

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

**HEMPSTEAD PUBLIC SCHOOLS
BOARD OF EDUCATION
ANNUAL REORGANIZATION MEETING
JULY 2, 2018
MINUTES**

The annual reorganization meeting of the Hempstead Public Schools Board of Education was held in the high school auditorium, 201 President Street, Hempstead, New York 11550. The meeting was called to order at 7:14 P.M. All of the Trustees were present.

Trustee Spleen nominated Trustee Johnson for President. The nomination was seconded by Trustee Ayala. The vote was called.

Trustee Ayala	YES
Trustee Spleen	YES
Trustee Johnson	YES
Trustee Stith	YES
Trustee Gates	YES

*****Nomination Carried LaMont E. Johnson, President**

Trustee Ayala nominated Trustee Gates for Vice President, Trustee Gates respectfully declined the nomination.

Trustee Johnson nominated Trustee Ayala for vice President, the nomination was seconded by Trustee Stith.

Trustee Ayala	YES
Trustee Spleen	YES
Trustee Johnson	YES
Trustee Stith	YES
Trustee Gates	YES

*****Nomination Carried Carmen Ayala, Vice President**

The District Clerk administered the oath of office to the President and the Vice President. The remaining Trustees, Gates, Spleen and Stith received the oath of office. The meeting was then handed over to the President. The proceeded to review and vot the reorganization agenda.

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

Trustee Stith moved, seconded by Trustee Johnson to approve the appointment of the District Clerk.

1. APPOINTMENTS OF BOARD OF EDUCATION STAFF

**RESOLVED, that the Board of Education make the following appointments:
DISTRICT CLERK**

- a. RESOLVED, that the Board of Education APPOINTS Patricia Wilson-Wright as District Clerk for the 2018-2019 school year at the annual rate of pay of \$91,207 plus 40 hours.**

MOTION YES 5
To appoint the District Clerk

MOTION CARRIED

The attorney, John Sheahan administered the oath of office to the District Clerk.

Trustee Johnson moved, seconded by Trustee Ayala to approve the consent calendar with the exception of the items moved, to executive session (1 f, g, h, k, l & m, 2 b, c, f, 4 a, 12e, h)

MOTION YES 5
To approve the
consent calendar

MOTION CARRIED

Trustee Ayala moved, seconded by Trustee Spleen to convene to executive session at 8:25 P.M. to discuss personnel.

MOTION YES 5
To convene to
executive session

MOTION CARRIED

DISTRICT TREASURER

- b. RESOLVED, that the Board of Education APPOINTS Donna Squiccirano as the District Treasurer for the 2018-2019 school year with an annual salary of \$25,000.**

ST-3 PREPERATION

- d. RESOLVED, that the Board of Education APPOINTS Keeping the Books to prepare and file all state aide documents for the 2018-2019 school year at an hourly rate of \$140.00 not to exceed 30 hours.**

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

DEPUTY TREASURER

- e. **RESOLVED**, that the Board of Education **APPOINTS** Alvin McDaniel as Deputy District Treasurer for the 2018-2019 School Year, with no additional compensation above his regular salary. When the District Treasurer is absent, the Deputy District Treasurer will perform the duties of the District Treasurer.

INTERNAL AUDITOR

MOVED TO EXECUTIVE SESSION

- f. The Board of Education **DiArchangelo** as the **Internal Auditor** for the 2018-2019 school year for 90 days until RFP'S are reviewed at an annual pro-rated rate not to exceed \$36,500.00. All reports are to be given directly to the Board and the Audit Committee.

EXTERNAL AUDITOR

MOVED TO EXECUTIVE SESSION

- g. The Board of Education **APPOINTS EFPR** group as the **External Auditor** for the 2018-2019 school year for 90 days until RFP'S are reviewed at an annual pro-rated rate not to exceed \$43,000.00

CLAIMS AUDITOR

MOVED TO EXECUTIVE SESSION

- h. The Board of Education **APPROVES Cerini & Associates** as **Claims Auditor** for the 2018-2019 school year for 90 days until RFP'S are reviewed at an annual pro-rated salary of \$63,000.

COMMITTEES

COMMITTEES PULLED

- i. **RESOLVED**, that the Board of Education approves the function of the Audit Committee to carry out the duties as mandated by the New York State Education Department for the 2018-2019 school year. The Committee shall consist of five members of the Board of Education.

