

**MEETING OF THE GREAT NECK, N. Y., BOARD OF EDUCATION  
THURSDAY, JULY 5, 2018  
PHIPPS ADMINISTRATION BUILDING BOARD ROOM  
5:30\*/8:00 P.M.\*\***

\*AT 5:30 P.M.: The **Board of Education** will officially begin its public meeting by accepting and voting on a motion to go into EXECUTIVE SESSION to discuss items appropriate for executive session pursuant to the Open Meetings Law. If no such motion is adopted, the Board will declare a recess.

\*\*AT 8:00 P.M.: The **Board of Education** will resume its PUBLIC MEETING to act on agenda items necessary for the conduct of its business.

**Pledge of Allegiance**

**1. REORGANIZATION OF THE BOARD**

- a. Election of Temporary Chairperson
- b. Appointment of Temporary District Clerk
- c. Swearing in of Newly Elected Board Member(s) – Barbara Berkowitz and Donald L. Ashkenase
- d. Election and Swearing in of Board President
- e. Election and Swearing in of Board Vice President
- f. Swearing in of Superintendent of Schools
- g. Appointment and Swearing in of District Clerk, Jacqueline Lizza
- h. Appointment and Swearing in of District Treasurer, Carol A. Blach

**2. ORGANIZATIONAL MATTERS OF THE BOARD**

- a. Designation of Banks as Depositories
- b. Budget Transfers
- c. Resolution for Wire Transfers, Investments and Collateral Agreements
- d. Appointment of District Treasurer
- e. Resolution for Indemnification and Legal Defense
- f. Petty Cash Funds
- g. Appointment of Legal Counsel as Independent Contractor for 2018-2019
- h. Appointment of Bond Counsel as Independent Contractor for 2018-2019
- i. Appointment of Actuarial as Independent Contractor for 2018-2019
- j. Appointment of Financial Advisors as Independent Contractor for 2018-2019
- k. Appointment of Financial Statements Preparation as Independent Contractor for 2018-2019
- l. Appointment of NYSIR Insurance Carrier as Independent Contractor for 2018-2019
- m. Appointment of Crime Bond Insurance Carrier for 2018-2019
- n. Appointment of School Physicians as Independent Contractors for 2018-2019
- o. District Election
- p. Publication of Legal Notices or Other Special Notices
- q. Signature Plate
- r. Appointment of District Clerk
- s. Appointment of Claims Auditor
- t. Appointment of External Auditor
- u. Appointment of Internal Auditor
- v. Appointment of Records Management Officer
- w. Appointment of Registrar
- x. Appointment of District Student Registrar
- y. Appointment of District Architects and Engineers
- z. Appointment of Officers for the 2018-2019 School Year
- aa. Re-Adoption of All Policies and Code of Ethics in Effect During the Previous Year

**3. APPROVAL OF MINUTES**

- a. June 18, 2018
- b. June 19, 2018

- 4. OPEN TIME** (The purpose of "Open Time" is to permit any person in the audience to address the Board of Education on any question concerning the school district, whether or not the question appears on the printed agenda. Generally, up to three minutes will be granted to each speaker.)

5. **BOARD/ADMINISTRATIVE AFFAIRS**

- a. Superintendent's Report
- b. Policy on Controlled Substance and Alcohol Testing – First Reading
- c. Policy on School Safety Teams and Plans – Third Reading
- d. Policy on Substance Abuse – Third Reading
- e. Policy on Staff Substance Abuse – Third Reading
- f. Resolution Setting Forth the Sum of Money to be Raised by Taxation for School & Library Purposes – 2018-2019
- g. Reporting Resolution for District Clerk and District Treasurer
- h. Great Neck Library Transmittal Contract
- i. State Environmental Quality Review Act (SEQRA) Declaration
- j. Establishment of Standard Work Day
- k. Great Neck Public Schools Professional Development Plan 2018-2019
- l. Appointment of School Psychology Interns
- m. Appointment of Psychology Student Observer
- n. Teacher(s) of Student(s) with Speech Language Disabilities – Student Teachers
- o. Maintenance & Upkeep of Fitness Center Equipment
- p. Athletic Trainer Services
- q. Laundry Services
- r. Excess of Used Copiers
- s. Resolution on Overnight Trips for Students
- t. E.M. Baker School – Window Replacement – Change Order #1
- u. Central Print Shop Associate
- v. Resolution for Participation in the Cooperative Bid Coordinated by the Long Island School Nutrition Directors Association
- w. Donation – Buddy Bench – Baker School

6. **FINANCE & OPERATIONS**

- a. Bids and Contracts
  - (1) Bid – Cafeteria/Kitchen Equipment Repair Services
  - (2) Bid – General Air Conditioning, Ventilation & Refrigeration Repairs and Services
  - (3) Bid – Dishwashing/Cleaning Supply
  - (4) Bid – Beverage
  - (5) Bid – Bread
  - (6) Bid – Grocery
  - (7) Bid – Frozen
  - (8) Bid – Dairy
  - (9) Bid – Meat
  - (10) Bid – Ice Cream
  - (11) Bid – Snack
  - (12) Bid – Cafeteria Paper and Cleaning Supplies
  - (13) Bid – Processing of Government Donated Foods
  - (14) Contract – Konica Minolta Copiers
  - (15) Contract – Pupil Transportation 2018 Summer Enrichment and Recreation – Revision to June 18, 2018 Agenda
  - (16) Contract – Maintenance
  - (17) Contract – Related Services – District of Location
  - (18) Contract – Tuition Addendum
  - (19) Contract – Resource and Related Services
  - (20) Contract – Outside Service Agreement Addendum
  - (21) Contracts – Tuition
  - (22) Contract Extension – Fluid Milk
  - (23) Contract Extension – Pupil Transportation – Cooperative Extension – 2018 Summer Contracts  
(Revision to June 18, 2018 Agenda)
  - (24) Contract Extension – Pupil Transportation – 2018-2019 School Year
  - (25) Contract Extension – Actuarial Services for Workers' Compensation
  - (26) Contract Extensions – Pupil Transportation – In-District, Pre-Kindergarten, Interscholastic and Educational Trip  
Programs – 2018-2019 School Year
  - (27) Contract Extensions – Pupil Transportation – Northwest Nassau Transportation Cooperative, Nassau BOCES  
Transportation Cooperative – 2018-2019 School Year
- b. Outside Service Agreements
- c. Payment of Fees to Counsel

7. **STUDENT MATTERS**

- a. Committee on Special Education Recommendations
  - (1) School Year: 2017-18
  - (2) School Year: 2018-19
- b. Committee on Preschool Special Education Recommendations
  - (1) School Year: 2017-18
  - (2) School Year: 2018-19

8. **PERSONNEL MATTERS\***

**I. Certificated Employees**

- Appointment(s)
- Change(s) in Salary/Payment/Status
- Retirement(s)
- Resignation(s)
- Termination(s)
- Leave(s)
- Other

**II. Non-Certificated Employees**

- Appointment(s)
- Change(s) in Salary/Payment/Status
- Retirement(s)
- Resignation(s)
- Termination(s)
- Leave(s)
- Other

9. **BOARD DISCUSSION** – NO ACTION TO BE TAKEN

**NEXT MEETING:**

Tuesday, August 28, 2018 -	Limited Public Action Meeting – Phipps Board Room – 8:00 p.m.
Thursday, September 20, 2018 -	Public Action Meeting – 8:30 p.m. – South High School
Monday, October 15, 2018 -	UPTC/PTA Presidents Meeting – 6:00 p.m. – Phipps Board Room
Thursday, October 18, 2018 -	Public Action Meeting – 8:30 p.m. – J.F. Kennedy School

\*Some items may be appropriate for Executive Session.

July 5, 2018

**REORGANIZATION OF THE BOARD**

- a. **Election of Temporary Chairperson**
- b. **Appointment of Temporary District Clerk**
- c. **Swearing in of Reelected Board Member(s)**
- d. **Election and Swearing in of Board President**
- e. **Election and Swearing in of Board Vice President**
- f. **Swearing in of Superintendent of Schools**
- g. **Appointment and Swearing in of District Clerk**
- h. **Appointment and Swearing in of District Treasurer**

**BOARD OF EDUCATION  
GREAT NECK UNION FREE SCHOOL DISTRICT**

July 5, 2018

**ORGANIZATIONAL MATTERS**

The following are offered for the approval of the Board of Education:

- a. **DESIGNATION OF BANKS AS DEPOSITORIES** for the school year 2018-2019 as follows:
 

JP Morgan Chase Bank	Capital One Bank
JP Morgan Securities	Valley National Bank
New York Liquid Asset Fund (NYLAF)	
- b. **BUDGET TRANSFERS:** The Superintendent of Schools or the Assistant Superintendent for Business, in accordance with Budget Transfers Policy #6150 (attached), is authorized to make transfers, reclassifications, or adjusting entries in the General Fund and Capital Fund budget codes.
- c. **RESOLUTION FOR WIRE TRANSFERS, INVESTMENTS AND COLLATERAL AGREEMENTS:** John T. Powell, Assistant Superintendent for Business; Jacqueline Lizza, District Clerk; Jason Martin, Coordinator Info Systems Business; and Michele Domanick, Confidential Principal Typist Clerk are hereby authorized on behalf of the School District to request wiring of funds from Great Neck accounts to accounts of payees designated in instructions to the Bank either by telephone, via on-line banking, facsimile or in writing; and/or to make investments in accordance with Investment Policy #6240 (attached); and to enter into third party collateral agreements.
- d. **APPOINTMENT OF DISTRICT TREASURER:** Appointment of Carol Blach for the 2018-2019 school year at an annual rate of \$8,606.
- e. **RESOLUTION FOR INDEMNIFICATION AND LEGAL DEFENSE:** See attached resolution.
- f. **PETTY CASH FUNDS** in the amount of \$100 each for the locations indicated in the fiscal year 2018-2019:
 

Administration Building	Lakeville School	SEAL
Clover Drive –Adult Learning	North High School	South High School
Clover Drive - PPS	North Middle School	South Middle School
Cumberland – Community Ed	Office of Phys Ed & Rec	Summer Rec Program
EM Baker School	Parkville School	Village School
JF Kennedy School	Saddle Rock School	
- g. **APPOINTMENT OF LEGAL COUNSEL AS INDEPENDENT CONTRACTOR FOR 2018-2019:** Frazer & Feldman, effective July 1, 2018, with compensation to be based on an hourly rate of \$215 per hour for attorneys and \$100 for legal assistants/paralegals plus an annual retainer of \$31,500.
- h. **APPOINTMENT OF BOND COUNSEL AS INDEPENDENT CONTRACTOR FOR 2018-2019:** Hawkins Delafield & Wood LLP, effective July 1, 2018, with fees determined on an as needed basis.
- i. **APPOINTMENT OF ACTUARIAL AS INDEPENDENT CONTRACTOR FOR 2018-2019:** Aquarius Capital to the position of GASB 45 Actuaries, effective July 1, 2018, at an annual rate of \$1,500.

- j. **APPOINTMENT OF FINANCIAL ADVISORS AS INDEPENDENT CONTRACTOR FOR 2018-2019:** Capital Markets Advisors, LLC, effective July 1, 2018, with fees determined on an as needed basis.
- k. **APPOINTMENT OF FINANCIAL STATEMENTS PREPARATION AS INDEPENDENT CONTRACTOR FOR 2018-2019:** Albrecht, Viggiano, Zurek & Company, PC, effective July 1, 2018, at an annual rate of \$13,500.
- l. **APPOINTMENT OF NYSIR INSURANCE CARRIER AS INDEPENDENT CONTRACTOR FOR 2018-2019:** New York Schools Insurance Reciprocal, effective July 1, 2018, at an annual cost of \$862,079.
- m. **APPOINTMENT OF CRIME BOND INSURANCE CARRIER FOR 2018-2019:** Northern Insuring Agency, Inc, effective July 1, 2018 at an annual cost of \$6,682.
- n. **APPOINTMENT OF SCHOOL PHYSICIANS AS INDEPENDENT CONTRACTORS FOR 2018-2019:** Dr. Jack Levine, Medical Director, at a rate of \$49,249.64; Dr. Maxine Fried at a rate \$34,754.19; and Dr. George Kovacs at a rate \$33,437.69. Additional compensation of \$1,000 (4 games @ \$250 per game) per physician for away football games when needed.
- o. **DISTRICT ELECTION:** The Budget Hearing and the Special Meeting for Adoption of the Budget to be held on April 16, 2019, at 8:00 p.m.; and the Annual District Meeting to be held on May 21, 2019 from 7 a.m. to 10 p.m. at E. M. Baker School, Lakeville School, South High School and Saddle Rock School.
- p. **PUBLICATION OF LEGAL NOTICES OR OTHER SPECIAL NOTICES:** May be published as required by law in THE GREAT NECK RECORD, THE GREAT NECK NEWS, THE NEW YORK TIMES or NEWSDAY, any or all of which are named official newspapers for the school district for the 2018-2019 school year.
- q. **SIGNATURE PLATE:** The following signature plates be hereby authorized for use on all checks in payment of purchases, on payroll checks in payment of amounts due employees of this school district, etc., in the general transaction of this school district's business:

**Carol Blach and Jacqueline Lizza**

- r. **APPOINTMENT OF DISTRICT CLERK:** Appointment of Jacqueline Lizza, for the 2018-2019 school year.
- s. **APPOINTMENT OF CLAIMS AUDITOR:** Appointment of R. S. Abrams & Co., LLP for the 2018-2019 school year at an annual rate of \$40,800.
- t. **APPOINTMENT OF EXTERNAL AUDITOR:** Appointment of Cullen & Danowski, LLP for the 2018-2019 school year at an annual rate of \$56,600.
- u. **APPOINTMENT OF INTERNAL AUDITOR:** Appointment of Nawrocki Smith, LLP for the 2018-2019 school year at an annual rate of \$38,020.
- v. **APPOINTMENT OF RECORDS MANAGEMENT OFFICER:** Appointment of Kathleen Koslow for the 2018-2019 school year at an annual rate of \$7,109.
- w. **APPOINTMENT OF REGISTRAR:** Jacqueline Lizza and one other Great Neck resident (TBD) to be used as needed during the 2018-2019 school year.
- x. **APPOINTMENT OF DISTRICT STUDENT REGISTRAR:** Catherine Davidson to supervise the keeping of the register of attendance, in accordance with 8NYCRR 104.1 (e-g) and 104.1(2)(ix) for the 2018-2019 school year.

- y. **APPOINTMENT OF DISTRICT ARCHITECTS AND ENGINEERS:** The following architectural and engineering firms will be used as needed for the 2018-2019 school year:

Burton Behrendt Smith  
Savin Engineers, P.C.

J. C. Broderick & Associates, Inc.

- z. **APPOINTMENT OF THE FOLLOWING OFFICERS FOR THE 2018-2019 SCHOOL YEAR:**

**DISTRICT ADA COMPLIANCE OFFICER:** Alfredo Cavallaro

**ASBESTOS DESIGNEE:** Alfredo Cavallaro

**TITLE 9 COMPLIANCE OFFICERS (for staff and students):** Jennifer F. Kirby & Stephen C. Lando

**PROPERTY CONTROL MANAGER:** John T. Powell

**PURCHASING OFFICER:** Jason Martin to make purchases on behalf of the school district in accordance with Purchasing Policy #6700 (attached). Jacqueline Lizza and Pennie Eng as Assistant Purchasing Agents as needed.

