

EAST ROCKAWAY UNION FREE SCHOOL DISTRICT
East Rockaway, New York
Organizational Meeting of the Board of Education
7:30 P.M., July 2, 2013, East Rockaway Jr./Sr. High School

MINUTES

Present: Members of the Board of Education: Linda Schmidt, Patti Nicoletti, John Giannotti, Jr.; Superintendent, Dr. Roseanne Melucci; and Director of Finance and Operations, Marcy Tannenbaum; District Clerk, Denise Lobascio

Absent: Kristin Ochtera, Neil Schloth

1. The meeting was called to order by Linda Schmidt at 7:30 pm and the Pledge of Allegiance was led by Patti Nicoletti.
2. The swearing in of Patti Nicoletti for 2013-2016 was performed by the District Clerk.
3. Upon motion by Patti Nicoletti, seconded by Linda Schmidt and unanimously approved Kristin Ochtera was elected as Board of Education President for the 2013-2014 school year.
4. Upon motion by Linda Schmidt, seconded by John Giannotti, Jr., and unanimously approved, Patti Nicoletti was elected as Vice President of the Board of Education for the 2013-2014 school year.
5. Upon motion by Linda Schmidt, seconded by Patti Nicoletti, and unanimously approved, John Giannotti, Jr. was elected as Secretary of the Board of Education for the 2013-2014 school year.
6. The swearing in of the Board of Education Officers, Patti Nicoletti and John Gianotti, Jr., was performed by the District Clerk.
7. Swearing in of District Clerk was performed by Patti Nicoletti.
8. Upon motion by Linda Schmidt, seconded by John Giannotti, Jr. and unanimously approved the following employees were appointed as Officers of the District:

District Clerk.....	Denise Lobascio
Acting District Treasurer	Vincent D'Amico
Deputy District Clerk.....	Marcy Tannenbaum
Deputy District Treasurer	President of the Board of Education
District Tax Collector	Vincent D'Amico

9. The swearing in of District Officers, with the exception of the Deputy District Treasurer, was performed by the District Clerk.
10. Upon motion by Linda Schmidt, seconded by John Giannotti, Jr. the minutes of the June 11, 2013 minutes were unanimously approved.

11. Acknowledge Receipt of Financial Reports – May 2013

12. Acknowledge Receipt of Correspondence - Two

Upon motion by Linda Smith, seconded by John Giannotti, Jr. the following items #13 – 49 were unanimously approved:

13. District Standing Committee Liaisons:

Budget Advisory Committee/Fiscal.....John Giannotti/ Linda Schmidt
Drug and Alcohol Committee.....John Giannotti
Education FoundationKristin Ochtera
PolicyBoard of Education
Super PTA.....Kristin Ochtera

14. Board of Education Liaisons:

Curriculum & StandardsLinda Schmidt
Health & Safety.....Patricia Nicoletti
Legislation & Government RelationsNeil R. Schloth.
Pupil PersonnelPatricia Nicoletti

15. Approve the following appointments:

Asbestos Designee.....Anthony Quercia
Attendance Officer, Centre Avenue School.....Alice Calabrese
Attendance Officer, ERHSMarilyn Brekke
Attendance Officer, Rhame Avenue SchoolReneé Duncan
Attendance Officer, St. Raymond’s SchoolPatricia Woloszyn
Extra Classroom Activities Central TreasurerMarilyn Von Braunsberg
Insurance Consultant.....NYSIR
Records Access Officer.....Marcy Tannenbaum
Records Management OfficerMarcy Tannenbaum
School PhysicianRichard Addes, D.O.
Title IX Officer.....Debra LoVerde, Ed.D.
504 Hearing Officers.....See Attachment “A”
Medicaid Compliance OfficerVincent D’Amico
Dignity Act Coordinators.....Maureen Schutta
James O’Driscoll
Mona Hecht
Laura Guggino
Timothy Silk
M. Denise Winter

16. Approve the appointment of Frazer and Feldman, LLP, as General Counsel, in accordance with the terms of an agreement dated July 1, 2013.

