

***APPROVED MINUTES of the Elmont Board of Education***

REORGANIZATION MEETING  
JULY 5, 2016

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ELMONT, NEW YORK

**BOARD OF EDUCATION**

**REORGANIZATION MEETING**

Minutes of the Reorganization Meeting of the Board of Education of the Elmont Union Free School District, Town of Hempstead, Nassau County, New York, held at the Elmont Road School on Tuesday, July 5, 2016.

**BOARD MEMBERS PRESENT:** Tameka Battle-Burkett  
Michael Cantara  
Kevin Denehy  
Patrick O. Emeagwali  
Michael A. Jaime  
Anthony S. Maffea Sr.

ROLL CALL

**BOARD MEMBER ABSENT:** Raymond Sims

**ADMINISTRATIVE PERSONNEL PRESENT:**

Mr. Albert Harper	Superintendent of Schools
Mrs. Kathleen Safrey	Director of Curriculum & Instruction
Colum P. Nugent	School Attorney
Diana Delahanty	District Clerk

**ADMINISTRATIVE PERSONNEL ABSENT:**

Mrs. Stephanie Muller	Director of Pupil Personnel and Special Education
Mr. David Polizzi	Director of School Facilities & Operations

**CONSULTANT ABSENT:** Dr. Herb Brown

On a motion by Ms. Battle-Burkett, seconded by Mr. Maffea, the Board convened in Executive Session at 6:33 PM.

EXECUTIVE  
SESSION

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Ms. Battle-Burkett, the Board convened in Public Session at 8:30 PM.

PUBLIC SESSION

Motion Carried Unanimously

Ms. Delahanty, the District Clerk, called the Reorganization Meeting to order and led the Pledge of Allegiance.

PLEDGE OF  
ALLEGIANCE

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Ms. Delahanty stated that three trustees were elected to the Board of Education on May 17, 2016, Ms. Tameka Battle-Burkett, Mr. Michael Cantara and Mr. Michael A. Jaime. Ms. Tameka Battle-Burkett, Mr. Michael Cantara and Mr. Michael A. Jaime were elected for three year terms on the Elmont Board of Education, commencing July 1, 2016 and expiring June 30, 2019.

**OATH OF OFFICE**

OATH OF OFFICE  
TO TRUSTEES

Ms. Delahanty administered the Oath of Office to Ms. Tameka Battle-Burkett, Mr. Michael Cantara and Mr. Michael A. Jaime and congratulated the newly elected trustees.

**ELECTION OF OFFICERS**

ELECTION OF  
OFFICERS

Ms. Delahanty called for nominations for President of the Board of Education.

Mr. Maffea nominated Mr. Jaime for President of the Board of Education, Ms. Battle-Burkett, seconded the nomination.

PRESIDENT OF  
THE BOARD OF  
EDUCATION

There were no other nominations.

Voting on the nomination of Mr. Jaime for President:

Motion Carried Unanimously

Ms. Delahanty declared Mr. Jaime elected President of the Board of Education of the Elmont Union Free School District for the 2016-2017 school year.

Ms. Delahanty called for nominations for Vice President of the Board of Education.

VICE PRESIDENT  
OF THE BOARD  
OF EDUCATION

Mr. Jaime nominated Mr. Maffea for the office of Vice President of the Board of Education, Mr. Cantara, seconded the nomination.

There were no other nominations.

Voting on the nomination of Mr. Maffea for Vice President:

Motion Carried Unanimously

Ms. Delahanty declared Mr. Maffea elected Vice President of the Board of Education of the Elmont Union Free School District for the 2016-2017 school year.

**OATH OF OFFICE**

OATH OF  
OFFICE TO  
THE  
PRESIDENT  
AND VICE  
PRESIDENT

Ms. Delahanty administered the Oath of Office to the newly elected Board President, Mr. Jaime and the newly elected Vice President, Mr. Maffea.

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Mr. Jaime assumed the Chair and presided over the remainder of the meeting.

Mr. Jaime welcomed everyone to the July 5<sup>th</sup> Reorganization Meeting.

SEWANHAKA CENTRAL HIGH SCHOOL DISTRICT BOARD REPRESENTATION

SEWANHAKA CENTRAL  
HIGH SCHOOL DISTRICT  
BOARD  
REPRESENTATIVES  
TABLED

Mr. Jaime stated that they were tabling the vote on the Sewanhaka Central High School District Board Representatives at this time.