**CERTIFICATION OF PAYROLL:** John T. Powell

**WHISTLEBLOWER COMPLIANCE OFFICERS:** Jason Martin and David Zawatson

**DISTRICT FOIL APPEALS OFFICER:** Joseph Hickey

- aa. **RE-ADOPTION OF ALL POLICIES AND CODE OF ETHICS IN EFFECT DURING THE PREVIOUS YEAR:** Implied in Education Law 1709, 2503

## **BUDGET TRANSFERS**

Section 170.2 of the Regulations of the Commissioner of Education provides Boards of Education with the authority to make necessary budget transfers. Therefore, the Board of Education authorizes the Superintendent or the Assistant Superintendent for Business to make transfers, reclassifications, or adjusted entries in General and Capital Funds' budget codes.

Budget transfers will be made from available appropriations in other accounts, revenue in excess of the amount budgeted, and/or unappropriated fund balance.

A report will be presented to the Board of Education at the end of each quarter indicating the budget codes involved, a description of the codes, the amount of the transfers, and the reasons for the transfers.

*Great Neck Public Schools*

*Adopted: 1/09/06*

*Amended: 6/16/14*



## **INVESTMENT POLICY**

### **I. SCOPE**

This investment policy applies to all moneys and other financial resources available for investment on behalf of the Great Neck Union Free School District.

### **II. OBJECTIVES**

The primary objectives of the investment activities are:

- a. To conform with all applicable federal, state and other legal requirements;
- b. To adequately safeguard principal;
- c. To provide sufficient liquidity to meet all operating requirements; and
- d. To obtain a reasonable rate of return.

### **III. DELEGATION OF AUTHORITY**

The Board of Education's responsibility for administration of the investment program is delegated to the Treasurer who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on records incorporating description and amounts of investments, transaction dates, and other relevant information and regulate the activities of subordinate employees.

### **IV. PRUDENCE**

The Treasurer shall act responsibly as custodian of the public trust and shall avoid any transaction that might impair public confidence in the Great Neck Union Free School District.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudent discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as probable income to be derived.

All employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions

**V. DIVERSIFICATION**

It is the policy of the Great Neck Union Free School District to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

**VI. INTERNAL CONTROLS**

It is the policy of the Great Neck Union Free School District for all money collected by any officer or employee of the government to transfer those funds to the treasurer's office within two (2) days of receipt, or within the time period specified in law, whichever is shorter.

The Treasurer is responsible for establishing and maintaining an internal control structure to provide reasonable assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with the Board's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

**VII. DESIGNATION OF DEPOSITORIES**

The banks and trust companies authorized for the deposit of monies shall be approved by the Board of Education at the organizational meeting held in July each year, or by resolution thereafter.

**VIII. COLLATERALIZING OF DEPOSITS**

In accordance with the provisions of General Municipal Law, S10, all deposits of Great Neck Union Free School District including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

By a pledge of "eligible securities" with an aggregate "market value" as provided by GML S10, equal to the aggregate amount of deposits from the categories designated in Appendix A.

**IX. SAFEKEEPING AND COLLATERALIZATION**

Eligible securities used for collateralizing deposits shall be held by the depository and/or a third party bank or trust company subject to a security and custodial agreement.

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events which will enable the local government to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the local government, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Great Neck Union Free School District or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the District, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the District a perfected interest in the securities.

**X. PERMITTED INVESTMENTS**

As authorized by General Municipal Law, 11, the District authorizes the Treasurer to invest monies not required for immediate expenditure, for terms not to exceed its projected cash flow needs, in the following types of investments:

- a. Special time deposit accounts.
- b. Certificates of deposit in banks authorized to do business in New York State.
- c. Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United State of America.
- d. Obligations of the State of New York.

e. Obligations issued pursuant to LFL 24 or 25 (with approval of the State Comptroller) by any municipality, school district or district corporation other than the Great Neck Union Free School District.

f. Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general State statutes governing such entities or whose specific enabling legislation authorizes such investments.

All investment obligations shall be payable or redeemable at the option of the Great Neck Union Free School District within such times as the proceeds will be needed to meet expenditures for purposes for which the monies were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the Great Neck Union Free School District within two years of the date of purchase.

#### **XI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS**

The Great Neck Union Free School District shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments that can be made with each financial institution or dealer. All financial institutions with which the school district conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report Condition (Call Report) at the request of the Great Neck Union Free School District. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Treasurer is responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

#### **XII. PURCHASE OF INVESTMENTS**

The Treasurer is authorized to contract for the purchase of investments:

a. Directly, including through a repurchase agreement, from an authorized trading partner.

b. Cooperative investment agreements may be made with certain municipal corporations: any New York State county (outside New York City), city, town, village, BOCES, fire district, or school district, pursuant to New York State General Municipal Law Article 5-G.

c. Cooperative investment agreements, pursuant to New York State General Municipal Law Article 3-A, must address: the governing board of the cooperative, lead participant, proportional interest, the cooperative's investment policy, contributions and distributions, apportionment of administrative expenses and costs, methodology to determine participants' interest, determination of market value at least monthly, portfolio interest rate testing at least monthly, irrevocable letter of credit, professional services, contribution confirmations, monthly statements, notification of distribution deferrals or unanticipated losses or material adverse events, annual independent audit, annual information statements, annual investment reports, and governing board rating disclosure.

All purchased obligations, unless registered or inscribed in the name of the District, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Great Neck Union Free School District by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law 10.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the District, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the District a perfected interest in the securities.

### **XIII. REPURCHASE AGREEMENTS**

Repurchase agreements are authorized subject to the following restrictions:

- a. All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
- b. Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.
- c. Obligations shall be limited to obligations of the United States of America and obligations guaranteed by agencies of the United States of America.

- d. No substitution of securities will be allowed.
- e. The custodian shall be a third party other than the trading partner.

#### **XIV. ANNUAL BOARD OF EDUCATION REVIEW**

This policy shall be approved annually by the Board of Education at the annual reorganization meeting of the Great Neck Board of Education.

## APPENDIX A

**SCHEDULE OF ELIGIBLE SECURITIES FOR COLLATERAL**

- Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government sponsored corporation.
- Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of such State or obligations of any public benefit corporation, which under a specific State statute may be accepted as security for deposit of public monies.
- Obligations issued by states (other than the State of New York) of the United States rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
- Obligations of counties, cities and other governmental entities of a state other than the State of New York having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
- Commercial paper and bankers' acceptances issued by a bank, other than the Bank or trust company, or agent of and custodian for the District, rated in the highest short term category by at least one nationally recognized statistical rating organization and having maturities of not longer than 60 days from the date they are pledged.
- Zero coupon obligations of the United States government marketed as "Treasury strips."

*Great Neck Public Schools*

*Adopted: 8/9/93*

*Amended: 6/6/11; 6/4/18*

**July 5, 2018**

**INDEMNIFICATION AND LEGAL DEFENSE RESOLUTION**

Whereas, the Board of Education of the Great Neck U.F.S.D. wishes to protect the District, the members of the Board of Education and any school district officers in actions brought against them or in any action or proceeding including any district property or involving its rights or interests; and

Whereas, the Board of Education of the Great Neck U.F.S.D. wishes to protect its Superintendent, principals, members of the teaching or supervisory staff, member of a committee on special education or subcommittee thereof, surrogate parent, as defined in the regulations of the Commissioner of Education, any member of the Board of Education or non-instructional employee in any action or proceeding, other than a criminal prosecution or an action or proceeding brought against him/her by the District, including proceedings before the Commissioner of Education, arising out of the exercise of his/her powers or the performance of his/her duties; and

Whereas, the Board of Education of the Great Neck U.F.S.D. wishes to protect its members, employees, officers, authorized volunteers or any other person holding a position by election, appointment or employment in the service of the school district, whether or not compensated, in any civil action or proceeding, state or federal, arising out of any alleged act or omission which occurred or allegedly occurred while the employee was acting within the scope of his/her employment or duties with the District,

Be it resolved, that the benefits and protection afforded provided to §3811 of the Education Law, shall be available, subject to the procedural requirements set forth therein and,

Be it further resolved that the benefits and protections provided pursuant to §18 of the New York State Public Officers Law shall supplement and be available in addition to any defense or indemnification protection conferred by other statutes, rules or regulation, including but not limited to, the protections provided pursuant to Education Law §3811, §3023 and §3028, subject to the procedural requirements set forth therein.



## **PURCHASING**

The Board of Education views purchasing as serving the educational program by providing necessary supplies, equipment and related services. Purchasing will be centralized in the Business Office under the general supervision of the Purchasing Agent designated by resolution of the Board of Education at its Annual Organization Meeting.

It is the goal of the Board to purchase competitively, without prejudice or favoritism, and to seek the maximum educational value for every dollar expended. Competitive bids or quotations shall be solicited in connection with purchases pursuant to law. The General Municipal Law requires that purchase contracts for materials, equipment and supplies involving an estimated annual expenditure exceeding \$20,000 and public work contracts involving an expenditure of more than \$35,000 will be awarded only after responsible bids have been received in response to a public advertisement soliciting formal bids. Purchases of the same commodity cannot be artificially divided for the purpose of avoiding the threshold. Similar procurements to be made in a fiscal year will be grouped together for the purpose of determining whether a particular item must be bid. When permitted or encouraged by State law, requests for proposal may be used in lieu of bidding.

In accordance with Chapter 377 of the Laws of 2001, the District shall give a preference in the purchase of instructional materials to vendors who agree to provide materials in alternative formats. The term "alternative format" shall mean any medium or format for the presentation of instructional materials, other than a traditional print textbook, that is needed as an accommodation for a disabled student enrolled in the District, including but not limited to Braille, large print, open and closed captioned, audio, or an electronic file in a format compatible with alternative format conversion software that is appropriate to meet the needs of the individual student.

Goods and services which are not required by law to be procured by the District through competitive bidding will be procured in a manner so as to ensure the prudent and economical use of public monies, in the best interests of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption.

Such alternative procurement procedures may include:

1. purchases made through available BOCES contract or cooperative bid or by "piggybacking"\* onto contracts of the United States or agencies thereof or the federal General Services Administration (GSA), the New York State Office of General Services (OGS), departments or agencies of New York State, any New York State county, or any state or any county or political subdivision or district therein, whenever such purchases are in the best interests of the district or will result in cost savings to the district;

It is the district's responsibility to review each "piggybacking" contract corresponding to a proposed purchase, upon the advice of counsel as necessary, to determine whether the original contract does not conflict with state law or regulation, and meets the following requirements:

- a. The contract must have been let by the United States, or any agency thereof, any state, or any other political subdivision or district therein;
  - b. The contract must have been made available for use by other governmental entities; including New York State local governments;
  - c. The contract must have been let to the lowest responsible bidder or on the basis of best value, in a manner consistent with General Municipal Law §103. Those main elements are: (a) public solicitation of bids or offers; (b) secure or confidential bids or offers; (c) use of a common standard for bidders or offers to compete fairly; and (d) awarded to the lowest responsible bidder, or responsible offeror of best value, which optimizes quality, cost and efficiency.
2. purchases under governmental cooperatives that conform to New York State General Municipal Law section 103, including (but not limited to) National Joint Powers Alliance, National Intergovernmental Purchasing Alliance, U. S. Communities Government, Interflex, BidAdvantage and Purchasing Cooperative;
  3. articles manufactured in State correctional institutions; or
  4. from agencies for the blind and severely disabled;
  5. the use of the RFP process for such professional and technical services or other procurements that might, from time to time, be deemed appropriate.

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\*Piggybacking is defined as the use of an existing contract to acquire the same commodities or services at the same or lower price from another public entity contract.

The District's purchasing activity will strive to meet the following objectives:

1. To effectively supply all administrative units in the school system with needed materials, supplies, and contracted services;
2. To obtain materials, supplies and contracted services at the lowest prices possible consistent with the quality and standards needed as determined by the Purchasing Agent in cooperation with the requisitioning authority. The educational welfare of the students is the foremost consideration in making any purchase;
3. To ensure that all purchases fall within the framework of budgetary limitations and that they are consistent with the educational goals and programs of the District;
4. To maintain an appropriate and comprehensive accounting and reporting system to record and document all purchasing transactions; and
5. To ensure, through the use of proper internal controls, that loss and/or diversion of District property is prevented.

Opportunities shall be provided to all responsible suppliers to do business with the School District. Suppliers whose place of business is situated within the District may be given preferential consideration only when bids or quotations on an item or service are identical as to price, quality and other factors. Purchases will be made through available cooperative BOCES bids, State contracts of the Office of General Services, or county contracts whenever such purchases are in the best interests of the district. In addition, the District will make purchases from correctional institutions and agencies for the blind and severely disabled as provided by law.

The District will provide justification and documentation of any contract awarded to an offer or other than the lowest responsible dollar offer or, setting forth the reasons why such award is in the best interests of the District and otherwise furthers the purposes of section 104-b of the General Municipal Law. In accordance with General Municipal Law §103(1) such justification may include a contract awarded on the basis of best value, as defined by State Finance Law §163, instead of lowest bid.

The Purchasing Agent will not be required to secure alternative proposals or quotations for:

1. emergencies where time is a crucial factor;
2. procurements for which there is no possibility of competition (sole source items);
3. very small procurements when solicitations of competition would not be cost-effective.

**6700/4**

The Assistant Superintendent for Business, with the assistance of the Purchasing Agent, shall be responsible for the establishment and implementation of the procedures and standard forms for use in all purchasing and related activities in the District. Such procedures shall comply with all applicable laws and regulations of the State and the Commissioner of Education.

No Board member, officer or employee of the School District shall have an interest in any contract entered into by the Board or the District, as provided in Article 18 of the General Municipal Law.

The unintentional failure to fully comply with the provisions of section 104-b of the General Municipal Law or the District's policies regarding procurement will not be grounds to void action taken or give rise to a cause of action against the District or any officer or employee of the District.

***Great Neck Public Schools***

***Adopted: 08/06/92;***

***Amended: 11/03/03; 01/28/08; 06/16/08; 10/18/10; 03/11/13; 7/6/16; 5/8/17;  
6/4/18***

**BOARD/ADMINISTRATIVE AFFAIRS**

**July 5, 2018**

**SUPERINTENDENT'S REPORT**

**Dr. Teresa Prendergast  
Superintendent of Schools**

July 5, 2018

## **CONTROLLED SUBSTANCE AND ALCOHOL TESTING**

### **INFORMATION**

Attached for Board of Education consideration is a revised policy: ***Controlled Substance and Alcohol Testing (8414.5)***. This policy was first adopted in 1995, and the revision addresses changes to legislative requirements for alcohol and drug testing as it applies to school bus drivers and other employees who hold positions that are considered safety-sensitive. As a result, the policy has been retitled ***Alcohol and Drug Testing for School Bus Drivers and Other Safety-Sensitive Employees*** and has been substantially rewritten to define which employees shall be subject to testing and how testing may be conducted as well as the consequences for any violations of the policy. This revised policy and new accompanying regulation are being submitted for the first of three readings. No Board action will be taken at this time.

## **CONTROLLED SUBSTANCE AND ALCOHOL TESTING** **ALCOHOL AND DRUG TESTING FOR SCHOOL BUS** **DRIVERS AND OTHER SAFETY-SENSITIVE EMPLOYEES**

The U.S. Department of Transportation has issued regulations (49 CFR parts 40, 382, 391, 392 and 395) (the "Regulations") pursuant to the Omnibus Transportation Employee Testing Act of 1991 (P.L. 102-143) (the "Omnibus Act") which governs the use of drugs and alcohol by commercial motor vehicle drivers, and which also require all school districts to conduct mandatory drug and alcohol testing of covered drivers. The regulations require testing to begin on January 1, 1996.