17. Approve the appointment of Committee Members to District CSE

ChairpersonDebra LoVerde, Ed.D.
 Alternate ChairpersonsBarbara Gerber, Tina Smith and Peter Mancuso
 Special Education Teacher.....(teacher of the child)
 PhysicianRichard Addes, D.O.
 School PsychologistBarbara Gerber
 School PsychologistTina Smith
 School PsychologistPeter Mancuso
 Parent of Child
 Parent Member
 General Education Teacher

18. Approve the appointment of Parent Members for District CSE

Theresa Devlin
 William Muller
 Maria Riley
 Jill Russo

19. Approve the appointment of Committee Members to District CPSE

ChairpersonDebra LoVerde, Ed.D.
 Alternate ChairpersonsTina Smith and Peter Mancuso
 Special Education Provider.....(teacher of child; service provider)
 PhysicianRichard Addes, D.O.
 General Education Teacher.....(teacher of child)
 School PsychologistTina Smith
 School PsychologistPeter Mancuso
 Parent of Child
 Parent Member

20. Approve the appointment of Parent Members for District CPSE

Theresa Devlin
 William Muller
 Maria Riley
 Jill Russo

21. Approve the appointment of Theresa Devlin to serve as the Surrogate Parent.

22. Designate the following depositories for District funds:

Capital One Bank

23. Designate the following newspapers as newspapers for the publication of school district legal notices:

“Oceanside, Rockville Centre, East Rockaway Tribune”
“The Lynbrook East Rockaway Herald”
“Newsday Media Group, Inc.”

24. Designate the use of the IRS mileage reimbursement rate to compensate employees and board members for use of personal vehicle for district business.
25. Designate Capital Markets Advisors, LLC as District Fiscal Advisors.
26. Designate Hawkins, Delafield and Wood as Bond Counsel.
27. Designate Nawrocki Smith LLP as Internal Auditor.
28. Designate R.S. Abrams & Co. LLP as External Auditor.
29. Designate Deans Archer & Co., CPA as Claims Auditor.
30. Designate JAG Architect as Architect.
31. Designate Giambalvo, Giammarese & Stalzer as Special Education State Reporting Consultant.
32. Designate Insight Environmental Inc. as Environmental Consultants.
33. Designate Omni Financial Group as the third party administrator of 403(b) and 457 plans.
34. Designate the day and time of regular Board of Education meeting dates as more fully set forth on Attachment “B”
35. Authorize the President of the Board of Education and the District Clerk to execute and file with the Office of the Receiver of Taxes, Town of Hempstead, New York, the Certification for the School District Treasurer and banking information for wiring funds.
36. Authorize the Superintendent of Schools to certify payroll for the 2013-2014 school year.
37. Authorize, in the absence of the Superintendent of Schools, the Director of Finance & Operations to certify payroll for the 2013-2014 school year.
38. Authorize the President of the Board of Education to certify the District annual payroll to the Civil Service Commission.
39. Authorize the Director of Finance & Operations to serve as the school district purchasing agent.
40. Authorize the Superintendent of Schools in the absence of the Director of Finance & Operations to serve as purchasing agent.
41. Authorize the Board President to sign the contract with BOCES for services for the 2013-2014 school year.

42. Authorize the Board President, Superintendent and Director of Finance and Operations to sign contracts with the lowest responsible bidders for transportation services and other commodities and services as appropriate.
43. Authorize, in the absence of the President of the Board of Education, the Vice President of the Board of Education to be the presiding officer of meetings and further authorize the Vice President of the Board of Education to execute any and all documents in the absence of the Board President, upon which the Board has taken action.
44. Authorize the attendance at conferences, conventions and workshops by members of the Board of Education and Superintendent during the 2013-2014 school year.
45. Authorize the Superintendent to approve the attendance at conferences, conventions and workshops of district employees during the 2013-2014 school year.
46. Authorize the Superintendent to apply for grants during the 2013-2014 school year.
47. Authorize the Following Petty Cash Funds:

East Rockaway High School.....	Doreen Johnson.....	\$100
Centre Avenue School	Maria Treglia	\$100
Rhame Avenue School.....	Antonella Keane.....	\$100
Pupil Personnel (ERHS)	Ellen Blumlein	\$100
District Office (Business Office)	Denise Lobascio.....	\$100
District Office (Board of Education)	Mary Volino.....	\$100
Curriculum and Technology	Linda Jarmel.....	\$100
Food Service	TBD.....	\$100
After School Program	Sheri Hummel	\$100
Custodial Office	Kathleen Keating	\$100