TABLED

On a motion by Mr. Maffea, seconded by Ms. Battle-Burkett, the Board approved the following:

APPOINTMENT OF OFFICERS:

APPOINTMENT OF  
OFFICERS FOR  
2016-2017

The Board approved the following officers for the 2016-2017 school year:

- |                           |   |                   |
|---------------------------|---|-------------------|
| Clerk of the Board        | - | Diana Delahanty   |
| District Treasurer        | - | Brian Phillips    |
| Central Registrar         | - | Sharon Woitko     |
| Deputy District Treasurer | - | Christyne Gerbasi |

OTHER APPOINTMENTS

OTHER APPOINTMENTS

The Board also appointed the following:

- |   |   |                                     |
|---|---|-------------------------------------|
| L.E.A.'s Asbestos Designee                                | - | David Polizzi                       |
| Workers Compensation<br>Third Party Administrator         | - | Wright Risk Management Company, LLC |
| Excess Workers' Compensation<br>Third Party Administrator | - | Brown & Brown of New York, Inc.     |
| Affordable Care Act<br>Administrative Services            | - | Seneca Consulting Group             |
| Financial Advisory Advisor                                | - | Capital Markets Advisor             |
| Student Medical Advisor                                   | - | Dr. Karl Friedman                   |
| Employee Medical Advisor                                  | - | LIFWHC (NuHealth)                   |
| <b>School Attorney</b>                                    | - | <b>Colum P. Nugent**</b>            |

\*\* Amendment to **Other Appointments** as follows:  
School Attorney- Colum P. Nugent no longer needs yearly approval. Mr. Nugent is a District employee.

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Unemployment Insurance Consultant	- Barnett Associates	<b>OTHER APPOINTMENTS</b>
Consulting Architect/Engineer	- H2M Architects & Engineers, Inc.	
Capital Project Owner's Representative/Clerk of the Works	- Frank Marino	
Environment Consultant	- J.C. Broderick & Associates	
Roof Consultants	- Watsky Associates	
Business Consultant	- To Be Determined	
Board of Code of Ethics	- To Be Determined	
Records Management Officer	- Fernando DeBartolo	
Bond Counsel	- Hawkins, Delafield & Wood	
403 (B) Advisor	- The Omni Group	
Third Party Administrator		
Medicaid Compliance Officer	- Helisse Palmore	

**INDEPENDENT AUDITORS**

**INDEPENDENT  
AUDITORS**

External Auditor	- Nawrocki Smith LLP (Audit of 2015/16 fiscal year)
Internal Auditor	- R.S. Abrams & Co., LLP
Claims Audit	- Denise Longobardi
GASB 45 Actuarial Consultants	- Questar3 BOCES

**District Negotiations**

**DISTRICT  
NEGOTIATIONS**

The Board approved Colum Nugent as the District negotiator.

**IMPARTIAL HEARING OFFICERS**

**IMPARTIAL HEARING  
OFFICERS**

To be selected in accordance with applicable statutes.

Others to be selected by project subject to Board approval.

The Board approved the following designations:

**OFFICIAL BANK DEPOSITORIES**

**OFFICIAL BANK  
DEPOSITORIES**

- |                        |   |
|------------------------|---|
| • MBIA Class           | Authorized for all investment funds           |
| • TD Bank*             | Authorized for all funds                      |
| • J.P. Morgan Chase    | Authorized for scholarship & payroll accounts |
| • Flushing Commercial* | Authorized for investment funds               |

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Banks shall be required to provide necessary collateral statements.

\*This depository is also designated for the wire transfer of Tax Anticipation Notes and Certificates of Deposit.

The Board also approved the following meetings:

**REGULAR MONTHLY BOARD OF EDUCATION MEETINGS FOR 2016-2017**

MONTHLY BOARD OF  
EDUCATION MEETINGS  
FOR 2016-2017

1 <sup>st</sup> Tuesday, September 6	8:00 PM	Elmont Road
1 <sup>st</sup> Wednesday, October 5	8:00 PM	Dutch Broadway
1 <sup>st</sup> Tuesday, November 1	8:00 PM	Covert Avenue
1 <sup>st</sup> Tuesday, December 6	7:30 PM	Elmont Public Library
1 <sup>st</sup> Tuesday, January 3	8:00 PM	Alden Terrace
1 <sup>st</sup> Tuesday, February 7	8:00 PM	Clara H. Carlson
1 <sup>st</sup> Tuesday, March 7	8:00 PM	Gotham Avenue
1 <sup>st</sup> Tuesday, April 4	8:00 PM	Stewart Manor
3 <sup>rd</sup> Thursday, April 20	6:30 PM	Elmont Road ( <i>BOCES Budget Vote</i> )
1 <sup>st</sup> Tuesday, May 2	8:00 PM	Clara H. Carlson
3 <sup>rd</sup> Tuesday, May 16	9:00 PM	Elmont Road ( <i>Annual Budget Vote</i> )
1 <sup>st</sup> Tuesday, June 6	7:30 PM	Dutch Broadway
1 <sup>st</sup> Wednesday, July 5	8:00 PM	Elmont Road ( <i>Reorganization</i> )
2 <sup>nd</sup> Tuesday, August 8	8:00 PM	Elmont Road