I. It is the District's intention to comply fully with the Omnibus Act and DOT's regulations governing drug and alcohol use and testing, and the requirements of the DOT's regulations are hereby incorporated into this Policy. In the event DOT's regulations are amended, this Policy and the applicable term(s), condition(s) and/or requirement(s) of this Policy shall be deemed to have been amended automatically at that time, without the need for redrafting, in order to reflect and be consistent with DOT's regulations. In such case, the District reserves the right to apply the amended requirements immediately, and without giving prior notice to drivers and/or applicants, unless such notice is required by DOT or another applicable law. The District also intends to comply with the applicable requirements of the Drug Free Workplace Act of 1988, the Drug Free Schools and Communities Act, the Americans With Disabilities Act, the Family and Medical Leave Act, the Rehabilitation Act 504 and the New York State Human Rights Law.

II. Administration shall promulgate administrative regulations to implement this policy and comply with the Omnibus Act, the Regulations and other applicable laws and collective bargaining agreements.

III. Administration shall also develop Drug and Alcohol Testing Educational Material that complies with 49 CFR part 382, subpart F, for distribution to covered employees as required by the Regulations.

IV. Administration shall provide written notice to the bus drivers' bargaining unit of the adoption of this policy and of any administrative regulations hereunder, and of the availability of the Educational Materials required by the DOT.

The Board of Education recognizes the dangers inherent in alcohol and controlled substance use by those in safety-sensitive positions. To ensure the safety of its students, staff and property, the Board requires alcohol and controlled substance testing of certain district employees, mainly "drivers." A "driver" is defined as any person who operates a commercial motor vehicle. This includes, but is not limited to: full time, regularly employed drivers, casual, intermittent or occasional drivers, leased drivers and independent owner-operator contractors.

The District shall directly, by contract with a third party administrator, or through a consortium, implement and conduct a program to provide alcohol and controlled substance testing of employees who operate a commercial motor vehicle, perform in a safety-sensitive position, and are required to hold a commercial driver's license. Such employees include:

1. drivers of vehicles designed to transport 16 or more passengers, including the driver;
2. drivers of commercial motor vehicles whose manufacturer's rating is 26,001 lbs. or more; or
3. any other employee who may drive or service a listed vehicle (e.g. a mechanic who performs test drives, repairs, inspects, or loads or unloads a listed vehicle).

Controlled substance and alcohol tests will be conducted at the time of employment and randomly throughout the school year. In addition, testing shall be conducted when a supervisor has a reasonable suspicion that an employee has engaged in prohibited alcohol or controlled substance use, after an accident, prior to return to duty when the employee has been found to violate District policy and Federal regulations, and after the employee's return to duty.

If a driver has an alcohol concentration in violation of Federal Department of Transportation (DOT) regulations or has engaged in prohibited alcohol or controlled substance use, he or she will be removed from driving duties, and referred to a Substance Abuse Professional (SAP). The employee may be required to complete a treatment program. No driver who has abused alcohol and/or controlled substances may return to duty unless he/she has successfully passed a required return to duty test. Thereafter, the driver will be subject to follow-up testing.

In no case should any covered employee, found to have an alcohol concentration in violation of Federal regulations or found to have engaged in controlled substance use, be permitted to resume duties until a return to duty alcohol and controlled substance test be completed. Follow up testing will be required as determined by the SAP but at a minimum, the employee will be subject to six unannounced alcohol and controlled substance tests in the first 12 months following the employee's return to duties.

Any violation of this policy, administrative regulations or procedures, or applicable Federal and New York State laws by a covered employee shall be grounds for disciplinary action including, but not limited to fines, suspension or discharge in a manner consistent with District policy, collective bargaining agreements and applicable law.

***Great Neck Public Schools***

***Adopted: 11/27/95***

***Proposed Revision: 7/5/18***



**ALCOHOL AND DRUG TESTING FOR SCHOOL BUS  
DRIVERS AND OTHER SAFETY-SENSITIVE EMPLOYEES  
REGULATION**

Any employee who operates a commercial motor vehicle and is in a safety-sensitive function shall be subject to alcohol and controlled substance testing. An employee having any questions concerning the District's policy or regulation, New York State law or Federal regulations shall contact the Superintendent of Schools.

Any treatment, rehabilitation program or discipline will be provided in accordance with District policy and/or collective bargaining agreements.

Drivers will be removed from their safety-sensitive functions if they violate the District's policy or federal regulations pertaining to the possession or consumption of alcohol or controlled substances. A driver is performing a safety-sensitive function when:

1. waiting to be dispatched, unless the driver has been relieved from duty;
2. inspecting, servicing or conditioning any commercial motor vehicle;
3. driving a commercial motor vehicle;
4. attending a vehicle being loaded or unloaded;
5. performing the driver requirements of the federal regulations pertaining to accidents; and
6. attending to a disabled vehicle.

Covered employees are required to be in compliance with District policy and regulation:

- when performing any on-duty safety-sensitive functions, including all time from the time a driver begins to work or is required to be in readiness to work until the time the driver is relieved from work and all responsibility; and
- during all time spent providing a breath sample, saliva sample or urine specimen and travel time to and from the collection site in order to comply with random, reasonable suspicion, post-accident, return-to-duty or follow-up testing.

*Prohibitions and Consequences*

The Director of Transportation or designee shall prohibit an employee from driving a listed vehicle or performing other safety-sensitive duties if the employee:

1. possesses, consumes or is reasonably believed to possess or have consumed alcohol or a controlled substance, while on duty;
2. has consumed or is under the influence of alcohol or a controlled substance within six hours before duty;

## 8414.5-R/2

3. has an alcohol concentration of 0.02 or higher, or tests positive for controlled substances; or
4. refuses to take a required alcohol or controlled substance test. Refusal to submit shall mean the failure to provide adequate breath or urine without a valid medical explanation or to engage in conduct that clearly obstructs the testing process, such as a failure to arrive for the drug testing or failure to sign the alcohol testing form prior to specimen collection.

An employee is prohibited from consuming alcohol within eight hours after being involved in an accident, or before undergoing a post-accident test, if such a test is required. Illegal drug use by drivers is prohibited on or off duty.

Any employee who tests 0.02 or greater but less than 0.04 will be removed from driving and other safety-sensitive duties until the start of the driver's next regularly scheduled duty period, but not less than 24 hours following administration of the test.

In the event that an employee has a breath alcohol concentration of 0.04 or greater, has tested positive for a controlled substance or has refused to take a test, he or she will, in addition to immediate removal from driving and any other safety-related duties, not be returned to duty until he or she:

1. has been evaluated by a substance abuse professional;
2. has complied with any treatment recommendations; and
3. has received a satisfactory result from a return to duty test.

Upon return to duty, the employee will be subject to follow-up testing.

### *Types of Testing*

The Superintendent of Schools or designee and the Director of Transportation shall ensure that the following alcohol and drug tests are implemented and that any employee who is required to take an alcohol or controlled substance test shall be notified prior to the test that it is required pursuant to federal regulations or, in the case of pre-employment alcohol testing, District policy.

1. Pre-employment: Controlled substance and alcohol tests will be conducted before applicants are hired or after an offer to hire, but before actually performing safety-sensitive functions for the first time. These tests will also be given when employees transfer to a safety-sensitive function.

2. Post-accident: Alcohol and controlled substance tests will be conducted if a driver is involved in an accident in which:
  - a. there has been a fatality; OR
  - b. the driver has received a citation for a moving violation in connection with the accident AND EITHER
    1. there is an injury treated away from the scene of the accident; or
    2. there is a disabled vehicle towed from the scene
3. Reasonable Suspicion: Alcohol and controlled substance tests will be conducted if the Director of Transportation or other school official who has completed the minimum two hours of training has a reasonable suspicion that the driver has violated District policy and regulation. A “reasonable suspicion” must be based on specific, contemporaneous, articulable observations concerning the driver’s behavior, appearance, speech or body odors that are characteristic of controlled substance or alcohol misuse. Alcohol tests can only be done just before, during or just after the employee drives a listed vehicle or performs other safety-sensitive duties. The supervisor who makes the determination of reasonable suspicion cannot do the testing.
4. Random Testing: Random alcohol tests shall be conducted annually at a minimum rate of 25 percent of the average number of positions subject to such testing pursuant to federal regulation. Random alcohol tests must be conducted just before, during or just after the employee drives a listed vehicle or performs other safety-sensitive duties.

Random controlled substance tests shall be conducted annually at a minimum rate of 50 percent of the average number of positions subject to such testing pursuant to federal regulation. Random controlled substance tests may be conducted at any time.

Random alcohol and controlled substance tests must be unannounced and spread reasonably throughout the calendar year.

5. Return-to-Duty Testing: An employee who refused to take a test or has engaged in prohibited alcohol and controlled substance use, except for alcohol concentration of between 0.02 and 0.04, shall be required to take an alcohol or controlled substance test and achieve a satisfactory result before returning to duty in the safety-sensitive position. If removal was due to alcohol use, a satisfactory result will be less than 0.02 alcohol concentration. If removal was due to controlled substance use, a satisfactory result will be one that it is verified as negative. The test will not be administered until the employee has been evaluated by a substance abuse professional and has complied with any treatment recommendations.

6. Follow-Up Testing: After an employee who was found to violate the District's policy against alcohol and controlled substance use returns to duty, he or she will be subject to at least six unannounced tests in the first 12 months following the employee's return to duty. Follow-up testing may be extended for up to 60 months from the date of the employee's return to duty. Follow-up alcohol testing may only be conducted before, during or after the driver has performed his or her driving duties.

*Testing Procedures*

A. Alcohol Testing Procedures

Alcohol testing will be conducted with evidential breath testing (EBT) devices approved by the National Highway Traffic Safety Administration. An approved non-evidential screening device may be used to perform screening tests but not for confirmation alcohol tests. The employee and the Breath Alcohol Technician conducting the test must complete the alcohol testing form to ensure that the results are properly recorded.

1. Two breath tests are required to determine if a person has a prohibited alcohol concentration. A screening test is conducted first. Any result less than 0.02 alcohol concentration is considered a "negative" test.
2. If the alcohol concentration is 0.02 or greater, a second or confirmation test must be conducted. The confirmation test must be conducted using an EBT that prints out the results, date and time, a sequential test number, and the name and serial number of the EBT to ensure the reliability of the results.
3. If the confirmation test results indicate an alcohol concentration from 0.02 to 0.03999, the employee will be restricted from duty for at least 24 hours from the time of the test.
4. If the confirmation test results indicate an alcohol concentration equal to or greater than 0.04, the employee will be removed from all safety-sensitive duties and no return to duty will be permitted until the employee has successfully passed required return-to-duty tests. The employee must also be reviewed by a Substance Abuse Professional and comply with his/her recommendations. Follow-up tests will also be required.
5. For post-accident testing, the results of breath or blood tests conducted by law enforcement officials will be accepted as long as the testing conforms with federal and state requirements for alcohol testing and the results are made available to the District.

All testing procedures will conform to the requirements outlined in federal regulations (49 CFR Part 40) for ensuring the accuracy, reliability and confidentiality of test results. These procedures include training and proficiency requirements for Breath Alcohol Technicians, quality assurance plans for the EBT devices including calibration, requirements for suitable test location, and protection of employee test records

**B. Drug Testing Procedures**

The employee must provide a urine specimen which will be analyzed at a laboratory certified and monitored by the U.S. Dept. of Health and Human Services.

1. Regulations require that each urine specimen be divided into one "primary" specimen and one "split" specimen.
2. All urine specimens are analyzed for the following drugs:
  - a. Marijuana (THC metabolite)
  - b. Cocaine
  - c. Amphetamines
  - d. Opiates (including heroin)
  - e. Phencyclidine (PCP)
3. If the primary specimen confirms the presence of one or more of these drugs, the employee has 72 hours to request that the split specimen be sent to another certified lab for analysis. [Note: The employee must be removed from driving duties at this time--pursuant to federal regulations, the driver's removal cannot await the result of split sample.]
4. If the screening test has a drug-positive result, a confirmation test will then be performed for each identified drug using gas chromatography/mass spectrometry (GC/MS) analysis.
5. All drug test results will be reviewed and interpreted by a physician (also called a Medical Review Officer) before they are reported to the District.
6. If the laboratory reports a positive result to the Medical Review Officer (MRO), the MRO shall interview the employee to determine if there is an alternative medical explanation for the drugs found in the employee's urine specimen. If the employee provides appropriate documentation and the MRO determines that it is legitimate medical use of a prohibited drug, the drug test result is reported as negative.
7. If the MRO reports a positive drug result, the employee must be evaluated by a substance abuse professional and follow his/her recommendations prior to taking a return-to-duty test. Follow-up testing is also required.
8. For post-accident testing, the results of urine tests conducted by law enforcement officials will be accepted as long as the testing conforms with federal and state requirements for controlled substance testing and the results are made available to the District.

## 8414.5-R/6

All controlled substance testing shall comply with the requirements of the federal regulations (49 CFR Part 40) including procedures for the proper identification, security and custody of the sample, use of certified laboratories, gas chromatography/mass spectrometry analysis testing, assurance that all drug test results are reviewed and interpreted by a physician, and ensuring confidentiality of employee test records.

### *Dilute Specimen Testing*

If the District receives a drug test result which is negative but dilute and the creatinine concentration is greater than 5mg/dl, the District shall require a re-test to be conducted in each of the following cases:

- Pre-employment tests
- Return-to-duty tests
- Follow-up tests
- Reasonable suspicion tests
- Random tests

The result of the re-test shall become the test of record. If the employee refuses to take the re-test it will be considered the same as a positive test result.

### *Training*

The Director of Transportation and every other person designated to determine whether reasonable suspicion exists to require an employee to undergo reasonable suspicion testing must receive at least one hour of training on alcohol misuse and at least one additional hour of training on controlled substance use which they will use in making their determinations.

### *Recordkeeping and Reporting*

The Director of Transportation shall ensure that alcohol and drug testing records are maintained and are available, if requested, for submission to the federal government or any State or local officials with regulatory authority over the employer or any of its drivers.

### *Required Notification*

Every affected employee shall receive information about the signs, symptoms, and effects of alcohol misuse and controlled substance use as well as a copy of the District's policy and procedures, the consequences of testing positive and who to contact within the District to seek further information and/or assistance.

## **8414.5-R/7**

Each covered employee is required to sign a statement certifying that he/she has received this information. The District shall maintain the original signed certification until the employee's employment is discontinued. The District will provide a copy of the certification to the covered employee upon request.

### *Penalties*

Any employer or driver who violates the requirements of the federal regulations of the Omnibus Transportation Employee Testing Act of 1991 may be subject to civil penalties.

In addition, in accordance with New York State law, a driver convicted of driving a listed vehicle with one or more student passengers while impaired by the use of drugs or alcohol will have his/her license revoked for one year and is subject to fines ranging from \$500 to \$5,000 and/or imprisonment. Any driver convicted more than once in 10 years for such crimes will have his/her license revoked for three years and is subject to a fine of \$1,000 to \$5,000 and/or imprisonment.

***Great Neck Public Schools***

***Proposed: July 5, 2018***

July 5, 2018

## **SCHOOL SAFETY TEAMS AND PLANS**

### **INFORMATION**

Attached for Board of Education consideration is a revised policy: ***School Safety Teams and Plans (8130)***. The revision addresses changes to New York State Education Law §2801-a requiring that the Superintendent of Schools be designated the District's chief emergency officer as well as changes to the composition of the both the District-wide school safety team and the building-level safety teams which have been renamed building-level emergency response teams. At the Board's discretion, a student representative may be appointed to the District-wide school safety team, but no confidential information may be shared with the student member. In addition, building-level emergency response plans shall include protocols in response to carbon monoxide alarms or detection. There have been no changes since its second reading on 6/18/18, and this revised policy is being submitted for a third reading and possible adoption.



