

GLEN COVE BOARD OF EDUCATION
Glen Cove, New York

ANNUAL REORGANIZATION MEETING
Thursday, July 10, 2014 – 7:30 PM

Robert M. Finley Middle School

1. **Opening Ceremony** - Pledge of Allegiance, Moment of Silence and Roll Call

2. **Oath of Office** - Administered to newly elected Board Members.

3. **Oath of Office** - Administered to Superintendent of Schools.

4. Appointment of Temporary Chairperson

5. Temporary Chairperson calls for nominations for President of the Board of Education.

Nomination: By:

6. Motion made to close nominations.

Nomination: By:

7. Temporary chairperson announces result of vote. Result:

8. Temporary chairperson asks for nominations for Vice President of the Board of Education.

Nomination: By:

9. Motion to close nominations.

Nomination: By:

10. Temporary chairperson announces result of vote: Result:

11. **Oath of Office** - Administered to President and Vice President.

12. Temporary chairperson requests successful candidates to assume duties of Office of President and Vice President of the Board.

13. Newly elected President extends welcome to all Board members. (Meeting now to be conducted by newly elected President.)

APPOINTMENT OF OFFICERS:

14. Appointment of Clerk and Deputy Clerk of the Board of Education:

Tab 1

Recommend the Board of Education appoint **Ida Johnson**, as District Clerk of the Board of Education and **Judy Smith** as Deputy Clerk.

15. Appointment of District Treasurer:

Recommend the Board of Education appoint **Amy Franklin** as District Treasurer for the **2014 – 2015** school year, at a salary of **\$12,500** and further, that she be bonded in the amount of **\$1,000,000**. The Board President advises that the District Treasurer should be authorized as the sole signatory on all checks issued by the Glen Cove School District.

16. Appointment of Deputy Treasurer:

Recommend the Board of Education appoint **Jackie Lizza** as Deputy Treasurer for the **2014 – 2015** school year, and further, that she be bonded in the amount of **\$1,000,000**. The Board President advises that the Deputy Treasurer and either the President of the Board of Education or the District Clerk, in the absence of the District Treasurer, be authorized as the signatory on all district checks issued by the Glen Cove School District.

17. Appointment of Internal Claims Auditor:

Recommend the Board of Education appoint **Vito Abbondandolo**, to the position of Claims Auditor for the **2014 – 2015** school year at an annual cost of **\$25,500**.

18. Oath of office administered to District Clerk, District Treasurer, Deputy Treasurer, and Internal Auditor.

OTHER APPOINTMENTS (Omnibus motion):

19. Appointment of Internal Auditor:

Recommend the Board of Education appoint **Cullen & Danowski, LLP** to the position of Internal Auditor for the **2014 – 2015** school year at an annual cost of **\$28,000**.

20. Appointment of School District Attorney:

Recommend the Board of Education appoint **Ingerman Smith** as General Counsel for the School District for the months of July and August 2014 at a rate of \$205 per hour for special and/or extraordinary legal services and Labor Counsel for the School District.

21. Appointment of Actuarial:

Recommend the Board of Education appoint **Chernoff Diamond & Col, LLC** to the position of GASB 45 Actuaries for the **2014 – 2015** school year at an annual cost of **\$8,500**.

22. Appointment of Fiscal Advisor:

Recommend the Board of Education appoint **Munistat Services Inc.** as the District Fiscal Advisor.

23. Appointment of Bond Counsel:

Recommend the Board of Education appoint **Hawkins Delafield & Wood LLP** as the District Bond Counsel.

24. Appointment of Medicaid Reimbursement Consultant:

Tab 2

Recommend the Board of Education appoint **Sivic Solutions Group, LLC (SSG)** as the District's Medicaid reimbursement consultant at a cost of **15% of retained revenues** for the **2014 – 2015** school year and authorize the Board President to sign such agreement.

25. Appointment of Purchasing Agent:

Recommend the Board of Education appoint **Victoria Galante**, the Assistant Superintendent for Business, as the Purchasing Agent for the **2014 – 2015** school year.

26. Appointment of Deputy Purchasing Agent:

Recommend the Board of Education appoint **Mary Ovile** as the Deputy Purchasing Agent for the **2014 – 2015** school year.

27. Appointment of Workers' Compensation Representative:

Recommend the Board of Education appoint **Wright Wrisk** as the Workers' Compensation representative for the **2014 – 2015** school year at an annual fee not to exceed **\$19,800**. Medical Bill review and Medicare secondary payer reporting to be in accordance with their contract.

28. Appointment of School Physicians, effective July 1, 2014:

Recommend the Board of Education appoint the following physicians as School Physicians for the **2014 – 2015** school year:

Medical Officer: Dr. Catherine Screnci

Dental Officer: Dr. Beverly Granger, \$1500 stipend

29. Appointment of Central Treasurer of the Extra Classroom Activity Fund:

Recommend the Board of Education appoint **Suzanne Rant (HS)** and **Donna Pascarelli (MS)** Treasurer of the Extra Classroom Activity Fund for the **2014 – 2015** school year and that they be included in the employees blanket bond.