48. Authorize the Following Persons to Sign Checks:

TBD.....	District Treasurer
Roseanne C. Melucci	Superintendent through July 31, 2013
Lisa Ruiz	Superintendent, effective August 1, 2013
Vincent D'Amico	Assistant Business Manager and Acting District Treasurer
Kristin Ochtera or successor	President, Board of Education East Rockaway UFSD
Marilyn VonBraunsberg	Extra Classroom Activities Central Treasurer

49. Authorize the Superintendent of Schools to approve budget transfers in an amount not to exceed \$5,000.

50. Action Agenda

A. Personnel Items

Upon motion by Linda Schmidt, seconded by John Giannotti, Jr. the following items # 1-11 were unanimously approved:

1. Upon the recommendation of the Superintendent, accept the following resignation(s):
 - a. Frances Scannapieco, from her probationary science teacher position, effective June 30, 2013
 - b. Kathryn Klock-Walker, from her positions as permanent substitute teacher, ALPSS teacher, and coach, effective June 30, 2013
 - c. Susan Kemmet, from the position of Senior Typist Clerk, 10 month, effective June 30, 2013
 - d. Vivian Zhang, from the position of District Treasurer, effective June 30, 2013
2. Upon the recommendation of the Superintendent, accept, with regret, for the purpose of retirement the resignation of Charlene Fried from her position as food service manager effective June 30, 2013.
[confirm date with RCM]
3. Upon the recommendation of the Superintendent, approve the following permanent substitute teacher appointments, effective October 1, 2013, through June 26, 2014, at the per diem salary established by the East Rockaway Board of Education on the non-contractual salary schedule for the 2013-2014 school year.

Bethany Kinkaid	East Rockaway Jr/Sr High School
Laura Bruzzo.....	East Rockaway Jr/Sr High School
Clare Marco	East Rockaway Jr/Sr High School
Cindy Dower.....	Rhame Avenue
Angela Bond	Centre Avenue
Dana Zingale.....	Centre Avenue

4. Upon the recommendation of the Superintendent, approve the appointment of Michelle Mahlstadt to the position of leave replacement teaching assistant, effective August 29, 2013, through June 30, 2014, at the Step 2 annual salary established by the East Rockaway Teachers Association contract for teaching assistants for the 2013-2014 school year.
5. Upon the recommendation of the Superintendent, approve the appointment of Timothy Lamb to the position of leave replacement special education teacher, effective August 29, 2013, through January 31, 2014, at the prorated MA, Step 1 annual salary established by the East Rockaway Teachers Association contract for the 2013-2014 school year.
6. Upon the recommendation of the Superintendent, approve the continuation of Peter Mancuso to the position of leave replacement school psychologist, effective August 29, 2013, through January 31, 2014, at the prorated MA, Step 2 (plus stipend) annual salary established by the East Rockaway Teachers Association contract for the 2013-2014 school year.

7. Upon the recommendation of the Superintendent, approve the appointment of Randi Bender-Murphy to the position of leave replacement school social worker, effective August 29, 2013, through January 31, 2014, at the prorated MA, Step 1 annual salary established by the East Rockaway Teachers Association contract for the 2013-2014 school year.
8. Upon the recommendation of the Superintendent, approve the revised fall coaching assignments more fully set forth on the 2013-2014 Fall Coaching Schedule at the stipended salary set forth in the East Rockaway Teachers Association contract for the 2013-2014 school year.
9. Upon the recommendation of the Superintendent, approve the appointment of Giuseppina Buglione, to the position of monitor, effective September 3, 2013, at the Step 1 hourly salary set forth in the East Rockaway Food Service and Monitor Union contract for monitors for the 2013-2014 school year.
10. Upon the recommendation of the Superintendent, approve the following temporary assignments upon the terms and conditions established by the East Rockaway Board of Education: None
11. Upon the recommendation of the Superintendent, approve the continuation of the “emergency, conditional” personnel appointments for the following individuals pending receipt of notification of their fingerprint clearance from the State of New York, Department of Education: None

B. Other Items

Upon motion by Linda Schmidt, seconded by John Giannotti, Jr. the following items # 1-20 were unanimously approved:

1. Approve the admission of the following students to attend the East Rockaway Public Schools for the Special Education Summer 2013 Program and authorize the President of the Board of Education to execute the tuition agreements between the Board of Education of East Rockaway UFSD and the Board of Education of the sending school districts:
 - a. Lynbrook student, I.D. No. 99990079
 - b. Lynbrook student, I.D. No. 20220959
 - c. Lynbrook student, I.D. No. 20220072
 - d. Lynbrook student, I.D. No. 20211468
 - e. Valley Stream District 13 student, I.D. No. 083110001
 - f. Freeport student, I.D. No. 1000452
2. Approve the tuition agreement with United Cerebral Palsy Association of Nassau County, Inc. for two (2) students, Student ID No. 180005897 and 180005184 for the period July 1, 2013, through June 30, 2014, and authorize the President of the Board of Education to execute the contract on behalf of the East Rockaway Board of Education.