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

CONSULTING ACCOUNTANT

- j. **RESOLVED**, that the Board of Education **appointed at a prior meeting** Book Smart to perform the accounting services for the 2018-2019 school year, Sr. Consultants \$145/hr, Managers \$180/hr., Sr. Managers \$205/ hr.

GENERAL COUNSEL

MOVED TO EXECUTIVE SESSION

- k. **RESOLVED**, that the Board of Education **APPOINTS Guercio & Guercio** as General Counsel for the Board of Education, for 90 days until RFP'S are reviewed with a retainer of **\$ 67,500** for the 2018-2019 fiscal year. Any additional work of the attorneys shall be paid at an hourly rate of **\$ 230.00 for all attorneys**. (Letter of agreement will be on file).

LABOR COUNSEL

MOVED TO EXECUTIVE SESSION

- l. **RESOLVED**, that the Board of Education **APPOINTS The Scher Law Firm**, as Labor Counsel to the Board of Education for the 2018-2019 school year with a retainer of **\$ 67,500 per annum** for the 2018-2019 fiscal year. Any additional work of the attorneys shall be paid at an hourly rate of **\$ 230.00 for all attorneys**. (Letter of agreement will be on file)

SPECIAL COUNSEL

MOVED TO EXECUTIVE SESSION

- m. **RESOLVED**, that the Board of Education appoints the Chandler Law Firm as Special Counsel for 90 days until RFP'S are reviewed with a retainer of **\$ 67,500** for the 2018-2019 fiscal year. Any additional work of the attorneys shall be paid at an hourly rate of **\$ 230.00 for all attorneys**. (Letter of agreement will be on file).

BORROWING ATTORNEY

- n. **RESOLVED**, that the Board of Education **APPOINTS** the firm of **Hawkins, Delafield & Wood** to handle the legal aspects of the district borrowing, Tax Anticipation Notes, Revenue Anticipation Notes, Serial Bonds, Bond Anticipation

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

Notes as may be necessary, for the 2018-2019 fiscal year. Basic Bond fee will be \$5,750.00. (Letter of Agreement is on file)

FISCAL ADVISORS

- o. **RESOLVED**, that the Board of Education **APPROVES** Capital Market Advisors for the handling of all fiscal aspects of the districts borrowing : TANS, RANS, at a rate of \$5,900 for Serial Bonds, Bond Anticipation Notes as may be necessary for the 2018-2019 fiscal year. Basic cost is \$9,500 if services are provided.

SCHOOL PHYSICIAN

- p. **RESOLVED**, that the Board of Education **APPOINTS** Dr. Suanne Kowal-Connelly to provide **HEALTH SERVICES** for students at an annual rate of **\$55,000.00** for the 2018-2019 school year
- q. **RESOLVED**, that the Board of Education approve to appoint of Dr. Michelle Reid as the staff physician for the 2018-2019 school year at an annual rate of \$55,000.

PUBLIC RELATIONS FIRM

MOVED TO EXECUTIVE SESSION

- r. **RESOLVED**, that the Board of Education approve Gotham as the public relations firm for the district for the 2018-2019 school year at an annual fee of \$60,000.

2. OTHER APPOINTMENT AND DESIGNATIONS

CENTRAL TREASURER

- a. **RESOLVED**, that the Acting Superintendent recommends the **appointment of** the principal and or a designee of each respective school as **signators** for the various Student Activities Funds. The signature of the District Treasurer, shall be placed on each card, with the authority to sign in place of any of these persons in emergency situations. In all instances, however, two signatures shall be required. The following is a list of all the school principals and or a designee who are signators for the Student Activities Funds in the District;

BE IT FURTHER RESOLVED, that the Central Treasurers shall be guided by all stipulations found in Policy #5252, including that when cash is collected, it shall be deposited daily with the District Treasurer.

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

SCHOOL
ABGS Middle
Hempstead High

PRINCIPAL/ DESIGNEE
Adrian Manuel
Stephen Strachan

COMPLIANCE OFFICER

MOVED TO EXECUTIVE SESSION

- b. **RESOLVED**, that the Board of Education **APPROVES** the Acting Superintendent's recommendation to **appoint** Dr. Rodney Gilmore as Title IX Compliance Officer for the 2018-2019 school year.