## **SCHOOL SAFETY TEAMS AND PLANS**

Emergencies and violent incidents in schools are critical issues that must be addressed in an expeditious and effective manner. The Board of Education recognizes its responsibility to adopt and keep current a comprehensive District-wide school safety plan and a building-level emergency response plan(s) for each school which that address violence prevention, crisis intervention, emergency response and management.

Taken together, the District-wide and building level plans shall provide a comprehensive approach to addressing school safety and violence prevention, and provide the structure by which all individuals can fully understand their roles and responsibilities for promoting the safety of the entire school community. The plans shall be designed to prevent or minimize the effects of ~~serious~~ violent incidents and emergencies and to facilitate the District's coordination with local and county resources. The plans shall also address risk reduction/prevention, response and recovery with respect to a variety of types of emergencies and violent incidents in District schools.

~~The Board of Education shall cooperate with appropriate state, county and town agencies in developing agreements for the use of school-owned facilities and vehicles during a disaster. The District is required to relinquish to the appropriate state or County agencies the control and use of school transportation vehicles and facilities in accordance with county emergency preparedness plans or directives.~~

~~The Superintendent of Schools, during a local or state emergency, shall act as the chief communication liaison for all buildings within the District.~~

The Superintendent of Schools or designee shall be the District's chief emergency officer and shall coordinate communication between Agency staff, law enforcement and first responders. The chief emergency officer shall inform all staff of the District-wide school safety plan and shall ensure that building-level emergency response plans are completed, reviewed annually and updated as necessary.

In accordance with New York State law and regulation, the District shall have the following safety teams and plans to deal with violence prevention, crisis intervention and emergency response and management:

### **Comprehensive District-wide School Safety Team and Plan**

The Board shall annually appoint a District-wide ~~school~~ safety team that includes, but is not limited to, a representative from the following constituencies: the Board, administrators, teachers, school-related parent organizations, ~~students, school~~ District safety personnel and other ~~school~~ District personnel. This team shall be responsible for the development and annual review of the comprehensive District-wide ~~school~~ safety plan. The plan shall cover all District school buildings and shall address violence prevention (taking into consideration a range of programs and approaches that are designed to create a positive school climate and culture), crisis intervention, emergency response and management including communication protocols, at the District level. It shall include all those elements required by New York State law and regulation.

The Board may also appoint a student representative to the District-wide school safety team. However, no confidential building-level emergency response plans shall be shared with the student member, nor shall the student member be present during discussion of any confidential building-level emergency response plans, or confidential portions of the District-wide emergency response strategy.

### **Building-level safety team and Emergency Response Team and Plans**

Each building principal (or for buildings without a principal, administrator) shall be responsible for annually developing a school safety building-level emergency response team that includes, where applicable, representation from teachers, administrators, school-related parent organizations, students, school District safety personnel, other school District personnel, law enforcement officials and local emergency response agencies. Each school safety emergency response team shall be responsible for the development and review of a building-level emergency response plan for their building. The plan(s) shall address communication, emergency response (including ensuring that local responders have access to floor plans, blueprints, and other appropriate maps of school District property and the immediate surrounding area), and evacuation at the building level and shall include all components required by law and regulation. These confidential plans shall include evacuation routes, shelter sites, medical needs, transportation and details regarding emergency notification to parent(s)/guardian(s).

The building level emergency response plan shall include protocols in response to carbon monoxide alarms or detection. Alarm or detection of carbon monoxide shall result in appropriate action in accordance with the emergency response plan.

Within each building, the school safety team Building-level emergency response plans shall designate:

- an emergency response team for incidents that includes appropriate school personnel and as needed, ~~local~~ law enforcement officials and representatives from local, regional and/or state emergency response agencies to assist the school community in responding to a ~~serious~~ violent incident or emergency; and
- a post-incident response team that includes appropriate school personnel and as needed, medical personnel, mental health counselors and other related personnel to assist the community in coping with the aftermath of a serious violent incident or emergency.

The building principal (or for buildings without a principal, administrator) shall be responsible for conducting at least one test every school year of the emergency response procedures under this plan.

To maintain security and in accordance with law, the building-level emergency response plan(s) shall be confidential and shall not be subject to disclosure under the Freedom of Information Law or any other law.

All plans shall be reviewed each year, and updated, if necessary, by the appropriate safety team.

The Superintendent of Schools shall be responsible for filing the District-level school safety plan and any amendments to the plan with the New York State Commissioner of Education within 30 days after their adoption. Each building principal shall be responsible for filing the building-level emergency response plan for his or her building and any amendments to the plan with the appropriate local law enforcement agency and the New York State police within 30 days after their adoption.

*Great Neck Public Schools*

*Adopted: 5/21/90*

*Amended: 9/16/13*

*Proposed Revision: 6/4/18; 6/18/18; 7/5/18*

July 5, 2018

## **SUBSTANCE ABUSE**

### **INFORMATION**

Attached for Board of Education consideration is a revised policy: ***Substance Abuse (5432)***. This policy, first adopted in 1986, predates the 2001 required adoption of the Code of Conduct (Policy 5300.30 Code of Conduct: Prohibited Student Conduct), and a review of the policy revealed that in its current form, much of its language regarding consequences for student substance abuse is duplicated in the Code of Conduct. Therefore, this revision refocuses the policy to primarily address student substance abuse education and prevention, and it has been retitled to reflect that change. There have been no changes since its second reading on 6/18/18, and this revised policy is being submitted for a third reading and possible adoption.

## **STUDENT SUBSTANCE ABUSE EDUCATION AND PREVENTION**

The Great Neck Public Schools District is are committed to supporting efforts and adhering to all legal requirements that relate to the prevention of the use/abuse of alcohol and tobacco, as well as controlled substances used in other than prescribed ways.

### ***State and Federal Compliance***

1. ~~It is the policy of the Great Neck School District to prohibit the dispensation, distribution, manufacture, possession and/or illegal use of any controlled substance by students in all school buildings, on school grounds, in school buses, or at any school sponsored function or activity.~~
2. ~~All members of the Great Neck School System, in implementing this policy, will follow current Federal and New York State laws, New York State Education Law, and the Regulations of the Commissioner of Education.~~
3. ~~As a matter of law, no employees of the Great Neck Public Schools have the privilege of confidentiality regarding information given to them by students.~~

### ***Implementation***

In an effort to accomplish this objective:

1. Classroom teachers and health teachers, in association with District social workers/drug counselors, ~~will~~ shall provide substance abuse preventativeon education.
2. ~~Substance abuse policy information will be disseminated to the school community through appropriate channels.~~
3. ~~2.~~ Students with identified as having a substance abuse problems ~~should~~ shall be referred to appropriate treatment agencies.
4. ~~Serious consequences for violation of this policy will be found within the District's~~  
**Code of Conduct**

Information regarding consequences for students found possessing, consuming, selling, distributing, manufacturing or exchanging alcoholic beverages or illegal substances\*, or synthetic versions thereof whether specifically illegal or not, or being under the influence of such substances on District property, at a District function, on a school bus, or when representing the school district are specified within the District's **Code of Conduct** (Policy 5300.30 Code of Conduct: Prohibited Student Conduct).

For a policy regarding staff, see ~~Drug-Free Workplace~~ (9320).

*Great Neck Public Schools*

*Adopted: 11/10/86*

*Amended: 8/3/87; 3/2/92; 12/5/05*

*Proposed Revision: 6/4/18; 6/18/18; 7/5/18*

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\* "Illegal substances" include, but are not limited to inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, opioids, steroids, look-alike drugs, and any substances commonly referred to as "designer drugs."

July 5, 2018

## **STAFF SUBSTANCE ABUSE**

### **INFORMATION**

Attached for Board of Education consideration is a new policy: **Staff Substance Abuse (9610)** and its accompanying regulation **(9610-R)**. This policy and regulation codify existing District practices with regard to staff substance abuse including the establishment of an Employee Assistance Program (EAP) and possible consequences should a staff member be found to have violated the policy. There have been no changes since its second reading on 6/18/18, and it is being submitted for a third reading and possible adoption.

## **STAFF SUBSTANCE ABUSE**

The Board of Education will not permit the illegal use, including possession, sale and/or manufacture, of alcohol or controlled substances by staff members, either in the workplace or at any time when the effects of such substance(s) may impair the performance of their duties.

No employee, except those pursuant to *Policy 8414.5 Alcohol and Drug Testing for School Bus Drivers and Other Safety-Sensitive Employees*, shall be subjected to urinalysis or other form of alcohol or controlled substance testing without reasonable suspicion of such use. Failure to submit to required alcohol or controlled substance testing based upon reasonable suspicion that the employee has violated District policy on alcohol and controlled substance use is grounds for disciplinary action up to and including dismissal.

With the support of District collective bargaining units, an Employee Assistance Program (EAP) shall be established to provide appropriate and confidential prevention, intervention, assessment, referral, support and follow-up services for District staff. Staff members shall be informed of such services and shall be encouraged to seek such help either voluntarily or in lieu of disciplinary action.

If an employee is found to have violated the terms of this policy, he or she may be required to participate in a substance abuse rehabilitation program and/or be subject to a range of penalties up to and including dismissal.

In general, the Board will not intervene unless the employee's personal problems adversely affect his or her job performance. However, drivers subject to the Omnibus Transportation Employee Testing Act of 1991 must be referred to a substance abuse counselor for evaluation and treatment if the employee has tested positive for controlled substances, received an alcohol concentration of 0.04 or greater, or refused to take a test.

In its effort to maintain a drug-free environment, the District shall cooperate to the fullest extent possible with local, New York State and/or Federal law enforcement agencies.

***Great Neck Public Schools***

***Proposed: 6/4/18; 6/18/18; 7/5/18***



## **STAFF SUBSTANCE ABUSE REGULATION**

In the event that District supervisory personnel determine that a staff member has a potential problem related to alcohol or other substance use/abuse which adversely affects his/her job performance, the following actions may be taken:

- Supervisory personnel shall attempt to compile information and/or document actions that have resulted in an unsatisfactory job performance that may be related to the employee's alcohol or other substance use/abuse, including any observable signs of alcohol or substance use/abuse.
- If the problem may adversely affect the employee's position, District supervisory personnel will schedule a meeting with the employee to discuss possible employment concerns. Written notification regarding reasons for the meeting will be given to the employee. The employee will be entitled to have representatives of their association present, and District supervisory personnel shall then review the information with the employee. The outcome of such a meeting may include a written reprimand.
- The employee may be subjected to breath analysis, urinalysis or other form of drug testing if there exists reasonable individualized suspicion that the employee is under the influence of alcohol and/or a controlled substance.
- The employee may be asked to cooperate with an Employee Assistance Program (EAP) representative.
- After exhausting the avenue of treatment and prevention, and if the problem still exists, the District may:
  - commence actions leading to termination;
  - commence legal action.

The procedures set forth in this regulation will be subject to New York State law, civil service law and regulations, as well as terms of negotiated agreements.

***Great Neck Public Schools***

***Proposed: 6/4/18; 6/18/18; 7/5/18***

July 5, 2018

**RESOLUTION SETTING FORTH THE SUM OF MONEY TO BE  
RAISED BY TAXATION FOR SCHOOL AND LIBRARY PURPOSES  
2018-2019**

**INFORMATION**

In accordance with the instructions submitted by the Nassau County Department of Assessment which establishes the assessed valuation for real property in the Great Neck Union Free School District, the Board of Education is obligated to approve the attached resolution setting forth the amount of tax money to be raised for school and library purposes. Certified copies of these resolutions are filed with the Nassau County Legislature and the Board of Assessors on or before August 15, 2018.

**RECOMMENDATION**

It is recommended that the Board of Education adopt the attached resolution which raises a total of \$239,338,153 for the 2018-2019 school year; \$229,845,028 for school purposes and \$9,493,125 for library purposes.

Nassau County Legislature  
1550 Franklin Avenue  
Mineola, New York 11501

Nassau County Department of Assessment  
Nassau County Office Building  
240 Old Country Road, 4<sup>th</sup> Floor  
Mineola, New York 11501

We the undersigned, Trustees of GREAT NECK UFSD (#7) in the Town of NORTH HEMPSTEAD, Nassau County, New York hereby certify as follows:

At a meeting of the Trustees of GREAT NECK UFSD (#7) held in the said School District on the 5th day of July, 2018, the following resolutions were duly adopted and have been entered on the records of the said School District.

RESOLVED, that the following budget (Gross Amount) of the necessary claims and expenditures in GREAT NECK UFSD (#7) in the Town of NORTH HEMPSTEAD School year 2018-19, amounting to

\$ 229,845,028 School Purpose

\$ 9,493,125 Library Purpose

Total \$ 239,338,153 be and the same is hereby accepted.

RESOLVED that the sum of \$ 229,845,028 School Purpose

\$ 9,493,125 Library Purpose

Total \$ 239,338,153 be the remainder of

budget adopted as above and the amount which must be RAISED BY TAXATION (NET AMOUNT) for GREAT NECK UFSD (#7) of the Town of NORTH HEMPSTEAD, Nassau County, New York for the year 2018-19 be levied upon the taxable property of the said school district as said property has been certified to by the Assessor for the school year 2018-19.

RESOLVED, that the District Clerk of this School District is hereby authorized and directed, pursuant to Section 6-20.0 and amendments thereto of the Nassau County Administrative Code, to file a certified copy of these resolutions with the Nassau County Legislature and the Department of Assessment, Mineola, New York, on or before August 15th, 2018.

Signature of Board Members:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attest: \_\_\_\_\_

Dated: July 5, 2018

Trustees \_\_\_\_\_

July 5, 2018

**REPORTING RESOLUTION FOR**  
**DISTRICT CLERK AND DISTRICT TREASURER**

**INFORMATION**

In accordance with Regulations 315.4 which requires districts to report standard work days for elected and appointed officials, both our District Clerk and District Treasurer will be appointed this evening at the District's reorganizational meeting. Both of these appointed officials are also full-time employees of the District working in other civil service titles. As a result, they are already members of the Employees' Retirement System (ERS) who are credited with a full year of service for each year worked. The regulation also requires that this resolution must be posted for 30 days on the District's website.

**RECOMMENDATION**

It is recommended that the Board of Education adopt the following resolution:

**BE IT RESOLVED** that the Great Neck UFSD hereby establishes the standard work day for the District Clerk and District Treasurer as seven (7) hours and that they participate in the District's Time Keeping System as indicated on the attached.

**BE IT FURTHER RESOLVED** that this resolution will be posted on the District's website for a period of 30 days, and the District Clerk will forward same, as well as an affidavit of the posting, to the Office of the State Comptroller.



Office of the New York State Comptroller  
New York State and Local Retirement System  
Employees' Retirement System  
Police and Fire Retirement System  
110 State Street, Albany, New York 12244-0001

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

RS 2417-A  
(Rev. 8/15)

BE IT RESOLVED, that the \_\_\_\_\_ / \_\_\_\_\_ hereby establishes the following standard work days for these titles and  
(Name of Employer) (Location Code)

will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy- mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>								
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
<b>Appointed Officials</b>								
District Clerk	7	Jacqueline Lizza	4886	41303249	<input type="checkbox"/>	7/01/18 - 6/30/19	N/A	<input type="checkbox"/>
District Treasurer	7	Carol Blach	3720	42558908	<input type="checkbox"/>	7/01/18 - 6/30/19	N/A	<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>

## SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

I, \_\_\_\_\_, Jacqueline Lizza, secretary/clerk of the governing board of the \_\_\_\_\_, of the State of New York,  
(Name of secretary or clerk) (Circle one) (Name of Employer)

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the \_\_\_\_\_ 5th day of \_\_\_\_\_, 2018, on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 2018.  
(Signature of the secretary or clerk) (Name of Employer)

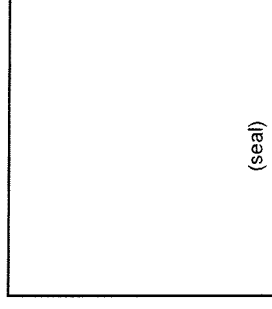
**Affidavit of Posting:** I, \_\_\_\_\_, Jacqueline Lizza, being duly sworn, deposes and says that the posting of the  
(Name of secretary or clerk)

Resolution began on \_\_\_\_\_ 07/05/2018 \_\_\_\_\_ and continued for at least 30 days. That the Resolution was available to the public on the  
(Date)

☒ Employer's website at [www.greatneck.k12.ny.us](http://www.greatneck.k12.ny.us)

☐ Official sign board at \_\_\_\_\_

☐ Main entrance secretary or clerk's office at \_\_\_\_\_



July 5, 2018

**GREAT NECK LIBRARY TRANSMITTAL CONTRACT**

**INFORMATION**

In May 2018 District voters authorized the District to collect \$9,493,125 in taxes for the Great Neck Library. This money is received by the District along with the District's tax revenue.

