in session:

- Northport High School – Pat Lynch, Clare Roby
- East Northport Middle School – Linda Koch, Cathy Truisi
- Northport Middle School – Mary Giacomino, Karen Weideman
- Bellerose Avenue Elementary School – Kathie Scherer, Gloria Thompson
- Dickinson Avenue Elementary School – Jane Corcione, Linda Pitti
- Fifth Avenue Elementary School – Debbie Jones, Lori Kohan
- Norwood Avenue Elementary School – Kathy Kiley, Linda Garuccio
- Ocean Avenue Elementary School – Kathy Byrnes, Christine Rozmus
- Pulaski Road Elementary School – Janet Filippone, Patricia Gardner

31. Committee on Special Education

31.01 Appointing the following staff members as designees of the Northport-East Northport School District when initiating referrals to the Committee on Special Education during the 2013-2014 school year:

- Christina M. Pulaski, Director of Special Education
- Allyson Giaimo, District Chairperson for Special Education
- Karrie Kruger, District Chairperson for Special Education
- Michael Comiskey, School Psychologist
- Noreen Digiose, School Psychologist
- Elizabeth Dragone, School Psychologist
- Melanie Fisher, School Psychologist
- Erin Girardin, School Psychologist
- Kristen Karkota, School Psychologist
- Mary Christine Moser, School Psychologist
- Lisa Quartararo, School Psychologist
- Corinne Scheidt, School Psychologist
- Martha White, School Psychologist

31.02 Appointing the following staff members to serve as chairpersons for the Sub-Committees of the Committee on Special Education (SCSE) and 504 Committee meetings during the 2013-2014 school year:

Michael Comiskey, Noreen Digiose, Elizabeth Dragone, Melanie Fisher, Allyson Giaimo, Erin Girardin, Kristen Karkota, Karrie Kruger, Mary Christine Moser, Christina Pulaski, Lisa Quartararo, Corinne Scheidt, Martha White

31.03 Appointing the following staff members to serve as chairpersons for the Committee on Special Education (CSE) during the 2013-2014 school year:

Christina M. Pulaski, Allyson Giaimo, Karrie Kruger, Martha White

31.04 Appointing the following staff members to serve as chairpersons for the Committee on Preschool Special Education (CPSE) during the 2013-2014 school year:

Christina M. Pulaski, Allyson Giaimo, Karrie Kruger, Corinne Scheidt, Martha White

32. School Related Transportation

32.01 Authorizing the Superintendent of Schools to transport in her personal vehicle persons involved with the conduct of school business, e.g., students, staff, Board members, and community members

33. Mileage Reimbursement

33.01 Setting the prevailing IRS standard mileage rate as the mileage reimbursement rate

34. District Cell Phones

34.01 For Information: List of all district cell phones assigned to staff

36. Approving the following resolution:

"WHEREAS, Section 18 of the Public Officers Law of the State of New York authorizes municipal corporations, including boards of education, to adopt supplemental defense and indemnification provisions to those contained in the Education Law; and

WHEREAS, the statute authorizes boards of education to defend, indemnify and save harmless, members of boards of education and officers, agents and employees of boards of education; authorized parent volunteers; members of school-based planning and shared decision making committees; and members of the school district's audit committee, in connection with any claims, awards or judgments obtained against such board members, officers, agents or employees; authorized parent volunteers; members of school-based planning and shared decision making committees; and members of the district's audit committee in any State or Federal Court, in the amount of any judgment, award or settlement of any such claim, provided the act or omission from which such judgment, award or claim arose occurred while the board member, officer, agent or employee or authorized parent volunteer; member of a school-based planning and shared decision making committee; or member of the district's audit committee was acting within the scope of his or her office or employment or authorized volunteer duties;

BE IT RESOLVED, that the Board of Education of the Northport-East Northport Union Free School District hereby adopts the supplemental defense and indemnification provisions contained in Section 18 of the Public Officers Law for its Board members, officers, agents and employees; authorized parent volunteers; members of school-based planning and shared decision making committees; and members of the school district's audit committee. This coverage shall supplement and shall be in addition to the coverage available to such individuals under other enactments, including but not limited to the Education Law of the State of New York; and

BE IT FURTHER RESOLVED, that supplemental hereto and an additional requisite to the public office and employment, the Board hereby further extends the right to be defended and indemnified as provided in Public Officers Law § 18 to board members, school officers, agents and employees who are requested or are called to testify as a witness or to answer questions concerning their acts or omissions within the scope of their office, agency or employment before a grand jury, the Office of the District Attorney or other law enforcement official. Nothing herein contained shall be construed to authorize or require defense or indemnification to a board member, school officer, agent or employee who has been identified as a defendant in a pending criminal prosecution or where such individual, or the school district, has reason to believe that such individual is a target in a criminal investigation or prosecution by the Office of the District Attorney or other law enforcement entity"

Vote on Trustee Badanes' motion to approve all items under 9. through 36., excluding severed item 35.01 was unanimously carried.

Motion was made by Trustee Badanes, seconded by Trustee Topel, to approve item 35.01

35. Designation of Credit Card Processor

35.01 Designating Bank of America as the credit card processor for the Northport-East Northport Union Free School District

Trustee Badanes requested that the District research credit card processors and compare fees. Ms. Kathleen Molander, Assistant Superintendent for Business, stated that the District Treasurer has been looking into other companies for cheaper costs.

Vote on Trustee Badanes motion to approve item 35.01 was unanimously carried.

37. Motion was made by Trustee Maloney, seconded by Trustee Topel, to approve the following resolution:

WHEREAS, the New York State Senate has passed, and the New York State Governor has signed into effect, the Uniform Notice of Claim Act (hereinafter the "Act"); and

WHEREAS, Section 6 of the Act amends the General Municipal Law by adding a new Section 53, effective June 15, 2013; and

WHEREAS, New York General Municipal Law Section 53(2) requires that all public corporations, who are entitled to service of a Notice of Claim as a condition precedent to commencement of an action or proceeding shall file a Certificate with the Secretary of State designating the Secretary of State as agent for service of a Notice of Claim;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby directs and empowers the District Clerk to submit to the New York State Secretary of State a Certificate pursuant to General Municipal Law Section 53, designating the Secretary of State as agent for service of a Notice of Claim as described above; and

BE IT FURTHER RESOLVED, that the Board of Education hereby designates the District Clerk as the individual to whom the Secretary of State will forward any notices of claim; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the District Clerk to take any and all other actions required to carry out the provisions of this Resolution."

Unanimously carried.

At 7:26 p.m., the chair declared the Annual Reorganization Meeting adjourned.

Beth M. Nystrom
District Clerk

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