30. Appointment to Certify Payroll:

Recommend the Board of Education designate **Maria Rianna**, Superintendent of Schools, to certify the payroll and further that the Assistant Superintendent for Business, **Victoria Galante**, will certify in her absence.

31. Appointment of Staff on an Interim Basis

Recommend the Board of Education authorize **Maria Rianna**, Superintendent of Schools, to employ individuals on an interim basis until such time as the Board of Education is able to act upon a formal recommendation for appointment. Such interim appointments shall be considered temporary in nature.

32. Appointment of Third Party Administrator for District 403B Plan:

Recommend the Board of Education appoint **The Omni Group** as the District's Third Party Administrator for the District's 403B Plan at a cost of **\$36.00 per participant** for the **2014 – 2015** school year.

33. Appointment of Asbestos Compliance Officer:

Recommend the Board of Education appoint **Victoria Galanet** as Asbestos Compliance Officer for the **2014 – 2015** school year.

34. Appointment of Title IX Compliance Officer:

Recommend the Board of Education appoint **Maria Rianna** as the Title IX Compliance Officer for the **2014 – 2015** school year.

35. Appointment of Section 504 Compliance Officer:

Recommend the Board of Education appoint **Mary Murphy** as the Section 504 Compliance Officer for the **2014 – 2015** school year.

36. Appointment of Records Access Officer and Fiscal Records Access Officer:

Recommend the Board of Education appoint **Ida Johnson, District Clerk**, as Records Access Officer and Fiscal Records Access Officer for the **2014 – 2015** school year.

37. Appointment of Records Public Information Services

Recommend the Board appoint SYNTAX to provide Public Information and Communication Services on a month-to-month basis in accordance with the provisions of the contract for engagement.

38. Appointment of Impartial Hearing Officers:

Tab 3

Recommend the Board of Education appoint Impartial Hearing Officers (see attached list) should the School District find a need to use an Impartial Hearing Officer (or Officers) during the **2014 – 2015** school year.

39. Appointment of CSE and CPSE Members, Surrogate Parents and Parent Advocates:

Tab 4

Recommend the Board of Education appoint the members to the CSE and CPSE for the **2014 – 2015** school year, as attached.

Recommend the Board of Education appoint the following person as Surrogate parents and Parent Advocates for the **2014 – 2015** school year.

- Dana DeLuca

DESIGNATIONS

40. Designation of Depositories:

Recommend the Board of Education designate the following as Banks of Deposit for the **2014 – 2015** school year:

BANK OF AMERICA

General Fund – Checking

CAPITAL ONE BANK

Workers Compensation
General Fund Checking
Payroll
Special Aid Fund
Trust & Agency

Bond Issue 2010 - 2011
Harry Schinder / Cicero Fund
Capital Project Checking
Lunch Fund Checking
General Fund – Money Market

41. Designation of Official Newspaper:

Recommend the Board of Education designate **The Record Pilot** and **Newsday** as official newspapers for legal advertising and notices for the Glen Cove School District and Newsday for emergency advertising during the **2014 – 2015** school year.

42. Board of Education Meetings:

Recommend the Board of Education schedule meetings on **Mondays** (unless otherwise noted below), at or about 7:30 PM at the **Middle School** (unless otherwise noted below), as follows:

July 28, 2014
August 25, 2014
September 15, 2014
September 29, 2014
October 6, 2014
October 20, 2014 – **GCHS**
November 3, 2014
November 17, 2014 – **Landing**
December 1, 2014
December 15, 2014 – **Connolly**
January 12, 2015
January 26, 2015 – **Deasy**

February 9, 2015
February 23, 2015 – **Gribbin**
March 9, 2015
March 23, 2015
TUESDAY, April 21, 2015 (Budget Adoption)
May 11, 2015 – Budget Hearing - **GCHS**
TUESDAY, May 19, 2015 – Budget Vote
& Certification – **GCHS**
June 1, 2015
June 15, 2015
June 29, 2015

AUTHORIZATIONS

43. Authorization for Approval of Budget Transfers:

Recommend the Board of Education authorize **Maria Rianna**, the Superintendent of Schools to approve budget transfers up to \$10,000, any budget transfer in excess of \$10,000 be approved by the Board of Education in accordance with Policy #5330.

44. Approval to Apply for Federal and State Grants:

Recommend the Board of Education, through its Administrative Officer, be authorized to apply for any and all Federal and State grants that are deemed appropriate.

45. Mileage Allowance Rate:

Recommend the Board of Education authorize the mileage allowance rate for authorized travel for the School District to be the current IRS allowable rate for the **2014 – 2015** school year.