3. Approve the participation in cooperative bids for:
 - athletic equipment reconditioning (LIMCPG)
 - custodial and facility items - Rockville Centre Cooperative
 - food service
 - automotive supplies, materials, parts and services – Long Beach UFSD
 - services provided by Nassau BOCES
 - investigative services
 - services provided by Suffolk BOCES
 - ED Data
4. Approve the East Rockaway UFSD Comprehensive District-Wide School Safety Plan.
5. Approve the free and reduced lunch program income eligibility schedule for the 2013-2014 school year.
6. Approve the contract with WE Transport Inc. for summer 2013 transportation services and authorize the Director of Finance and Operations to execute the contracts on behalf of the East Rockaway Board of Education.
7. Approve the Resolution Agreement with the U.S. Department of Education, New York Office for Civil Rights, Case No. 02-13-1232 and authorize the Superintendent of Schools to execute the agreement on behalf of the East Rockaway Board of Education.
8. Approve the following vendors for the 2013-2014 school year for the services indicated and authorize the President of the Board of Education to execute the resulting service contracts:

	Vendor	Service
1	C-BIZ Evaluation Group LLC	Valuation & License Agreement
2	Parkway Exterminating	Pest Control Services/Termite Management
3	Capital Computers/Harris School Solutions	WinCap Financial Software
4	Capital Markets Advisors, LLC	Financial Advisory Services
5	Deans Archer & Co, CPA	Internal Claims Auditor
6	Dr. James Tolle	Hearing Officer / Superintendent Hearings
7	Richard Addes, D.O.	School Physician
8	Frazer & Feldman	General Counsel
9	Giambalvo, Giammarese & Stalzer	Special Education State Reporting Consultants
10	LICADD	Employee Assistance Program Drug, Alcohol, Counseling
11	Nawrocki Smith LLP	Internal Auditors
12	Omni Financial Group	403b and 457 management services

13	RCP Consultants, Inc.	Professional Development for NCLB Grant
14	Royal Waste Services, Inc.	Recycling
15	RS Abrams & Co LLP	External Auditor
16	Scarsdale Security Systems	Building Security
17	Schindler Elevator	Elevator Repair Service
18	Village of Lynbrook	Fuel
19	Progressive Waste Management	Rubbish Removal and Recycling
20	GCN	Dignity Act Training

9. Approve the following resolution:

Whereas, the following service providers for Tax Shelter Annuities are approved by the Board of Education:

SERVICE PROVIDERS	TYPE OF PLAN
ING/Aetna Opportunity Plus	403b
Equitable Life Assurance	403b
Fidelity Retirement Services	403b
Legend Service Corporation	403b
Mutual Financial Services	403b
Travelers	403b
NYS Deferred Compensation Plan	457

BE IT RESOLVED, the employees who work 1000 hours in a school year or expect to work 1000 hours in an ensuing school year are eligible to make contributions to a tax deferred annuity under IRS code 403b or 457.

10. Approve the following resolution for purpose of adopting coverage provided by §18 of the New York State Public Officers Law.

BE IT RESOLVED, that the Board of Education of the East Rockaway School District hereby adopts the coverage provided by §18 of the New York State Public Officers law for the following job titles: members of the board of education, the superintendent of schools, the director of finance and operations, the director of pupil personnel services, the director of curriculum and technology and the director of facilities. The adoption of this provision is intended to supplement and not supplant the protection available to such employees by virtue of already existing statutory provisions or other sources. Such coverage shall include, but not be limited to, being called to testify as a witness or to answer questions concerning their acts or omissions within the scope of their office, agency or employment before a Grand Jury, the Office of the District Attorney, or other law enforcement official. Nothing herein contained shall be construed to authorize or require defense or indemnification to a member of the board of education, the superintendent of schools, the director of finance and operations, the director of pupil personnel services, the director of curriculum and technology and the director of facilities, who has been identified as a defendant in a pending criminal prosecution, or

where such individual or the school district has reason to believe that such individual is a target in a criminal investigation or prosecution by the Office of the District Attorney or other law enforcement entity. This benefit shall not be available to and shall not cover any employee serving in any of the job titles listed herein who is represented for collective bargaining purposes by a duly designated collective bargaining agent unless and until such coverage is negotiated with the collective bargaining agent representing said employee. The superintendent or her designee shall take steps necessary to obtain insurance protection against the potential liability to the district arising out of the adoption of this provision.