**RECOMMENDATION**

It is recommended that the Board of Education authorize the President of the Board of Education to sign the contract (3 copies) which permits the District to transfer Library Tax money directly to the U.S. Bank National Association; the designated Trustee for the Great Neck Library as per the Tax Pledge and Collection Agreement that began in December 2014 and continues for the 2018-2019 school year beginning on July 1, 2018.

July 5, 2018

**STATE ENVIRONMENTAL QUALITY REVIEW ACT**  
**(SEQRA) DECLARATION**

**INFORMATION**

In compliance with Section 155.9 of the New York State Commissioner's Regulations, the Great Neck School District is to be the lead agency for all 2018-2019 capital and building condition project construction for the purposes of SEQRA.

JC Broderick & Associates, Inc., a Board approved environmental consulting firm has reviewed each project by the District and has determined that those projects listed on pages 113 through 115 of the 2018-2019 budget book, all of which involve new construction and reconstruction and replacement to existing facilities, will have no significant impact on the environment and are consequently classified as Type II actions.

Pursuant to 8NYCRR 155.5 and 6NYCRR 617 and the project descriptions contained in the budget book, this declaration concludes the SEQRA process with this Board of Education vote.

**RECOMMENDATION**

It is recommended that the Board declare itself the lead agency in compliance with Section 155.9 of the New York State Commissioner's Regulations and accept and approve the determination that no significant impact on the environment will result from these works.

July 5, 2018

## **ESTABLISHMENT OF STANDARD WORK DAY**

### **INFORMATION**

The New York State and Local Retirement System requires that all Public School District members create a standard work day for all positions employed by the school district. A standard work day cannot be less than 6 and no more than 8 hours per day for all employees being reported to the retirement system. The District must establish this standard working day for all employees under the following employment classifications:

- Paraprofessionals
- Nurse/Occupational Therapist
- Administrative/Supervisors
- Food Services

### **RECOMMENDATION**

It is recommended that the Great Neck Public School District establish the following as standard work days for its employees in the titles listed; and that the District will report days worked by these employees to the New York State and Local Employees' Retirement System based on the time keeping system maintained by the School District:

<b><u>TITLE</u></b>	<b><u>STANDARD WORK DAY (HRS/DAY)</u></b>
Paraprofessionals	6
Nurse/Occupation Therapists	6
Administrators/Supervisors	7
Food Service	8



July 5, 2018

**GREAT NECK PUBLIC SCHOOLS**  
**PROFESSIONAL DEVELOPMENT PLAN**  
**2018-2019**

**INFORMATION**

Pursuant to §80-3.6 of the amended §100.2 (dd) of the Commissioner's Regulations, the Great Neck Public Schools Professional Development Plan (PDP) must be updated annually and adopted at a public meeting by the Board of Education.

The Great Neck Public Schools Professional Development Plan was reviewed by the district's Professional Development Committee. A summary of changes to the plan is provided below:

- Modified language from Common Core Learning Standards (CCLS) to Next Generation Learning Standards (NGLS).
- Added three new external providers for Continuing Teacher and Leader Education (CTLE) programs to Appendix B of the Plan.

The Professional Development Plan Statement of Certification that must be signed and submitted to the New York State Education Department by September 1, 2018 is attached.

**RECOMMENDATION**

The Professional Development Committee recommends that the Board of Education approve the modifications and adopt the revised 2018-2019 Great Neck Public Schools Professional Development Plan.

**PROFESSIONAL DEVELOPMENT PLAN  
STATEMENT OF CERTIFICATION  
Part 100 Regulations of the New York State Commissioner of Education**

School District: Great Neck Public Schools

BEDS Code: 2804-0703-0000

The superintendent certifies to the Commissioner that:

- (1) The planning, implementation and evaluation of the plan were conducted by a professional development team that included a majority of teachers and one or more administrator(s), curriculum specialist(s), parent(s), higher education representative(s), and others identified in the plan.
- (2) The requirements of CR 100.2(dd) to have a professional development plan for the succeeding school year have been met.
- (3) The school district or BOCES has complied with the professional development plan applicable to the current school year.
- (4) The plan focuses on improving student performance and teacher practice as identified through data analysis;
- (5) The plan describes professional development that:
  - is aligned with state content and student performance standards;
  - is aligned with New York State Professional Development Standards at: <http://www.highered.nysed.gov/tcert/pdf/pdstds.pdf>
  - is articulated within and across grade levels;
  - is continuous and sustained;
  - indicates how classroom instruction and teacher practice will be improved and assessed;
  - indicates how each teacher in the district will participate; and
  - reflects congruence between student and teacher needs and district goals and objectives.
- (6) The plan describes how the effectiveness of the professional development will be evaluated, and indicates how activities will be adjusted in response to that evaluation.
- (7) The plan complies with CR 100.2(dd) to:
  - describe and implement a mentoring program for new teachers;
  - provide teachers holding a professional certificate with opportunities for completing 175 hours of professional development every five years;
  - ensure that level III teaching assistants and long-term substitute teachers participate in professional development activities;
  - state the average number of hours each teacher is expected to participate in professional development in the school year(s) covered by the plan;
  - describe how all teachers will be provided professional development opportunities directly related to student learning needs as identified by multiple sources of data, including but not limited to school report cards;
  - provide staff with training in school violence prevention and intervention; and
  - provide professional development to all professional and supplementary school staff who work with students with disabilities.
- (8) The plan has been reviewed and/or revised in accordance with the most current version of 100.2 (dd).  
(The latest version of CR 100.2(dd) can be found at: <http://www.p12.nysed.gov/part100/pages/1002.html>.)
- (9) The plan or the annual update to the plan was adopted at a public meeting by the Board of Education.

Dr. Teresa Prendergast  
Print Name of Superintendent of Schools

\_\_\_\_\_  
Original Signature of Superintendent of Schools

\_\_\_\_\_  
Date

Adopted by the Board of Education on Date:

\_\_\_\_\_  
Original Signature of President, Board of Education

July 5, 2018

**APPOINTMENT OF**  
**SCHOOL PSYCHOLOGY INTERNS**

**RECOMMENDATION:**

Board approval is requested for the following students to serve as school psychology interns for the 2018-2019 school year:

<b>INTERN</b>	<b>COLLEGE/PROGRAM</b>	<b>SCHOOL</b>
Alexander, Kim	St. John's	South Middle
Hareri, Julie	Hofstra	North Middle
Kim, Kristen	Pace	South High
Li, Laura	St. John's	South High/Saddle Rock
Miller, Reisa	Brooklyn College	South High/Lakeville
Nichols, Emily	St. John's	South Middle
Park, Sophie	Pace	Parkville

July 5, 2018

**APPOINTMENT OF**  
**PSYCHOLOGY STUDENT OBSERVER**

**RECOMMENDATION:**

Board approval is requested for the following school psychology intern to serve as a student observer from September - January of the 2018/2019 school year:

<b>INTERN</b>	<b>COLLEGE/PROGRAM</b>	<b>SCHOOL</b>
Gonzalez, Mario	York College	North High School

July 5, 2018

**TEACHER(S) OF STUDENT(S) WITH SPEECH LANGUAGE DISABILITIES**  
**STUDENT TEACHERS**

**RECOMMENDATION:**

Board approval is requested for the following students to serve as a teacher of students with speech language disabilities for the 2018-2019 school year:

<b>STUDENT TEACHER</b>	<b>COLLEGE/PROGRAM</b>	<b>SCHOOL</b>
Gardella, Diana	LIU Post	Lakeville
Heller, Jessica	Hofstra	E. M. Baker
Paljevic, Amanda	Hofstra	J. F. Kennedy

July 5, 2018

**MAINTENANCE & UPKEEP OF FITNESS CENTER EQUIPMENT**

**INFORMATION**

The District has completed the first year of a three-year contract for maintenance and upkeep for the fitness center equipment for our four (4) secondary schools, the Seal Program and Saddle Rock School. The District has been satisfied with the vendor and would like to continue for a second year. Both the District and the vendor have the option to terminate the contract with a 30-day written notice without penalty.

As per the renewal terms, the contractor has agreed to extend the contract using the April 2018 Consumer Price Index (CPI) increase of 1.9 percent.

**RECOMMENDATION**

It is recommended that the Board of Education continue for a second year with Universal Fitness to perform maintenance and upkeep of fitness equipment located at our four (4) secondary schools, the Seal Program, and Saddle Rock School based on the CPI increase of 1.9 percent in the amount of \$6,924.11, with an additional \$76.43 per hour labor rate for emergency repairs for the 2018-19 school year.

July 5, 2018

### **ATHLETIC TRAINER SERVICES**

#### **INFORMATION**

The Great Neck Union Free School District has completed the second option year of an original three year contract with Professional Athletic Training Services, which included provisions for two additional option years. The District would like to again exercise that option to renew. Professional Athletic Training Services has provided excellent service. The District has been satisfied with the performance of this contract, which will extend from August 20, 2018 to June 14, 2019. The contractor has agreed to extend the contract at the New York-Northern New Jersey Consumer Price Index (CPI) April 2018 increase of 1.9 percent.

Athletic Trainer Services for North High School	\$31,181.40
Athletic Trainer Services for South High School	\$31,181.40
Hourly rate for Excess Services	\$31.18

In addition to the athletic trainer services, staff development and workshops (first aid, CPR/AED) will be offered to the District at the cost of \$77.95 per person.

#### **RECOMMENDATION**

It is recommended that the Board of Education continue with its contractual relationship for an additional year with Professional Athletic Training Services, based on the New York-Northern New Jersey April 2018 CPI increase of 1.9 percent. This contract is to perform athletic training services for the District's two high schools at a cost of \$62,362.80 plus excess services at \$31.18 per hour as needed for the 2018-2019 school year.

July 5, 2018

**LAUNDRY SERVICES**

**INFORMATION**

The District has completed the first year of a three year contract with North Shore Cleanics for laundry services. The District has been satisfied with the vendor and would like to continue for a second year. Both the District and the vendor have the option to terminate the contract with a 30-day written notice without penalty.

As per the terms of the bid, the vendor is allowed to renew this contract in the 2018-19 school year at the following fees:

- Laundered items: \$0.84/lb
- Folding & Packing of Cloth items: \$ 0.47/lb
- Dry Cleaning/each garment: \$5.25
- Tailor services for mending of cloth items – per fee schedule submitted with bid.

**RECOMMENDATION**

It is recommended that the Board of Education approve the continuation of the contract from North Shore Cleanics to perform laundering services for athletic uniforms.



July 5, 2018

**EXCESS OF USED COPIERS**

**INFORMATION**

The District will be renewing the deferred payment plan for its Konica copiers in August 2018 and will have 42 used Konica Minolta copiers and one (1) Xerox available for surplus as per the attached list. Proceeds from this sale will be deposited in the appropriate general fund account. Any unsold copiers will be disposed of accordingly.

**RECOMMENDATION**

It is recommended that the Board of Education declare the 43 used copiers (model and serial numbers attached) as surplus and approve their sale at a future surplus sale.

**GREAT NECK PUBLIC SCHOOLS  
LIST OF SURPLUS COPIERS**

<b>LOCATION</b>	<b>Model</b>	<b>Serial #</b>
1 ELIZABETH MELICK BAKER SCH	BIZ654E	A5YN017005897
2 ELIZABETH MELICK BAKER SCH	BIZ654E	A5YN017007381
3 ELIZABETH MELICK BAKER SCH	BIZ654E	A5YN017007377
4 GREAT NECK SO MIDDLE SCH	BIZ454E	A4EW011040337
5 GREAT NECK SO MIDDLE SCH	BIZ654E	A5YN017007370
6 GREAT NECK SO MIDDLE SCH	BIZ654E	A5YN017005854
7 GREAT NECK SO MIDDLE SCH	BIZ654E	A5YN017007386
8 GREAT NECK SO MIDDLE SCH	PRO951	A61E011015109
9 JOHN F KENNEDY SCH	BIZ654E	A5YN017007269
10 JOHN F KENNEDY SCH	BIZ654E	A5YN017007290
11 JOHN F KENNEDY SCH	BIZ654E	A5YN017007387
12 JOHN L MILLER GREAT NECK NO HIGH	BIZ454E	A5YN017007392
13 JOHN L MILLER GREAT NECK NO HIGH	BIZ454E	A61E011014705
14 JOHN L MILLER GREAT NECK NO HIGH	BIZ654E	A61E011014677
15 JOHN L MILLER GREAT NECK NO HIGH	BIZ654E	A5YN017007393
16 JOHN L MILLER GREAT NECK NO HIGH	PRO951	A4EW011040333
17 JOHN L MILLER GREAT NECK NO HIGH	PRO951	A4EW011040272
18 LAKEVILLE SCH	BIZ654E	A5YN017007385
19 LAKEVILLE SCH	BIZ654E	A5YN017007379
20 LAKEVILLE SCHOOL	BIZ654E	A5YN017007389
21 LAKEVILLE SCHOOL	BIZ654E	A5YN017007398
22 PARKVILLE SCH	BIZ454E	A61E011014713
23 PHIPPS ADMINISTRATION	BIZ227	A7AK011000641
24 PHIPPS ADMINISTRATION	BIZ454E	A61E011011289
25 PHIPPS ADMINISTRATION	BIZ454E	A61E011014745
26 PHIPPS ADMINISTRATION	BIZ654E	A5YN017007388
27 PHIPPS ADMINISTRATION - PRINT SHOP	C654E	A2X1017012480
28 RICHARDS SHERMAN NO MIDDLE SCH	BIZ454E	A5YN017007288
29 RICHARDS SHERMAN NO MIDDLE SCH	BIZ654E	A5YN017007374
30 RICHARDS SHERMAN NO MIDDLE SCH	BIZ654E	A61E011011297
31 RICHARDS SHERMAN NO MIDDLE SCH	BIZ654E	A5YN017007355
32 RICHARDS SHERMAN NO MIDDLE SCH	BIZ654E	A5YN017007323
33 RICHARD SHERMAN NO MIDDLE SCH (XEROX)	CC238-H	URT953809
34 SADDLE ROCK SCH	BIZ654E	A5YN017007354
35 SADDLE ROCK SCH	BIZ654E	A5YN017007401
36 SADDLE ROCK SCH	BIZ654E	A5YN017007352
37 WILLIAM SHINE GREAT NECK SO HIGH	BIZ227	A7AK011001015
38 WILLIAM SHINE GREAT NECK SO HIGH	BIZ227	A7AK011001003
39 WILLIAM SHINE GREAT NECK SO HIGH	BIZ454E	A61E011011107
40 WILLIAM SHINE GREAT NECK SO HIGH	BIZ654E	A5YN017007358
41 WILLIAM SHINE GREAT NECK SO HIGH	PRO951	A4EW011004822
42 WILLIAM SHINE GREAT NECK SO HIGH	PRO951	A4EW011005044
43 WILLIAM SHINE GREAT NECK SO HIGH	PRO951	A4EW011040277

July 5, 2018

**RESOLUTION ON OVERNIGHT TRIPS FOR STUDENTS**

BE IT HEREBY RESOLVED that the Board of Education of the Great Neck Union Free School District grants approval for the following overnight trip subject to final review and approval of the Superintendent of Schools:

Distributive Education Club of America (DECA)  
Frost Valley (Community School to Frost Valley YMCA)  
Greenkill Outdoor Education (Grade 6)  
International Science and Engineering Fair (ISEF)  
Model Congress (Penn, Yale, Harvard)  
Model United Nations  
Science Olympiad  
Robotics (FIRST competitions)

July 5, 2018

**E.M. BAKER SCHOOL – WINDOW REPLACEMENT**  
**CHANGE ORDER #1**

**INFORMATION**

One of the projects in the District's Capital Program is the window replacement at the E.M. Baker School. Benchmark Construction Group, Inc., while working on the project, discovered additional work was needed. Change Order #1 in the amount of \$4,500 is for new one inch insulated panels in lieu of glazing at the curtain wall locations.