46. Authorization for Petty Cash Fund:

Recommend the Board of Education establish the following petty cash funds and that the person indicated be designated as the custodian of it for their location:

Glen Cove High School	Principal	\$100
Athletic Director	Denise Kiernan	\$50
Robert M. Finley Middle School	Nelson Iocolano	\$100
Connolly Elementary School	Rosemarie Sekelsky	\$100
Landing Elementary School	Dimitri Kryoneris	\$100
Gribbin Elementary School	Francine Santoro	\$100
Deasy Elementary School	Nomi Rosen	\$100
Business Office	Victoria Galante	\$100

47. Release Payment of Funds:

Recommend the Board of Education grant the Superintendent of Schools the authority, when necessary, to release payment of funds, not to exceed \$1,000 before formal approval by the Board of Education for the **2014 – 2015** school year.

48. Authorization for Delegation of Investments:

Recommend the Board of Education authorize **Maria Rianna**, Superintendent of Schools, and/or **Victoria Galante**, the Assistant Superintendent for Business, to execute in the name of the Board of Education any and all documents relating to the investment program in a timely manner as well as to utilize reputable consultants regarding investment decisions when necessary, so long as no fee is involved. In the absence of Maria Rianna and Victoria Galante, the District Treasurer is authorized to execute investment documents in the name of the Board of Education. A monthly progress report of investments will be given to the Board of Education.

49. Re-adoption of Investment Policy:

Recommend the Board of Education of the Glen Cove School District re-adopt the current Investment Policy.

50. Re-adoption of Policies and Code of Ethics:

Recommend the Board of Education re-adopt all policies and code of ethics in effect the previous year, as well as any policy approved after **July 1, 2014**.

51. Conferences, Conventions, and Workshops:

Recommend the Board authorize the Superintendent of Schools to take action on administrative, teacher and other staff requests to attend conferences, conventions and workshops within the limit of the **2014 – 2015** budget appropriations and in accordance with Board Policy (General Municipal Law 77-b).

52. Attendance Periods:

Recommend the Board adopt the following resolution regarding the elimination of religious holidays in counting the best attendance periods for state aid (Commissioner's Regulations 175.40):

WHEREAS, through action of the New York State Legislature and of the Governor of the State of New York, a Board of Education may decide to eliminate religious holidays in counting the best attendance periods for state aid,

THEREFORE, BE IT RESOLVED, that each of the religious holidays designated by the Commissioner of Education during the school year **2014 – 2015** on which school may be held be eliminated from the **2014 – 2015** state aid attendance worksheet, if it is in the best interest of the District.

53. Surety Bonds:

Recommend the Board authorize preparation of surety bonds for the Assistant Superintendent for Business, School District Treasurer and Deputy Treasurer in the amount of Two Million dollars each (Education Law, Section 2130).

54. Continuation of Agreement for Collection of Taxes:

Recommend the Board of Education approve the continuation of agreement between the Board of Education and the City of Glen Cove for the collection of taxes on real estate for the **2014 – 2015** school year as levied by the Board of Education for school district purposes.

55. Issuance of Tax Warrant:

Tab 5

Recommend the Board of Education approve the confirming of the school tax list and issuance of the school tax warrant, and the continuance of agreement with the City of Glen Cove for the collection of taxes on real estate for the school year **2014 – 2015** as levied by the Board of Education for School District purposes. (see attached)

56. Designation for Participation in the National School Lunch / School Breakfast / Special Milk Programs:

Recommend the Board of Education delegate to the Superintendent of Schools the authority to act as its agent in the participation of the National School Lunch / School Breakfast / Special Milk Programs and to sign all contracts and agreements associated with said participation.

57. Approval of Participation in Long Island School Nutrition Cooperative

Tab 6

Recommend the Board of Education approve the participation of the district in the Long Island School Cooperative Bid **2014 – 2015** school year.

58. Approval of School Lunch Program Prices:

Tab 7

Recommend the Board of Education approve the prices for the School Lunch Program for the **2014 – 2015** school year as attached.

59. Approval for Insurance Policy Coverage:

Recommend the Board of Education approve **NYSIR** for insurance policy coverage in the amount of \$337,364.

60. Approval of Student Accident Insurance:

Recommend the Board of Education approve Fitzharris Agency Inc. as Insurance Agent for student accident insurance in the amount of \$29,899.

61. Adoption of Coverage Provided by Section 18 of Public Officers Law:

Recommend the Board of Education adopt the coverage provided by Section 18 of the Public Officers Law of the State of New York for its employees, as defined by that statute. The adoption of this resolution is intended to provide benefits which shall supplement and be available in addition to, defense or indemnification protection conferred by virtue of other enactments, statutory provisions, previous actions of this Board or other sources. The Superintendent of Schools or his designee shall take such action as may be necessary to obtain insurance protection against such potential liability to the district as may arise as a result of the adoption of this resolution.

62. Approval of Substitute Teacher Salary Schedule:

Tab 8

Recommend the Board of Education approve the substitute salary schedule for the **2014 – 2015** school year as per the attached.

ESTABLISHMENT OF COMMITTEES

63. Committees:

Recommend the Board establish the following committees for the **2014 – 2015** school year and appoint members:

BOARD COMMITTEE	MEMBERS
Audit Committee [required]	
Facilities Committee [required]	
Policy Committee	
Technology Committee	

64. Adjournment

Recommend the Board of Education adjourn the Annual Reorganization Meeting.