RECORDS ACCESS OFFICER

MOVED TO EXECUTIVE SESSION

- c. **RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to appoint Alvin McDaniel as the records officer for the 2018-2019 school year at an annual compensation of \$7,500 (F.O.I.L. Officer)

PURCHASING AGENT

- d. **RESOLVED**, that the Board of Education **APPROVES** the Acting Superintendent's recommendation to **designate and appoint Keith Halop as PURCHASING AGENT** for the Hempstead School District for the 2018-2019 fiscal year, in accordance with the regulations of the Commissioner of Education.

DEPUTY PURCHASING AGENT

- e. **RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to appoint Alvin McDaniel as the Deputy Purchasing Agent for the 2018-2019 school year.

RECORDS MANAGEMENT OFFICER

MOVED TO EXECUTIVE SESSION

- f. **RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to appoint Alvin McDaniel as the records management officer for the 2018-2019 school year.

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

ASBESTOS DESIGNEE & DOL PUBLIC WORKS COMPLIANCE OFFICER

- g. **RESOLVED**, that the Board of Education **APPROVES** the Acting Superintendent's recommendation to **appoint J. C. Broderick & Company as the Asbestos Designee and Department of Labor Public Works Compliance Officer** for the 2018-2019 school year.

3. SIGNATORS

AUTHORIZED SIGNATURES

- a. **RESOLVED**, that the **School Lunch Reports** shall be signed by the Acting Superintendent of Schools or his/her designee.
- b. **RESOLVED**, that the **Federal and State Projects Reports**, CSE and CPSE Reports shall be signed by the Superintendent of Schools & the Assistant Acting Superintendent in charge of oversight for the Special Education oversight.
- c. **RESOLVED**, that audit and monitoring compliance reports shall be signed by the Acting Superintendent of Schools or his/her designee.

4. DESIGNATIONS

DESIGNATIONS OF DEPOSITORIES

MOVED TO EXECUTIVE SESSION

- a. **RESOLVED**, that Bank of America be designated as **depository of the General Fund** of the District and that all withdrawals from this account shall be made upon checks or facsimile signature of the District Treasurer.
- b. **RESOLVED**, that Bank of America be designated as **disbursement account of the General Fund** of the District and that all withdrawals of funds from this account be made upon checks signed by the physical signature or facsimile signature of the District Treasurer.
- c. **RESOLVED**, that Bank of America be designated as **depositor of the Payroll Account** and that all withdrawals of funds of the District from this account be made upon checks signed by the physical signature or the facsimile signature of the District Treasurer.
- d. **RESOLVED**, that Bank of America be designated as **depository of the Trust & Agency Fund Account** of the School District which withholding account includes

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

all payroll deductions which the District is responsible for forwarding on a quarterly, monthly or payroll period basis.

BE IT FURTHER RESOLVED, that the **District Treasurer** shall be empowered either by physical signature or facsimile signature to sign the checks of such fund without further action of the Board.

- e. **RESOLVED**, that TD Bank be designated as **depository of the Hempstead High School Extra Class Activities Fund**
- f. **RESOLVED**, that TD Bank be designated as **depository of the Elementary and Middle Schools Extra Class Activities Funds**.
- g. **RESOLVED**, that TD Bank be designated as depository of the **Capital Fund Account** of the District and that all withdrawals from this account shall be made upon checks or drafts signed by the physical signature or facsimile of the District Treasurer.
- h. **RESOLVED**, that TD Bank be designated as **depository for the School Lunch Fund Account** of the District and that all withdrawals of funds are to be made upon checks or drafts signed by the physical signature or facsimile signature of the **District Treasurer** and/or designee as per Board resolution, after said withdrawals have been approved by Board Action.
- i. **RESOLVED**, that TD Bank be designated as **depository for the Federal Aid Fund** under the Elementary and Secondary Education Act (ESEA) of 1965 and that all withdrawals of funds are to be made upon checks or drafts signed by the physical signature or facsimile signature of the District Treasurer.
- j. **RESOLVED**, that the District Treasurer is authorized to invest district funds in **Certificates of Deposit or other investments** as authorized by state law to maximize investment income and security of principal for the district.
- k. **BE IT FURTHER RESOLVED**, that the District Treasurer is authorized to invest district funds with the following banks:
 - A) TD Bank
 - B) BNY Mellon
 - C) Capitol One
 - D) Bank of America
 - E) Flushing
 - F) US Bank

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

GRANTS

5. **RESOLVED**, that the Acting Superintendent of schools and or his/her designee is authorized to **apply for grants from State, Federal and independent sources.**
BE IT FURTHER RESOLVED, that the Acting Superintendent of Schools may authorized solicitation of other grants by staff, so long as the process established by the Assistant Superintendent of Business is followed.