Original Contract Sum:	\$1,028,500.00
Change Order #1:	+ <u>4,500.00</u>
Amended Contract Sum:	<u>\$1,033,000.00</u>

**RECOMMENDATION**

It is recommended that the Board of Education approve Change Order #1 in the amount of \$4,500.00 with Benchmark Construction Group, Inc.

July 5, 2018

**CENTRAL PRINT SHOP ASSOCIATE**

**INFORMATION**

The District has completed the first year of a five-year agreement with Konica Minolta in providing a print shop associate to manage our district print shop. In addition to print shop duties, the associate also supports the mailroom and assists with paper-processing.

As per the five-year agreement, at the end of the first year and each successive 12-month period, the base staffing charge and all other rates will not increase by more than 2%. As such, the annual base salary rate shall not be greater than \$51,347 for August 2018 to July 2019, plus overtime as needed. The District or Konica Minolta may cancel the agreement with 30 days written notice.

**RECOMMENDATION**

It is recommended that the Board of Education approve the On-Site Managed Service Agreement increase with Konica-Minolta for a Print Shop Associate for 2018-19, and any overtime as needed.

July 5, 2018

**RESOLUTION FOR PARTICIPATION IN THE COOPERATIVE BID COORDINATED  
BY THE LONG ISLAND SCHOOL NUTRITION DIRECTORS ASSOCIATION**

**INFORMATION**

The Long Island School Nutrition Directors Association is soliciting cooperative bids for various foods and cafeteria supplies. To establish the actual legal authority enabling formal participation in the bid, the attached Cooperative Bid Resolution must be executed. Participation is without any obligation to actually purchase any of the items in the bids, but will give participating districts the opportunity to purchase the items at a substantial savings. There are thirty-nine school districts participating in the cooperative bid.

All school districts participating in this cooperative bid share the expense of administering the bid. The cost of advertising is equally shared by all of the school districts.

**RECOMMENDATION**

It is recommended that the Board of Education execute the attached resolution for the purpose of participating in a cooperative bid for various foods and cafeteria supplies coordinated by the Long Island School Nutrition Directors Association.

**GREAT NECK PUBLIC SCHOOLS  
345 LAKEVILLE ROAD  
GREAT NECK, NY 11020**

**RESOLUTION OF BOARD OF EDUCATION**

WHEREAS, It is the plan of a number of public school districts in Nassau/Suffolk Counties, New York to bid jointly on selected Food Service Commodities, Food and Food Service Supplies for the 2018-19 school year.

WHEREAS, GREAT NECK PUBLIC SCHOOLS is desirous of participating with other districts in Nassau/Suffolk Counties in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0 and,

WHEREAS, GREAT NECK PUBLIC SCHOOLS wishes to appoint a committee to assume the responsibility for drafting of specification, advertising for bids, accepting and opening bids, reporting the results to the boards of education and making recommendations thereon; therefore,

BE IT RESOLVED, that the BOARD OF EDUCATION of GREAT NECK PUBLIC SCHOOLS, hereby appoints Long Island School Nutrition Directors Association Cooperative Bid Committee to represent it in all matters related above, and,

BE IT FURTHER RESOLVED, that GREAT NECK PUBLIC SCHOOLS' Board of Education authorized the above-mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned commodities, and,

BE IT FURTHER RESOLVED, that GREAT NECK PUBLIC SCHOOLS' Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and

BE IT FURTHER RESOLVED, that GREAT NECK PUBLIC SCHOOLS' Board of Education agrees (1) to abide by majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s), it will conduct all negotiations directly with the successful bidder(s).

DATE: \_\_\_\_\_

AUTHORIZED  
SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ President of the Board of Education

SCHOOL DISTRICT: \_\_\_\_\_

June 5, 2018

**DONATION – BUDDY BENCH**

**INFORMATION**

The Elizabeth M. Baker School PTO would like to donate a six foot buddy bench to the Elizabeth M. Baker School. This bench is intended to foster friendship and will be placed in the school yard. The administration at the Elizabeth M. Baker School has indicated that this donation would be greatly appreciated.

**RECOMMENDATION**

It is recommended that the Board of Education approve this donation by the Elizabeth M. Baker School PTO of a buddy bench to the Great Neck Public Schools.



# **E.M. BAKER PARENT TEACHER ORGANIZATION**



June 14, 2018

Mrs. Barbara Berkowitz  
Board of Education  
Great Neck Public Schools  
345 Lakeville Road  
Great Neck, NY 11020

Dear Mrs. Berkowitz and the Members of the Board,

The Parent Teacher Organization of the Elizabeth Mellick Baker School ("Baker") would like to donate a 6 foot Buddy Bench to the school. The bench will be placed in the school yard. The Buddy Bench is a simple idea to eliminate loneliness and foster friendship on the playground. It reinforces one the E.M. Baker Habits for Life - We take care of each other.

Both the custodial staff and buildings and grounds dept. have been consulted regarding size, placement and style of the bench.

Thank you for your consideration of this request.

Regards,

Grace McGirr and Amy Kase  
Co-PTO Presidents

*We are thrilled  
to receive this  
wonderful gift from  
our PTO.  
Sharon  
Fouger*

July 5, 2018

**CAFETERIA/KITCHEN EQUIPMENT REPAIR SERVICES BID**

**INFORMATION**

The Hicksville Union Free School District executed a cooperative bid for cafeteria/kitchen equipment repair services. Specifications were duly advertised for the repairs and services for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Nassau County Directors of School Facilities Purchasing Consortium by Michael Margulis, Purchasing Agent, Hicksville Union Free School District on April 9, 2018.

Nine invitations to bid were mailed. Three vendors submitted bids.

The following vendor and the amount shown represent the individual low price on cafeteria/kitchen equipment repair service:

Summit Heating and A/C Company

Non-Emergency/Emergency Services	Mechanic	\$ 58.50/hr.
	Mechanic OT	\$ 87.75/hr.

Mark up for Materials: 29%

**RECOMMENDATION**

It is recommended that the Board of Education accept the bid from Summit Heating and A/C Company for cafeteria/kitchen repair services for the period starting July 1, 2018 through June 30, 2019.

The funds for the repair service of the above items are provided in the 2018/2019 School Food and Nutrition Service Budget.

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July 5, 2018

**GENERAL AIR CONDITIONING, VENTILATION & REFRIGERATION  
REPAIRS & SERVICES BID**

**INFORMATION**

The North Shore Central School District executed a cooperative bid for general air conditioning and refrigeration repairs and services. Specifications were duly advertised for these repairs and services for the period July 1, 2018 to June 30, 2019. Bids were received in the name of the Nassau County Directors of School Facilities Purchasing Consortium by John A. Hall, Director of Facilities, North Shore Central School District, on April 24, 2018.

Ten invitations to bid were sent. Six vendors submitted bids.

The following vendors and the amounts shown represent the individual low price on repairs and services:

Comfort Kool HVAC Inc.		
Non-Emergency/Emergency Services	Mechanic	\$60.00/hr.
Central Mechanical Corporation		
Non-Emergency Services	Mechanic's Helper	\$30.00/hr.
Emergency Services	Mechanic's Helper	\$40.00/hr.
Cost of Material Discount	20% off Manufacturer's List price	

**RECOMMENDATION**

It is recommended that the Board of Education accept the bids from Comfort Kool HVAC, Inc. and Central Mechanical Corporation for refrigeration repairs and services for the period July 1, 2018 to June 30, 2019.

The funds for the repairs and services are provided for in the 2018/2019 School Food and Nutrition Service Budget.

July 5, 2018

**DISHWASHING/CLEANING SUPPLY BID**

**INFORMATION**

The Long Island School Nutrition Directors Association Cooperative Bid Committee recommends that the participating School Districts' Boards of Education extend the award to Ecolab, Inc. for dishwashing/cleaning supplies for the period July 1, 2018 to June 30, 2019

The following vendor and the amount shown represent the individual low price on the items conforming to specifications:

Ecolab Inc.	\$ 5,000.00
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**RECOMMENDATION**

It is recommended that the Board of Education award the above vendor to furnish dishwashing/cleaning supplies to the District for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service budget.

July 5, 2018

**BEVERAGE BID**

**INFORMATION**

The Long Island School Nutrition Directors Association executed a combined cooperative bid for beverages. Specifications were duly advertised for the purchase of these products to be used for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Long Island School Nutrition Directors Association by Nancy Padrone at Massapequa Union Free School District on April 26, 2018.

Sixteen invitations to bid were mailed. Eleven vendors submitted bids, seven of whom bid on items requested by the Great Neck Public Schools.

The following vendors and the annual amounts shown represent the individual low price on each item conforming to specifications:

Big Geyser	\$ 2,500.00
Colonial Coffee Products	\$ 750.00
H. Schrier	\$ 500.00
Jay Bee Distributors	\$ 25,000.00
Liberty Coca-Cola Beverages, LLC.	\$ 1,000.00
Mivila Foods	\$ 50.00
Tropicana DSD	\$ 1,000.00

**RECOMMENDATION**

It is recommended that the Board of Education accept the bid of the above vendors to furnish beverages to the district for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service Budget.

July 5, 2018

**BREAD BID**

**INFORMATION**

The Long Island School Nutrition Directors Association executed a combined cooperative bid for bread products. Specifications were duly advertised for the purchase of these products to be used for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Long Island School Nutrition Directors Association by Nancy Padrone at Massapequa Union Free School District on April 26, 2018.

Six invitations to bid were mailed. One vendor submitted a bid that included items requested by the Great Neck Public Schools.

The following vendor and the annual amount shown represent the individual low price on each item conforming to specifications:

Modern Italian Bakery	\$ 15,000.00
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**RECOMMENDATION**

It is recommended that the Board of Education accept the bid of the above vendor to furnish bread products to the district for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service Budget.

July 5, 2018

**GROCERY BID**

**INFORMATION**

The Long Island School Nutrition Directors Association executed a combined cooperative bid for grocery products. Specifications were duly advertised for the purchase of these products to be used for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Long Island School Nutrition Directors Association by Nancy Padrone at South Huntington School District on April 26, 2018.

Twelve invitations to bid were mailed. Six vendors submitted bids, four of whom bid on items requested by Great Neck Public Schools.

The following vendors and the annual amounts shown represent the individual low price on each item conforming to specifications:

H. Schrier & Co.	\$ 20,000.00
J Kings	\$ 1,500.00
Jaybee Distributors	\$ 100.00
Mivila Foods of NY	\$ 20,000.00

**RECOMMENDATION**

It is recommended that the Board of Education accept the bid of the above vendors to furnish grocery products to the district for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items will be provided in the 2018/2019 School Food and Nutrition Service Budget.

**July 5, 2018**

**FROZEN BID**

**INFORMATION**

The Long Island School Nutrition Directors Association executed a combined cooperative bid for frozen products. Specifications were duly advertised for the purchase of these products to be used for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Long Island School Nutrition Directors Association by Nancy Padrone at Massapequa Union Free School District on April 26, 2018.

Twelve invitations to bid were mailed. Five vendors submitted bids, three of whom bid on items requested by the Great Neck Public Schools.

The following vendors and the annual amounts shown represent the individual low price on each item conforming to specifications:

H. Schrier & Co., Inc.	\$ 13,000.00
J. Kings	\$ 50,000.00
Mivila Foods of NY	\$ 25,000.00

**RECOMMENDATION**

It is recommended that the Board of Education accept the bid of the above vendors to furnish frozen products to the district for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service Budget.



**July 5, 2018**

**DAIRY BID**

**INFORMATION**

The Long Island School Nutrition Directors Association executed a combined cooperative bid for dairy products. Specifications were duly advertised for the purchase of these products to be used for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Long Island School Nutrition Directors Association by Nancy Padrone at Massapequa Union Free School District on April 26, 2018.

Six invitations to bid were mailed. Five vendors submitted bids, one of whom bid on items requested by the Great Neck Public Schools.

The following vendor and the annual amount shown represent the individual low price on each item conforming to specifications:

H. Schrier & Co., Inc.	\$15,000.00
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**RECOMMENDATION**

It is recommended that the Board of Education accept the bid of the above vendor to furnish dairy products to the district for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service Budget.

**July 5, 2018**

**MEAT BID**

**INFORMATION**

The Long Island School Nutrition Directors Association executed a combined cooperative bid for meat products. Specifications were duly advertised for the purchase of these products to be used for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Long Island School Nutrition Directors Association by Nancy Padrone at Massapequa Union Free School District on April 26, 2018.

Nine invitations to bid were mailed. Seven vendors submitted bids, three of whom bid on items requested by the Great Neck Public Schools.

The following vendors and the annual amounts shown represent the individual low price on each item conforming to specifications:

J Kings	\$ 1,000.00
Mivila Foods of NY	\$ 5,000.00
Somma Foods	\$ 2,000.00

**RECOMMENDATION**

It is recommended that the Board of Education accept the bid of the above vendors to furnish meat products to the district for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service Budget.

July 5, 2018

**ICE CREAM BID**

**INFORMATION**

The Long Island School Nutrition Directors Association executed a combined cooperative bid for ice cream. Specifications were duly advertised for the purchase of these products to be used for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Long Island School Nutrition Directors Association by Nancy Padrone at Massapequa Union Free School District on April 26, 2018.

Six invitations to bid were mailed. Two vendors submitted bids, one of whom bid on items requested by the Great Neck Public Schools.

The following vendor and the annual amount shown represent the individual low price on each item conforming to specifications:

American Classic Ice Cream	\$ 25,000.00
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**RECOMMENDATION**

It is recommended that the Board of Education accept the bid of the above vendor to furnish ice cream to the district for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service Budget.

July 5, 2018

**SNACK BID**

**INFORMATION**

The Long Island School Nutrition Directors Association executed a combined cooperative bid for snacks. Specifications were duly advertised for the purchase of these products to be used for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Long Island School Nutrition Directors Association by Nancy Padrone at Massapequa Union Free School District on April 26, 2018.

Six invitations to bid were mailed. Six vendors submitted bids, three of whom bid on items requested by the Great Neck Public Schools.

The following vendors and the annual amounts shown represent the individual low price on each item conforming to specifications:

Cookies & More	\$ 35,000.00
J Kings	\$ 10,000.00
Jay Bee Distributors	\$ 35,000.00

**RECOMMENDATION**

It is recommended that the Board of Education accept the bid of the above vendors to furnish snacks to the district for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service Budget.