11. Accept a donation from Stop & Shop A+ School Rewards Program in the sum of \$432.30 and authorize an increase to budget code A 2110-450-03-0000.
12. Accept a donation from the Junior Honor Society for Living Lab supplies in the amount of \$200.00 and increase budget code A 2110-450-01-0030.

13. Approve the purchase of the following textbooks:

Bedford/St Martins; *Ways of the World: A Global History with Sources for AP*;
Boston/New York; Copyright 2013

14. Declare obsolete for the purpose of disposal and/or recycling the following books:

Quantity	Title	Publisher	Copyright
50	English, Grade 5	Houghton Mifflin	1986
52	English, Grade 3	Houghton Mifflin	1986
50	Reading, Grade 4	Macmillan/McGraw Hill	2005

15. Declare obsolete for purpose of disposal the equipment more fully set forth on the List of Equipment for Disposal dated June 12, 2013.
16. Approve the terms of the Letter Agreement dated June 7, 2013, between the Board of Education of the East Rockaway Union Free School District and the East Rockaway Teachers Association for the employment of a school social worker currently on a child rearing leave of absence to render services as needed on a per diem basis to students in the aftermath of Hurricane Sandy and authorize the Superintendent of Schools to execute the Letter Agreement on behalf of the East Rockaway Board of Education.
17. Approve the contract with Environmental Services, Inc. for the collection of used cooking oil during the 2013-2014 school year and authorize the President of the Board of Education to execute the contract on behalf of the East Rockaway Board of Education.

18. Approve the following resolution:

BE IT RESOLVED that the President of the Board of Education is authorized to enter into agreement with the vendors more fully set forth on the Award of Bids – Food

Service 2013-2014 dated May 8, 2013 and May 29, 2013 for the East Rockaway Public Schools' Breakfast and Lunch Programs for the 2013-2014 school year.

19. Approve the following resolution:

BE IT HEREBY RESOLVED that the Board of Education of the East Rockaway Union Free School District appoints Vincent D'Amico as acting district treasurer, effective July 1, 2013, until such time as a permanent district treasurer is appointed; and

BE IT FURTHER RESOLVED that the acting district treasurer is authorized to sign checks and that the Board authorizes the use of a facsimile imprint of the signature of the acting district treasurer on district checks; and

BE IT FURTHER RESOLVED that the Board authorizes a bond in the amount of \$1,000,000 for the acting district treasurer effective July 1, 2013.

20. Approve the following resolution:

BE IT RESOLVED that the 2014 reorganizational meeting of the Board of Education shall be held on July 1, 2014.

C. Budget Transfers

1. Upon motion by Linda Schmidt, seconded by John Giannotti, Jr., the following budget transfer was unanimously approved:
 - a. Transaction No. 13-0015

Upon motion by Linda Schmidt, seconded by John Giannotti, Jr., the following items D&E were unanimously approved:

D. Approve CSE Recommendations

E. Approve CPSE Recommendations

51. Policy Matters

1. Upon motion by Linda Schmidt, seconded by John Giannotti, Jr., the following policies a&b were unanimously re-adopted:
 - a. All Current Policies and Regulations
 - b. 6240, Investments
2. Upon motion by Linda Schmidt, seconded by John Giannotti, Jr., the following policies a – d were unanimously adopted:
 - a. 5162, 5162-R, Student Dismissal Precautions and Regulation
 - b. 5210, Student Organizations
 - c. 5440.1, Student Alcohol Testing (Breathalyzer)

d. 8413, Transportation for Non-Public School Students

3. For Review (1st Review) - None

52. Superintendent's Report - none

53. Privilege of the Floor - none

54. Board Member Comments - none

55. Upon motion by Linda Schmidt, seconded by John Giannotti, Jr. and unanimously approved the meeting was adjourned at 8:06 pm.

Respectfully submitted,

Denise Lobascio
District Clerk