SCHOOL BOARD MEETINGS

6. **RESOLVED** that the **Work Study and Regular Meetings** of the Board of Education will be held as per the attached calendar, or as otherwise designated. Additional meetings will be at the discretion of the Board of Education. There will be one scheduled meeting for the month of July and August.

MEMBERSHIPS

APPROVED AS AMENDED IN BOLD ITALICS

7. **RESOLVED**, that the Board of Education and the Acting Superintendent shall have membership in the following organizations: ***provided that the Board may add other organization in the future with board action.***
- a. NYS School Boards Association
 - b. Nassau-Suffolk School Boards Association
 - c. National Alliance of Black School Educators
 - d. R.E.F.I.T. (Reform Educational Finance Inequities Today)
 - e. National School Boards Association
 - f. National Caucus of Black School Board Members
 - g. N.A.B.E.-National Association of Bilingual Educators
 - h. S.A.B.E- State Association of Bilingual Educators

8. **CONFERENCES**

BOARD OF EDUCATION

APPROVED AS AMENDED IN BOLD ITALICS

- A. **RESOLVED**, that the following resolutions are in effect for the 2018-2019 school year relative to attendance at conferences: ***provided that the Board may add other organization in the future with board action.***

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

RESOLVED, that the members of the Board of Education may request approval from the Board to attend and participate in conferences, workshops and seminars sponsored by the following organizations for the 2018-2019 school year:

- 1). New York State School Boards Association
- 2). National School Boards Association
- 3). National Caucus of Black School Board Members
- 4). National Alliance of Black School Educators, Inc.
- 5). American Association of School Administrators
- 6). N.A.B.E.-National Association of Bilingual Educators
- 7). S.A.B.E- State Association of Bilingual Educators
- 8). N.Y.S.C.B.S.B.M.-New York State Caucus of Black School Board Members

All requests to attend a conference, seminar, etc., must be given to the attention of the District Clerk at least 30 days prior to the event. Board members who attend conferences will prepare a report and present same to the Board at a public meeting. Requests to attend a conference, workshop, etc., sponsored by an organization other than those listed above must be brought to the Board along with a full explanation of how attendance at this event will benefit the district and the role of the Board member. The decision on the request rests with the Board.

Any Board member who attends a listed conference or is granted approval to attend a non listed conference, workshop, etc., shall be required to comply with Policies #2522 Educational Travel Expense and Reimbursement, and #6665 District Issued Credit Cards. No Board members will be registered to attend a new conference if he or she has not reconciled all previously attended conference, workshop, etc., with the District Clerk. Conference air fare, conference registration and hotel accommodations shall be put on the District's Credit Card. No other conference expenses shall appear on the hotel bill or the credit card. Board members can request a cash advance or choose to use their own personal funds within the guidelines as set forth in policy #6830. All school board member's training will be recorded on the training matrix for the school year.

ACTING SUPERINTENDENT OF SCHOOLS

- B. RESOLVED**, that the Acting Superintendent of Schools may request approval from the Board to attend and participate in conferences, workshops and seminars sponsored by the following organizations, and other organizations and Universities sponsoring/offering Superintendent's training or preparation for the 2018-2019 school year.

- 1). American Association of School Administrators
- 2). New York State School Boards Association

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

- 3). National School Boards Association
- 4). National Caucus of Black School Board Members
- 5). National Alliance of Black School Educators, Inc.
- 6). Urban Superintendents Association
- 7). Long Island Association of Superintendent's
- 8). National Association of Staff Development
- 9). New York State Council of School Superintendents
- 10). ASCD

The Superintendent must make a request to attend a conference, seminar, etc. of the Board at least 30 days prior to the event. In making a decision to grant approval, the Board will consider the state of affairs in the district and the impact the absence of the Superintendent would have during this time. Requests to attend a conference, workshop, etc., sponsored by an organization other than those listed above must be brought to the Board along with a full explanation of how attendance at this event will benefit the district. The final decision on the request rests with the Board. All expenses for a prior conference will be filed and recorded before a new one is scheduled. The Superintendent's conference air fare, conference registration and hotel accommodations may be put on the District's Credit Card. No other conference expenses shall appear on the hotel bill or the credit card. All reimbursable expenses shall comply with the guidelines as set forth in policy #6830.