July 5, 2018

**CAFETERIA PAPER & CLEANING SUPPLIES BID**

**INFORMATION**

The Long Island School Nutrition Directors Association executed a combined cooperative bid for cafeteria paper & cleaning supplies. Specifications were duly advertised for the purchase of these products to be used for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Long Island School Nutrition Directors Association by Nancy Padrone at Massapequa Union Free School District on April 26, 2018.

Six invitations to bid were mailed. Five vendors submitted bids, four of whom bid on items requested by the Great Neck Public Schools.

The following vendors and the annual amounts shown represent the individual low price on each item conforming to specifications:

Appco Paper & Supplies Corp.	\$ 45,000.00
H. Schrier & Co., Inc.	\$ 15,000.00
J & F Supplies	\$ 3,000.00
Mivila Foods of NY	\$ 1,500.00

**RECOMMENDATION**

It is recommended that the Board of Education accept the bid of the above vendors to furnish cafeteria paper & cleaning supplies to the district for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service Budget.

July 5, 2018

**PROCESSING OF GOVERNMENT DONATED FOODS BID**

**INFORMATION**

The Long Island School Nutrition Directors Association executed a combined cooperative bid for processing of government donated foods. Specifications were duly advertised for the purchase of these products for the period July 1, 2018 through June 30, 2019. Bids were received in the name of the Long Island School Nutrition Directors Association by Nancy Padrone at South Huntington School District on January 24, 2018.

Thirty invitations to bid were mailed. Twenty vendors submitted bids, ten of whom bid on items requested by the Great Neck Public Schools.

The following vendors and the annual amounts shown represent the individual low price on each item conforming to specifications:

Asian Food Solutions, Inc.	\$ 75,000.00
Comida Vida	\$ 500.00
H. Schrier & Co.	\$ 78,000.00
J Kings	\$ 10,000.00
Jennie-O Turkey Store	\$ 25,000.00
Michael Foods, Inc.	\$ 15,000.00
Mivila Foods of NY	\$ 50,000.00
Nardone Bros. Baking Co.	\$ 3,000.00
T. A. Morris Sons, Inc.	\$ 5,000.00
Tasty Brands	\$ 40,000.00

**RECOMMENDATION**

It is recommended that the Board of Education accept the bid of the above vendors to process government donated foods to the district for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service Budget.

July 5, 2018

**KONICA MINOLTA COPIER CONTRACT RENEWAL**

**INFORMATION**

The district is concluding a 36-month deferred purchase agreement for 42 copiers located throughout the district. The district has been satisfied with Konica Minolta as the current vendor and would like to renew our copier agreement with the same vendor.

The new copier agreement will be separated into two deferred payment schedules:

34 months for 21 copiers at \$10,258.67 per month

46 months for 21 copiers at \$ 6,094.07 per month

The deferred payment plan includes equipment, supplies, and maintenance. It also includes the optional Equitrac and Ecopy software. The monthly charges do not include per-copy charges, which are model specific, with a range of \$0.0051 for black and white to \$ 0.4125 for color. The deferred purchase will be executed under the Eastern Suffolk BOCES bid.

**RECOMMENDATION**

It is recommended that the Board of Education approve the above deferred purchase agreement with Konica Minolta for a monthly total of \$16,352.74 for equipment and software, with copy charges as needed.

July 5, 2018

**PUPIL TRANSPORTATION**  
**2018 SUMMER ENRICHMENT AND RECREATION**

**Revision to June 18, 2018 Agenda**

**INFORMATION**

The Board of Education is permitted to extend contracts under Section 305, Subdivision 14 of the Education Law and Section 156.5 of the Regulations of the Commissioner of Education.

Veterans Transportation Company, Inc. had agreed to extend the existing contract based on the state approved CPI as of May 31, 2018. We had estimated the CPI increase to be 2%. However, the CPI was declared at 2.2%.

**RECOMMENDATION**

It is recommended that the Board of Education approve the contract with Veterans Transportation Company, Inc. at the state approved CPI of 2.2%, for a total cost of \$164,316.32 for 2018 Summer Enrichment and Recreation Transportation.

Veterans Contract E011174

Summer School Transportation Item:	Estimated Quantity	Price Summer 2017	Price Summer 2018 (2.2% Increase)	Estimated Annual Cost 2018
Summer School Large Bus	16	\$10,048.70	\$10,269.77	\$164,316.32
Anticipated Total Cost:				\$164,316.32



July 5, 2018

**MAINTENANCE**

**INFORMATION**

The Committee on Special Education (CSE) has recommended that certain students with disabilities attend residential programs located in other public school districts, or approved private special education settings. The Board of Education is asked to approve the following payment(s) for maintenance reimbursement.

**NASSAU COUNTY DEPARTMENT OF SOCIAL SERVICES**

**RECOMMENDATION**

It is recommended that the Board of Education approve a payment for maintenance reimbursement to the Nassau County Department of Social Services of Uniondale, New York for 38.424% of the total revised maintenance cost for each classified student placed in the following residential program during January 2018 through June 2018.

<u>School</u>	<u>Per Diem Rate</u>
Julia Dyckman Andrus Memorial	\$444.21

July 5, 2018

**RELATED SERVICES – DISTRICT OF LOCATION**

**INFORMATION**

New York State Law 3602-c requires that public school districts reimburse districts of location for actual costs for providing related services to non-public school students located within their district. The public school may bill each student's district of residence for the services provided. The Board of Education is asked to approve the contract(s) listed below for students who attend non-public school in other districts and reside in Great Neck.

**HEWLETT WOODMERE UNION FREE SCHOOL DISTRICT**

**RECOMMENDATION**

It is recommended that the Board of Education approve payment to the Hewlett Woodmere Union Free School District of Woodmere, New York for related services rendered to three residents of Great Neck who attended a non-public school in the Hewlett-Woodmere UFSD for the 2017-2018 school year.

July 5, 2018

**TUITION CONTRACT ADDENDUM**

**INFORMATION**

New York State adjusts tuition rates for approved private special education schools during the school year and sets final rates during and after the school year is over. This state process thus requires us to approve adjustments to such tuitions several times. In that regard, the Board of Education is asked to approve payments resulting from the tuition adjustments for students who attend(ed) approved private special education schools, as noted below.

**HENRY VISCARDI SCHOOL**

**RECOMMENDATION**

It is recommended that the Board of Education approve the revised tuition rate for Henry Viscardi School of Albertson, New York for one classified student attending Henry Viscardi School from \$364.97 per diem per student to \$368.28 per diem per student for September 2017 through June 2018.

July 5, 2018

**RESOURCE AND RELATED SERVICES CONTRACT**

**INFORMATION**

The Committee on Special Education (CSE) has recommended specialized assessments and evaluations as well as resource and related services for certain students with disabilities. The Board of Education is asked to approve the contract with the consultant/agency noted below, for services to be rendered as needed during the 2018/2019 school year.

**NEW YORK THERAPY PLACEMENT SERVICES, INC.**

It is recommended that the Board of Education approve a contract with New York Therapy Placement Services of Port Jefferson Station, New York for providing related services as outlined in the attached contract July 1, 2018 through June 30, 2019.

July 5, 2018

**OUTSIDE SERVICE AGREEMENT ADDENDUM**

**INFORMATION**

The Committee on Special Education (CSE) has recommended specialized assessments and evaluations as well as resource and related services for certain students with disabilities. The Board of Education is asked to approve the addendum, with the consultant/agency noted below, for services to be rendered as needed during the 2017/2018 school year.

**LAURIE NADLER**

**RECOMMENDATION**

It is recommended that the Board of Education approve an addendum to the Outside Service Agreement with Laurie Nadler of Jericho, New York for related services provided to classified students from June 1, 2018 through June 22, 2018. Addendum is for three additional hours of vision services for an additional cost of \$390.00.

July 5, 2018

**TUITION CONTRACTS**

**INFORMATION**

New York State adjusts tuition rates for approved private special education schools during the school year and sets final rates during and after the school year is over. This state process requires us to approve adjustments to tuition rates. In that regard, the Board of Education is asked to approve payments resulting from the tuition adjustments for students who attend(ed) approved private special education schools, as noted below.

**CENTER FOR DEVELOPMENTAL DISABILITIES, INC**

**RECOMMENDATION**

It is recommended that the Board of Education approve the attached contract for tuition with the Center for Developmental Disabilities of Woodbury, New York for the education of classified students at a rate of \$6,401 per student for July 2018 through August 2018 and \$39,049 per student for September 2018 through June 2019.

**CEREBRAL PALSY ASSOCIATION OF NASSAU COUNTY, INC**

**RECOMMENDATION**

It is recommended that the Board of Education approve the attached contract for tuition with the Cerebral Palsy Association of Nassau County of Roosevelt, New York for the education of classified students at a rate of \$7,968 per student for July 2018 through August 2018 and \$47,810 per student for September 2018 through June 2019.

**WOODWARD MENTAL HEALTH CENTER**

**RECOMMENDATION**

It is recommended that the Board of Education approve the attached contract for tuition with the Woodward Mental Health Center of Freeport, New York for the education of classified students at a rate of \$7,262 per student for July 2018 through August 2018, and \$43,574 per student for September 2018 through June 2019.

July 5, 2018

**FLUID MILK**  
**CONTRACT EXTENSION**

**INFORMATION**

The Long Island School Nutrition Directors Association Cooperative Bid Committee recommends that the participating School Districts' Boards of Education approve the extension of the contract period for the New York State Procurement Contract PC67026, Award Number 22773 for Group 01600 Fluid Milk to June 30, 2019.

The following vendor and the amount shown represent the individual low price on the items conforming to specifications:

Cream-O-Land Dairies, LLC	\$90,000.00
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**RECOMMENDATION**

It is recommended that the Board of Education aware the above vendor to furnish fluid milk to the District for the period starting July 1, 2018 through June 30, 2019.

The funds for the purchase of the above items are provided in the 2018/2019 School Food and Nutrition Service budget.

July 5, 2018

**PUPIL TRANSPORTATION**  
**COOPERATIVE EXTENSION: 2018 SUMMER CONTRACTS**

**Revision to June 18, 2018 Agenda**

**INFORMATION**

Contracts that were awarded as a result of a bid process by the Northwest Nassau Transportation Cooperative consisting of Carle Place, East Williston, Glen Cove, Great Neck, Manhasset, North Shore, Port Washington, and Roslyn School Districts may, as per Section 305 Subdivision 14, State Education Law, be extended under the aforementioned Statute and Section 156.5 of the Regulations of the Commissioner of Education.

The service rendered during the 2017 Summer Programs was efficient and reliable. Based upon this favorable record of performance, we are extending the contracts below at the state approved CPI as of May 31, 2018.

In our previous board recommendation, we had estimated the costs based on an estimated CPI of 2%, however, the CPI was declared at 2.2%.

**RECOMMENDATION**

It is recommended that the Board of Education extend the summer transportation contracts based upon the above mentioned 2.2% increase as follows:

<b><u>Contractor</u></b>	<b><u>Item</u></b>	<b><u># Of Items</u></b>	<b><u>Cost Per Item</u></b>
Baumann	NY Institute	1 Student	\$12,264.00
First Student	5 Hour Van	6 Vans	\$6,735.90
First Student	5 Hour Attendant	3 Attendants	\$3,547.20
Veterans	Ascent	1 Student	\$6,802.80
Veterans	Woodward	1 Student	\$2,992.20



July 5, 2018

**PUPIL TRANSPORTATION - CONTRACT EXTENSION**  
**2018-2019 SCHOOL YEAR**

**INFORMATION**

All contracts awarded as a result of the RFP process may, as per Section 305, Subdivision 14, State Education Law, be extended under the aforementioned Statute and Section 156.5 of the Regulations of the Commissioner of Education.

Veterans Transportation Company, Inc. has agreed to extend the existing contract at a 2.2% increase based on the state approved Consumer Price Index (CPI) as of May 31, 2018.

**RECOMMENDATION**

It is recommended that the Board of Education approve a transportation contract extension for the 2018-2019 school year with Veterans Transportation Co., Inc. as follows:

Veterans Contract # E400041

Transportation Item:	Estimated Quantity	Price 2017-2018	Price 2018-2019 (2.2% Increase)	Estimated Annual Cost 2018-2019
6 Hour Van	39	\$55,278.77	\$56,494.90	\$2,203,301.10
5 Hour Van	48	\$48,426.17	\$49,491.55	\$2,375,594.40
6 Hour Attendant	1	\$22,637.45	\$23,135.47	\$23,135.47
5 Hour Attendant	12	\$19,397.13	\$19,823.87	\$237,886.44
Anticipated Total Cost:				\$4,839,917.41

July 5, 2018

**ACTUARIAL SERVICES FOR WORKERS' COMPENSATION**

**INFORMATION**

The District has been satisfied with the workers' compensation actuarial services provided by Sound Actuarial Consulting over the last four years, and would like to extend the contract by one year. The original agreement was for three years with two optional, one-year extensions. In addition, both the District and Sound Actuarial Consulting have the option to terminate the contract with a thirty-day written notice.

In accordance with the fee schedule provided by Sound Actuarial Consulting at the onset of this agreement, the annual cost will be \$8,500 for the duration of the contract.

**RECOMMENDATION**

It is recommended that the Board of Education extend the contract with Sound Actuarial Consulting, LLC for the second of two possible one-year renewals, in the amount of \$8,500, for the workers' compensation actuarial analysis for the 2017-2018 school year.

July 5, 2018

**PUPIL TRANSPORTATION**  
**IN-DISTRICT, PRE-KINDERGARTEN, INTERSCHOLASTIC**  
**AND EDUCATIONAL TRIP PROGRAMS**  
**2018-2019 SCHOOL YEAR**

**INFORMATION**

All contracts awarded as a result of the bid process may as per Section 305, Subdivision 14, State Education law, be extended under the aforementioned Statute and Section 156.5 of the Regulations of the Commissioner of Education.

Veterans Transportation Company, Inc. has agreed to extend the existing contract at a 2.2% increase based on the state approved Consumer Price Index (CPI) as of May 31, 2018.

**RECOMMENDATION**

It is recommended that the Board of Education approve transportation contract extensions for the 2018-2019 school year with Veterans Transportation Co., Inc. as follows:

**\*Veterans Contract # 011135**

Transportation Item:	Estimated Quantity	Price 2017-2018	Price 2018 - 2019 (2.2 % Increase)	Estimated Annual Cost 2018-2019
8 Hr Bus	17	\$87,766.49	\$89,697.35	\$1,524,854.95
6 Hr Bus	39	\$75,306.53	\$76,963.27	\$3,001,567.53
3 Hr Bus	4	\$51,600.64	\$52,735.85	\$210,943.40
2 Hr Bus	2	\$34,400.04	\$35,156.84	\$70,313.68
Anticipated Total Cost:				\$4,807,679.56

**\*Veterans Contract # 011134**

Transportation Item:	Estimated Quantity	Price 2017-2018	Price 2018 - 2019 (2.2 % Increase)	Estimated Annual Cost 2018-2019
Pre-K Buses	2	\$69,918.42	\$71,456.63	\$142,913.26
Anticipated Total Cost:				\$142,913.26

\*GNPS will furnish a fuel allowance according to the specifications in section XVIII, page 14.