FACULTY AND STAFF

- C. **RESOLVED**, the Board of Education recognizes the value of training at out-of-district conferences and workshops, and encourages participation in such events. To have a conference request considered, staff will follow the steps defined in Policy #9282 which includes the principal or immediate supervisor considering the time requested to be out of the district and the cost of replacing staff during this absence; considering the location of where the conference is being held, and if there is more than one site, determining which one is closest and most economical to the district; and reviewing the conference program to verify the relevance of the topics to the staff member's responsibility in the district.

OFFICIAL NEWSPAPERS

9. **RESOLVED**, that the Board of Education authorizes as official newspapers for the school district for the publication of financial reports for the 2017-2018 fiscal year and for publication of bids and all legal notices that may be necessary for the 2018-2019 school year, **La Noticia, Beacon, Newsday, and NY Times.**

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

PAYROLL CERTIFICATION

- 10. RESOLVED**, that the Acting Superintendent of Schools shall certify the payroll for the 2018-2019 fiscal year.

BUDGET TRANSFERS

- 11. RESOLVED**, that the Acting Superintendent of Schools, as Chief School Officer, is designated and authorized to **approve budgetary transfers** up to the amount of \$5,000.00 without seeking approval from the Board. Amount exceeding \$5,000.00 shall require prior approval by the Board consistent with Board Policy #6150, all transfers made by the Superintendent shall be reported to the Board as an information item at the meeting following the transfer of funds.

12. OTHER ITEMS

POLICIES

- a. RESOLVED**, that the Board of Education approves to continue all policies in effect during the 2017-2018 school year for the 2018-2019 school year;

BE IT FURTHER RESOLVED, that during the 2018-2019 school year, committees will be convened to perform complete reviews on the following policies:

**5300 Code of Conduct
5100 Student Attendance
0110 Sexual Harassment
5181 Closed Campus
8130 Schools Safety Plans
5405 Wellness Policy**

MILEAGE

- b. RESOLVED**, that the district allow **mileage reimbursement** in accordance with the rates established by the IRS for the 2018-2019 fiscal year and Education Law §2118. Effective July 1, 2018 the rate has been set at .54 cents per mile.

WORKER'S COMPENSATION THIRD PARTY ADMINISTRATOR

- c. RESOLVED**, that the Board of Education **ACCEPTS** the Acting Superintendent's recommendation to **appoint** Wright Risk Management as the third party administrator for the district's SEL-Funded for Workers' Compensation Program and the broker of record for all carriers for securing excess Workers' Compensation.

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

BONDING OF PERSONNEL

- d. **RESOLVED**, that all personnel of the District shall be bonded under "Public Employee Dishonesty" coverage with a limit of \$100,000 and that the "Treasurer and Deputy Treasurer" shall also be covered under "Excess Employee Dishonesty" coverage with a limit of \$1,000,000.

RISK MANAGEMENT THIRD PARTY ADVISOR

MOVED TO EXECUTIVE SESSION

- e. **RESOLVED**, that the Board of Education approve the Acting Superintendent's recommendation to appoint Broadshire/ Crawford as the District's Risk Management Third Party Advisor for the 2018-2019 school year at the same annual rate as the 2017-2018 school year.

ENVIRONMENT CONSULTANT

- f. **RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** JC BRODERICK AND COMPANY as the District's Environmental Consultant 2018-2019 School Year. (Air quality testing only paid when services are rendered)

403 (B) THIRD PARTY ADVISOR

- g. **RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the Omni Group as the District's 403 (b) Third Party Advisor for the 2018-2019 School Year.

INVESTMENT POLICY

APPROVED AS AMENDED IN BOLD ITALICS

- h. **RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to formally review the existing Investment Policy #6240, originally adopted by the Board of Education on July 11, 2001, and to approve that the policy shall remain in effect for the 2018-2019 School Year.

Please note: individual review and re-adoption of the District's Investment Policy must be done annually at the Reorganization Meeting as required by the provisions of Chapter 708 of the Laws of 1992. ***Subject to amendment upon review.***

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

CELL PHONE POLICY

- i. **RESOLVED**, as required by District policy, the Acting Superintendent hereby reports at the Annual Reorganization Meeting to the Board of Education that the following employees have been issued District cell telephones: **Acting Superintendent of Schools, Superintendent's Secretary, Board of Education, District Security Patrol, and the Supervisor of School Security.** (Trustees Gates, Stith & Acting Superintendent declined telephones)

13. SCHEDULE FOR INSPECTION OF SCHOOL FACILITIES

RESOLVED, that the following Board of Education Members conduct an inspection of school facilities for the 2018-2019 school year:

<u>BUILDING</u>	<u>BOARD MEMBER</u>
a. HIGH SCHOOL	Trustee Spleen
b. HIGH SCHOOL ANNEX	Trustee Ayala
c. ABGS MIDDLE SCHOOL	Trustee Johnson
d. FRONT STREET	Trustee Stith
e. JOSEPH MCNEIL	Trustee Gates
f. DAVID PATERSON	Trustee Gates
g. PROSPECT KINDERGARTEN CENTER	Trustee Johnson
h. JACKSON MAIN	Trustee Stith
i. JACKSON ANNEX	Trustee Spleen
j. BARACK OBAMA	Trustee Ayala
k. MARSHALL	Trustee Stith

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

GENERAL BUDGET TAX LEVY

14. RESOLVED, that the 2018-2019 voter approved budget of \$215,075,440 for the necessary claims and expenditures in Hempstead UFSD (#1) in the town of Hempstead, amounting to:

	\$ 215,075,440	School Purpose
	\$ -0-	Library Purpose
Total	\$ 215,075,440	is hereby accepted and approved

RESOLVED, that the amount which must be raised by taxation (Tax Levy) for the 2018-2019 General Fund Budget is \$75,934,370 for the Hempstead UFSD (#1) of the Town of HEMPSTEAD, Nassau County, New York. The taxes to be levied shall be upon the taxable property of the said school district as said property has been certified by the Board of Assessors for the school year 2018-2019 and amount to:

	\$ 75,934,370	School Purpose
	\$ -0-	Library Purpose
Total	\$75,934,370	is hereby accepted and approved

15. RESOLVED, that the District Clerk of this School District be and she 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 the resolutions with the

TANS

Nassau County Legislature and the Board of Assessors, Mineola, New York, on or before August 15th, 2018.

RESOLVED, BY THE BOARD OF EDUCATION OF HEMPSTEAD UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF NASSAU, NEW YORK, AS FOLLOWS:

Tax Anticipation Notes (herein called "Notes") of Hempstead Union Free School District, in the County of Nassau, New York (herein called "District"), in the principal amount of not to exceed \$35,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law").

Trustee Ayala moved, seconded by Trustee Stith to reconvene to open session at 12:33 A.M.

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

MOTION

YES 5

MOTION CARRIED

To reconvene to
open session

Trustee Gates moved, seconded by Trustee Stith to approve the Internal, External & Claims Auditors.

INTERNAL AUDITOR

- f. The Board of Education **DiArchangelo** as the **Internal Auditor** for the 2018-2019 school year for 90 days until RFP'S are reviewed at an annual pro-rated rate not to exceed \$36,500.00. All reports are to be given directly to the Board and the Audit Committee.

EXTERNAL AUDITOR

- g. The Board of Education **APPOINTS EFPR** group as the **External Auditor** for the 2018-2019 school year for 90 days until RFP'S are reviewed at an annual pro-rated rate not to exceed \$43,000.00

CLAIMS AUDITOR

- h. The Board of Education **APPROVES Cerini & Associates** as **Claims Auditor** for the 2018-2019 school year for 90 days until RFP'S are reviewed at an annual pro-rated salary of \$63,000.

MOTION

YES 5

MOTION CARRIED

Internal, externa, &
claims auditors approved

Trustee Gates moved, seconded by Trustee Ayala to approve attorneys as amended all for the 2018-2019 school year.

GENERAL COUNSEL

- k. **RESOLVED**, that the Board of Education **APPOINTS Guercio & Guercio** as General Counsel for the Board of Education, ~~for 90 days until RFP'S are reviewed~~ with a retainer of **\$ 67,500** for the 2018-2019 fiscal year. Any additional work of the attorneys shall be paid at an hourly rate of **\$ 230.00 for all attorneys**. (Letter of agreement will be on file).

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

LABOR COUNSEL

- I. RESOLVED**, that the Board of Education **APPOINTS The Scher Law Firm**, as Labor Counsel to the Board of Education for the 2018-2019 school year with a retainer of **\$ 67,500 per annum** for the 2018-2019 fiscal year. Any additional work of the attorneys shall be paid at an hourly rate of **\$ 230.00 for all attorneys**. (Letter of agreement will be on file)

SPECIAL COUNSEL

- m. RESOLVED**, that the Board of Education appoints the Chandler Law Firm as Special Counsel ~~for 90 days until RFP'S are reviewed~~ with a retainer of **\$ 67,500** for the 2018-2019 fiscal year. Any additional work of the attorneys shall be paid at an hourly rate of **\$ 230.00 for all attorneys**. (Letter of agreement will be on file).