See attached Interscholastic & Educational Field Trip Expense

# GREAT NECK INTERSCHOLASTIC AND EDUCATIONAL TRIPS

		Prices	Prices
		2017-2018	2018-2019
			(2.2% Increase)
<b>1</b>	<b><u>GREAT NECK SCHOOL DISTRICT AREA</u></b>		
	(Intra-District) 4 Hour	\$289.65	\$296.02
	Overtime Rate Per Hour	\$84.75	\$86.61
	One Way Trip Drop-Off or Pick-up	\$172.07	\$175.86
<b>2</b>	<b><u>NASSAU COUNTY AREA - ROUND TRIP</u></b>		
	Rate Per 40-44 Adult Capacity School Bus		
	4 Hours	\$292.78	\$299.22
	5 Hours	\$366.74	\$374.81
	6 Hours	\$440.68	\$450.37
	8 Hours	\$563.97	\$576.38
	Overtime Per Hour	\$84.75	\$86.61
	One Way Trip:	\$210.29	\$214.92
	Rate Per 40-44 Adult Capacity School Bus - 2 Hours	\$210.29	\$214.92
<b>3</b>	<b><u>SUFFOLK COUNTY AREA (West of Sagtikos Pkwy.)</u></b>		
	Rate Per 40-44 Adult Capacity School Bus		
	4 Hours	\$338.99	\$346.45
	5 Hours	\$385.22	\$393.69
	6 Hours	\$431.45	\$440.94
	Overtime Rate Per Hour	\$84.75	\$86.61
<b>4</b>	<b><u>SUFFOLK COUNTY AREA (East of Sagtikos Pkwy.)</u></b>		
	Rate Per 40-44 Adult Capacity School Bus		
	5 Hours	\$462.25	\$472.42
	6 Hours	\$539.32	\$551.19
	Overtime Rate Per Hour	\$84.75	\$86.61
<b>5</b>	<b><u>NEW YORK CITY RATE PER 40-44 ADULT CAPACITY</u></b>		
	5 Hours	\$385.22	\$393.69
	6 Hours	\$431.45	\$440.94
	8 Hours	\$554.77	\$566.97
	Overtime Per Hour	\$84.75	\$86.61
	Per Additional Destination - No Charge		
	Parking, actual charge, if required		
	Tolls, actual charge, if required		

July 5, 2018

**PUPIL TRANSPORTATION**  
**NORTHWEST NASSAU TRANSPORTATION COOPERATIVE**  
**NASSAU BOCES TRANSPORTATION COOPERATIVE**  
**EXTENSION OF CONTRACTS**  
**2018-2019 SCHOOL YEAR**

**INFORMATION**

Contracts that were awarded as a result of a bid process by the Northwest Nassau Transportation Cooperative which consists of the Carle Place, East Williston, Glen Cove, Great Neck, North Shore, Port Washington and Roslyn School Districts may, as per Section 305 Subdivision 14, State Education Law, be extended under the aforementioned Statute and Section 156.5 of the Regulations of the Commissioner of Education.

Contracts that were awarded as a result of an inter-municipal agreement pursuant to New York General Municipal Law section 119-0 with BOCES and Carle Place, East Williston, Glen Cove, North Shore, Port Washington, Great Neck, Manhasset, Roslyn and Herricks School Districts can be extended as per Section 305, Subdivision 14 of the State Education Law under the aforementioned Statute and Section 156.5 of the Regulations of the Commissioner of Education.

The contractors have agreed to extend the existing contracts at a 2.2% increase based on the state approved Consumer Price Index (CPI) as of May 31, 2017.

The services rendered during the 2017-2018 school year were efficient and reliable.

**RECOMMENDATION**

It is recommended that the Board of Education award the transportation contract extensions as listed on the following page:

Dell Transportation Contract # 257427

Transportation Item:	Estimated Quantity	Price 2017-2018	Price 2018 - 2019 (2.2% Increase)	Estimated Annual Cost 2018-19
4 Hour Bus	1	\$59,943.20	\$61,261.95	\$61,261.95
4 Hour Monitor	0	\$22,698.22	\$23,197.58	\$0.00
Anticipated Total Cost:				\$61,261.95

Dell Transportation Contract # 700927

Transportation Item:	Estimated Quantity	Price 2017-2018	Price 2018 - 2019 (2.2% Increase)	Estimated Annual Cost 2018-19
Ramaz, Upper- Van	1	\$58,885.14	\$60,180.61	\$60,180.61
Ramaz, Upper- Bus	0	\$84,172.84	\$86,024.64	\$0.00
Anticipated Total Cost:				\$60,180.61

We Transport Contract # 700934

Transportation Item:	Estimated Quantity	Price 2017-2018	Price 2018 - 2019 (2.2% Increase)	Estimated Annual Cost 2018-19
Chaminade/Kellenberg- Late	1	\$19,064.02	\$19,483.43	\$19,483.43
Anticipated Total Cost:				\$19,483.43

We Transport Contract # 700935

Transportation Item:	Estimated Quantity	Price 2017-2018	Price 2018 - 2019 (2.2% Increase)	Estimated Annual Cost 2018-19
Ramaz - Late	1	\$31,517.88	\$32,211.27	\$32,211.27
Anticipated Total Cost:				\$32,211.27

We Transport Contract # 275908

Transportation Item:	Estimated Quantity	Price 2017-2018	Price 2018 - 2019 (2.2% Increase)	Estimated Annual Cost 2018-19
Kew Forest	1	\$29,471.10	\$30,119.46	\$30,119.46
Anticipated Total Cost:				\$30,119.46

First Student Contract # 415576

Transportation Item:	Estimated Quantity	Price 2017-2018	Price Per Day 2018 (2.2% Increase)	Estimated Annual Cost 2018-2019
Special Education Institute/Pupil	1	\$39,330.00	\$40,195.26	\$40,195.26
Special Education Institute/Monitor	1	\$18,370.00	\$18,774.14	\$18,774.14
Anticipated Total Cost:				\$58,969.40

July 5, 2018

**OUTSIDE SERVICE AGREEMENTS**

**INFORMATION**

The following Outside Service Agreements are being submitted for approval. Provider credentials have been reviewed by administration.

**RECOMMENDATION**

It is recommended that the Great Neck Board of Education authorize the President of the Board of Education to approve payment of the attached.

**COMMUNITY EDUCATION CONSULTANTS**  
**7/5/18 BOARD MEETING**

Consultant	Purpose	Location	Date(s)	Rate	Maximum Approval
Caryl Goldsmith Group Sales	Community Education Trip to "To Kill a Mockingbird" at The Shubert Theatre	Cumberland	11/26/2018	\$129 / Ticket + Fees	\$5,819.50 ***

\*Partially or fully funded by a State or Federal Grant.

\*\*Emergency conditional appointment as defined in Section 1709, Subdivision 39 of the education law.

\*\*\*Amount included in fee paid for by participants.



**OTHER CONSULTANTS**  
**7/5/18 BOARD MEETING**

<b>Consultant</b>	<b>Purpose</b>	<b>Location</b>	<b>Date(s)</b>	<b>Rate</b>	<b>Maximum Approval</b>
A+ Technology and Security	On-site Annual Maintenance Agreement for GNPS District-Wide Video Surveillance and Access Control Systems	District Wide	7/1/18-6/30/19	\$49,968 / Cost	\$49,968.00
C & H Signal	Central Station Monitoring & Repairs to District Wide Fire Alarms	District Wide	7/1/18-6/30/19	\$15,000 / Cost	\$15,000.00
Margo Christofer	Present Course "Mindfulness to Create Balance in Your Life"	Teacher Center	9/1/18-6/30/19	\$104 / Hour	\$ 832.00 *
Sarah Duke	National Board Certification for Teachers Cohort Candidate Support Provider	Teacher Center	7/1/18-6/30/19	\$75 / Hour	\$ 2,700.00 *
Sheila Barnes Kaplan	Proctor for All College Entrance Exams 2017-2018	North High	7/1/17-6/30/18	\$53 / Exam	\$ 583.00
Fran Langsner	Provide Administrative Support and Function as Board of Education's Policy Committee Consultant	District Wide	7/1/18-6/30/19	\$500 / Day	\$10,000.00

\*Partially or fully funded by a State or Federal Grant.

\*\*Emergency conditional appointment as defined in Section 1709, Subdivision 39 of the education law.

\*\*\*Amount included in fee paid for by participants.

**OTHER CONSULTANTS**  
**7/5/18 BOARD MEETING**

Page 2

<b>Consultant</b>	<b>Purpose</b>	<b>Location</b>	<b>Date(s)</b>	<b>Rate</b>	<b>Maximum Approval</b>
Geralyn Marasco	National Board Certification for Teachers Cohort Candidate Support Provider	Teacher Center	7/1/18-6/30/19	\$75 / Hour	\$ 2,700.00 *
Susanne Marcus	Great Neck Teacher Center 2018-2019 Workshops & Courses	Teacher Center	9/1/18-6/30/19	\$104 / Hour	\$ 1,664.00 *
Red Circle Solutions	Support & Maintenance of Eleven LobbyGuard Machines	District Wide	7/1/18-6/30/19	\$650 / Each	\$ 7,150.00
Thrive Partners, Inc.	Lou Diamond, Keynote Speaker for October 9, 2018 Shared Decision Making Training Session	District Wide	10/9/2018	\$5,000 / Cost	\$ 5,000.00
Dr. Bruce Torff	Present Workshop "Helping the Anxious Student to Adjust, Learn and Achieve"	Teacher Center	9/1/18-6/30/19	\$1,200 / Session	\$ 1,200.00 *
Zonar Systems, Inc.	Provide GPS Maintenance and Service for Transportation (Zonar)	District Wide	7/1/18-6/30/19	\$204 / Unit	\$ 4,080.00

\*Partially or fully funded by a State or Federal Grant.

\*\*Emergency conditional appointment as defined in Section 1709, Subdivision 39 of the education law.

\*\*\*Amount included in fee paid for by participants.

July 5, 2018

**PAYMENT OF FEES TO COUNSEL**

**INFORMATION**

An Invoice was received from district counsel, Frazer & Feldman, for professional services rendered during April 2018 in the following matters:

Student Matters – Special Ed (10)	\$ 5,149.40
Student Matters – Residency (1)	\$ 371.70
Negotiations (2)	\$ 1,837.50
Instruction (1)	\$ 5,212.20
Miscellaneous (11)	<u>\$ 5,969.80</u>
	<u>\$18,540.60</u>

**RECOMMENDATION**

It is recommended that the Board of Education authorize the payment of \$18,540.60 for April 2018 as per the invoice submitted by Frazer & Feldman for professional services rendered as stated above.

**STUDENT MATTERS**

July 5, 2018

**COMMITTEE ON SPECIAL EDUCATION RECOMMENDATIONS****INFORMATION**

In accordance with applicable regulations and law, the Board of Education is required to approve services to students with disabilities as recommended by the Committee on Special Education.

**RECOMMENDATION**

The Board of Education has been provided with the schedule of specific recommendations for the 2017 - 2018 school year made by the Committee on Special Education for students whose ID numbers appear below. It is recommended that the Board of Education approve this schedule.

A2666	A7270	A4054	10184	B0573	10131
B0880	B3765	B4446	C4419	C2161	4800
D7822	E5398	F2809	F0081	4661	G1735
G2830	G9642	10191	4953	10139	G1559
10132	H7537	H1172	H0229	J9794	K0773
K0053	K4343	K5979	L8522	L2978	M0766
O3538	P7932	R1093	R5444	R1099	S1448
S6000	S1416	S0524	S7310	S7512	1384
V2582	4835	W8546	Z2276	Z0956	

July 5, 2018

**COMMITTEE ON SPECIAL EDUCATION RECOMMENDATIONS**

**INFORMATION**

In accordance with applicable regulations and law, the Board of Education is required to approve services to students with disabilities as recommended by the Committee on Special Education.

**RECOMMENDATION**

The Board of Education has been provided with the schedule of specific recommendations for the 2018 - 2019 school year made by the Committee on Special Education for students whose ID numbers appear below. It is recommended that the Board of Education approve this schedule.

A7454	A7161	A2972	A6155	A6076	A6761
A2317	A6146	A6147	A0793	A4586	A8946
A4054	A9299	A2478	B3072	B0166	B6191
B5996	B3323	B6311	B8606	B9365	B4833
B0072	B4909	10681	B0880	B3765	10629
B4446	C5484	C1333	C0748	C0139	10685
C7322	C6285	C4643	C0614	C1453	D4116
D4533	D1001	D2463	E1259	E6666	E7130
E4683	E5398	E0042	E1429	E5250	E1365
F3703	F5854	10251	F0081	F1646	F1902
F0214	G1136	G8296	G3435	G0374	G3737
G0869	G2323	10608	G8446	10207	10280
10455	G0081	10136	G1539	G9010	10375
5908	10095	H0309	4664	H0616	H3154
H2944	H7776	H6058	H0255	H7860	I6324
4966	J1597	4855	K1001	10708	K1433
K0976	K5030	K8360	10338	K4343	4779
K2811	K3113	10245	K8862	K3733	K0703
K5980	4854	4853	L2914	L3462	4656
4703	L5475	L5680	L5660	L4622	L6951
L4053	L5250	L0177	M3693	M6645	M6053
M6987	M0765	M1495	M5335	M4845	M1302
M3386	M0964	M9793	M1604	M0881	M0880
M1036	M2450	M0046	M6395	M6737	10310
N0931	N5141	N7664	N4887	N5557	O3065

July 5, 2018

**COMMITTEE ON SPECIAL EDUCATION RECOMMENDATIONS**

10109	O4175	O3538	P6040	P1599	P6622
P2498	P6710	P6756	10149	R7998	R1093
10531	R6336	R8125	R7761	10284	R2521
R1064	10627	R0145	R1554	R5026	R1372
R6963	R3987	S5244	10493	10162	S7440
S9271	S0335	S9553	S0524	S2476	S2348
4804	S7512	S1595	S3962	S5256	S3104
S1151	S1154	S0286	T1514	T1513	T1422
T4484	10077	V4583	V9452	V6006	V7452
4652	W4858	W0420	W1731	W8109	W8929
W1618	W8546	Y9340	Y2253	Y0462	10056
Y2092	Z1489	4690	Z9827	Z0169	Z7308
Z9922	Z5038	Z7175	Z3003		

July 5, 2018

**COMMITTEE ON PRESCHOOL SPECIAL EDUCATION RECOMMENDATIONS**

**INFORMATION:**

In accordance with applicable regulations and law, the Board of Education is required to approve services to students with disabilities as recommended by the Committee on Preschool Special Education.

**RECOMMENDATION:**

The Board of Education has been provided with the schedule of specific recommendations for the 2017 – 2018 school year made by the Committee on Preschool Special Education for students whose ID numbers appear below. It is recommended that the Board of Education approve this schedule.

B6299	C0139	D4116
D9271	D4363	D2463
A5938	E6666	E1365
F5456	G8296	G3435
C8140	J9090	H5690
H3154	H6826	H3688
H6712	K7129	K1953
L5755	L3462	M3693
M2380	M1036	S7043
B1650	N7808	D7808
K4175	P5018	R1513
R3699	S8677	S3484
S0286	T4942	Y3387
Z5772	Z0169	

July 5, 2018

**COMMITTEE ON PRESCHOOL SPECIAL EDUCATION RECOMMENDATIONS**

**INFORMATION:**

In accordance with applicable regulations and law, the Board of Education is required to approve services to students with disabilities as recommended by the Committee on Preschool Special Education.

**RECOMMENDATION:**

The Board of Education has been provided with the schedule of specific recommendations for the 2018 – 2019 school year made by the Committee on Preschool Special Education for students whose ID numbers appear below. It is recommended that the Board of Education approve this schedule.

A1101	A6869	A5717
N0519	B6299	A6477
B6477	N9801	B1928
C6602	D9271	E0520
G0869	G2050	C8140
H7169	H5690	H6709
B7853	N7788	J2406
K3073	J7129	S7129
K3240	L5755	L3053
E8311	S1360	P5666
R1513	R3699	S8677
S0087	S9858	Z9391