MOTION

YES 5

MOTION CARRIED

To approve attorneys
for the 2018-2019 school year

Trustee Gates moved, seconded by Trustee Ayala to appoint the public relations firm as amended in bold italics.

PUBLIC RELATIONS FIRM

MOVED TO EXECUTIVE SESSION

- f. RESOLVED**, that the Board of Education approve Gotham as the public relations firm for the district ***at a monthly fee of \$5,000.00 and issue RFP's.*** ~~2018-2019 school year at an annual fee of \$60,000.~~

MOTION

YES 5

MOTION CARRIED

To appoint PR firm
as amended

Trustee Gates moved, seconded by Trustee Ayala to approve the appointment of the Compliance Office, Records Access Officer and Records Management Office as indicated.

RE-ORGANIZATION MEETING, JULY 2, 2018 MINUTES

COMPLIANCE OFFICER

- b. **RESOLVED**, that the Board of Education **APPROVES** the Acting Superintendent's recommendation to **appoint** Dr. Rodney Gilmore as Title IX Compliance Officer for the 2018-2019 school year.

RECORDS ACCESS OFFICER

- c. **RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to appoint Alvin McDaniel as the records officer for the 2018-2019 school year at an annual compensation of \$7,500 (F.O.I.L. Officer)

RECORDS MANAGEMENT OFFICER

- f. **RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to appoint Alvin McDaniel as the records management officer for the 2018-2019 school year.

MOTION **YES 5**
To approve appointment
of Compliance, Records Access
and Records Management Officers

MOTION CARRIED

Trustee Stith moved, seconded by Trustee Ayala to approve the designation of depositories.

4. DESIGNATIONS

DESIGNATIONS OF DEPOSITORIES

- a. **RESOLVED**, that Bank of America be designated as **depository of the General Fund** of the District and that all withdrawals from this account shall be made upon checks or facsimile signature of the District Treasurer.
- b. **RESOLVED**, that Bank of America be designated as **disbursement account of the General Fund** of the District and that all withdrawals of funds from this account be made upon checks signed by the physical signature or facsimile signature of the District Treasurer.
- c. **RESOLVED**, that Bank of America be designated as **depositor of the Payroll Account** and that all withdrawals of funds of the District from this account be made upon checks signed by the physical signature or the facsimile signature of the District Treasurer.

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

- d. **RESOLVED**, that Bank of America be designated as **depository of the Trust & Agency Fund Account** of the School District which withholding account includes all payroll deductions which the District is responsible for forwarding on a quarterly, monthly or payroll period basis.

BE IT FURTHER RESOLVED, that the **District Treasurer** shall be empowered either by physical signature or facsimile signature to sign the checks of such fund without further action of the Board.

- e. **RESOLVED**, that TD Bank be designated as **depository of the Hempstead High School Extra Class Activities Fund**
- f. **RESOLVED**, that TD Bank be designated as **depository of the Elementary and Middle Schools Extra Class Activities Funds**.
- g. **RESOLVED**, that TD Bank be designated as depository of the **Capital Fund Account** of the District and that all withdrawals from this account shall be made upon checks or drafts signed by the physical signature or facsimile of the District Treasurer.
- h. **RESOLVED**, that TD Bank be designated as **depository for the School Lunch Fund Account** of the District and that all withdrawals of funds are to be made upon checks or drafts signed by the physical signature or facsimile signature of the **District Treasurer** and/or designee as per Board resolution, after said withdrawals have been approved by Board Action.
- i. **RESOLVED**, that TD Bank be designated as **depository for the Federal Aid Fund** under the Elementary and Secondary Education Act (ESEA) of 1965 and that all withdrawals of funds are to be made upon checks or drafts signed by the physical signature or facsimile signature of the District Treasurer.
- j. **RESOLVED**, that the District Treasurer is authorized to invest district funds in **Certificates of Deposit or other investments** as authorized by state law to maximize investment income and security of principal for the district.
- k. **BE IT FURTHER RESOLVED**, that the District Treasurer is authorized to invest district funds with the following banks:

- A) **TD Bank**
- B) **BNY Mellon**
- C) **Capitol One**

**RE-ORGANIZATION
MEETING, JULY 2, 2018
MINUTES**

- D) Bank of America
- E) Flushing
- F) US Bank

MOTION

YES 5

MOTION CARRIED

To approve designation
of depositories

Trustee Stith moved, seconded by Trustee Johnson to approve risk management as amended in bold italics.

RISK MANAGEMENT THIRD PARTY ADVISOR

MOVED TO EXECUTIVE SESSION

- e. **RESOLVED**, that the Board of Education approve the Acting Superintendent's recommendation to appoint Broadshire/ Crawford as the District's Risk Management Third Party Advisor for **90 days** at the same annual rate as the 2017-2018 school year.

MOTION

YES 5

MOTION CARRIED

To risk management
as amended

The Board proceeded to the regular meeting agenda after completion of the reorganization agenda. See July 2, 2018 regular meeting agenda for all further action and adjournment of the meeting.

Respectfully submitted:

Patricia Wright
District Clerk

BOARD OF EDUCATION WORK STUDY AND REGULAR MEETING SCHEDULE
2018 – 2019 SCHOOL YEAR



2018

July 2.....	Re-Organization
July 26.....	Regular Meeting
August 30.....	Regular meeting
September 13.....	Work Study
September 27.....	Regular Meeting
October 11.....	Work Study
October 24	Regular Meeting
November 8.....	Work Study
November 15.....	Regular Meeting
December 13.....	Work Study
December 20.....	Regular Meeting

2019

January 10.....	Work Study
January 17.....	Regular Meeting
February 7.....	Work Study
February 14	Regular Meeting
March 14.....	Work Study
March 21.....	Regular Meeting
April 11.....	Regular Meeting
May 9.....	Work Study
May 14.....	Budget Hearing
May 21.....	Annual Budget Vote & Election
May 23.....	Regular Meeting
June 13.....	Work Study
June 20.....	Regular Meeting

IMPORTANT NOTES:

- BOE members will be attending the NYSSBA Annual Conference on 10/25/18; therefore, regular meeting will be on 10/24/18.
- School Closed from 4/18/19 to 4/26/19; therefore, there will be only one meeting in April 2019.

EXTRACT OF MINUTES

**Meeting of the Board of Education of
Hempstead Union Free School District,
in the County of Nassau, New York.**

July 2, 2018

*** * ***

A regular meeting of the Board of Education of Hempstead Union Free School District, in the County of Nassau, New York, was held in said School District, on July 2, 2018, at _____7_____ o'clock P.M. (Prevailing Time).

**There were present: Lamont E. Johnson, President of the Board of Education,
and Carmen Ayala, David Gates, Patricia Spleen & Randy Stith**

Also present: Patricia W. Wright, District Clerk

*** * ***

**Board Member Lamont Johnson_____ offered the following
resolution and moved its adoption:**

**TAX ANTICIPATION NOTE RESOLUTION OF HEMPSTEAD
UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED
JULY 3, 2018, AUTHORIZING THE ISSUANCE OF NOT TO
EXCEED \$35,000,000 TAX ANTICIPATION NOTES IN
ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED
FOR THE FISCAL YEAR ENDING JUNE 30, 2019**

**RESOLVED BY THE BOARD OF EDUCATION OF HEMPSTEAD UNION
FREE SCHOOL DISTRICT, IN THE COUNTY OF NASSAU, NEW YORK, AS FOLLOWS:**

Section 1. Tax Anticipation Notes (herein called "Notes") of Hempstead Union Free School District, in the County of Nassau, New York (herein called "District"), in the principal amount of not to exceed \$35,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law").

Section 2. The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2018 and ending June 30, 2019, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

(b) The Notes shall mature within the period of one year from the date of their issuance.

(c) The Notes are not issued in renewal of other notes.

(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute tax certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall

be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

The adoption of the foregoing resolution was seconded by Board Member Carmen Ayala and duly put to a vote on roll call, which resulted as follows:

AYES: 5

NOES: 0


The resolution was declared adopted.

DISTRICT CLERK'S CERTIFICATE

I, Patricia W. Wright, being the duly appointed and acting District Clerk of Hempstead Union Free School District, in the County of Nassau, State of New York, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the Board of Education of said District duly called and held on July 2, 2018, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said Board of Education and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relates to the subject matters referred to in said extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said District this 3rd day of July, 2018.

(SEAL)


District Clerk