**AUDIT COMMITTEE MEETING DATES FOR 2016-2017**

AUDIT COMMITTEE  
MEETINGS FOR  
2016-2017

1 <sup>st</sup> Tuesday, October 5	6:30 PM	Dutch Broadway
1 <sup>st</sup> Tuesday, December 6	6:30 PM	Elmont Public Library
1 <sup>st</sup> Tuesday, June 6	6:30 PM	Dutch Broadway

The Board further approved the following official newspapers:

OFFICIAL NEWSPAPERS

**OFFICIAL NEWSPAPERS**

The Board also named the following newspapers as official newspapers for 2016-2017 and newspapers who may receive our “legals” in the 2016-2017 school year.

The Franklin Square/ Elmont Herald (Herald Community /Richner Communications)

New Hyde Park Illustrated (Anton/ Long Island Community Newspaper)

The Gateway/ Franklin Square Bulletin/Bulletin (Cushing Media Group, Inc.)

Newsday

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The Board also approved the following Committees on Special Education for the 2016-2017 school year:

COMMITTEE ON  
SPECIAL EDUCATION  
FOR 2016-2017

COMMITTEE ON SPECIAL EDUCATION -2016-2017 SCHOOL YEAR

1. Membership - Special Education

MEMBERSHIP  
SPECIAL EDUCATION

Stephanie Muller	Chairperson
Helisse Palmore	Chairperson Alternate
Dr. Karl Friedman	Student Medical Advisor
LIFQHC (NuHealth)	Employee Medical Advisor
Resource Room Teachers	

Special Education Teachers

Karen Green	Psychologist/Chairperson Alternate
Ewa LaSala	Psychologist/Chairperson Alternate
Dorit Brander	Psychologist/Chairperson Alternate
Taiisha Foster	Psychologist/Chairperson Alternate
Jodi Luce	Psychologist/Chairperson Alternate
Susan Sapek	Psychologist/Chairperson Alternate
Theresa Stanlewicz	Psychologist/Chairperson Alternate
Maria Tuccillo	Psychologist/Chairperson Alternate
Ruby Uliss-Pieri	Psychologist/Chairperson Alternate

Parent of the child being reviewed

General Education Teacher of the child being reviewed

Special Education Teacher of the child being reviewed

2. Membership – Preschool Special Education

MEMBERSHIP  
PRESCHOOL SPECIAL  
EDUCATION

Helisse Palmore	Chairperson
Stephanie Muller	Alternate Chairperson
Karen Green	Alternate Chairperson
Jennifer Parlante	Special Education Teacher

Special Education Teacher

Speech/Language Teachers

Resource Room Teachers

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General Education Teachers

A Representative from the evaluation agency must attend.

A Representative of the Nassau County Department of Mental Health, Office of Children with Special Needs may attend.

A Representative from Nassau County Early Intervention must attend for Eligibility Transition Meetings.

3. Membership – Sub-Committees

MEMBERSHIP  
SUB-COMMITTEES

Alden Terrace School	Taiisha Foster	Chairperson
	Maria Tuccillo	Chairperson
	Stephanie Muller	Alternate
	Shawnee Warfield	Alternate
Clara H. Carlson School	Jodi Luce	Chairperson
	Dorit Brander	Chairperson
	Stephanie Muller	Alternate
	Ken Rosner	Alternate
Covert Avenue School	Ewa LaSala	Chairperson
	Stephanie Muller	Alternate
	Mary Natoli	Alternate
Dutch Broadway School	Terry Stanlewicz	Chairperson
	Susan Sapek	Chairperson
	Stephanie Muller	Alternate
	Amy Buchanan	Alternate
Gotham Avenue School	Ruby Uliss Pieri	Chairperson
	Stephanie Muller	Alternate
	Marshall Zucker	Alternate
	Joy Levinn	Alternate
Stewart Manor School	Karen Green	Chairperson
	Stephanie Muller	Alternate
	Hope Kranidis	Alternate
	Christina DeCastro	Alternate
Pupil Personnel Office	Stephanie Muller	Chairperson
	Helisse Palmore	Alternate
	Karen Green	Alternate

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4. Membership – 504 Committees

MEMBERSHIP  
504 COMMITTEES

Alden Terrace School	Taiisha Foster Maria Tuccillo Stephanie Muller Shawnee Warfield	Chairperson Chairperson Alternate Alternate
Clara H. Carlson School	Jodi Luce Dorit Brander Stephanie Muller Ken Rosner	Chairperson Chairperson Alternate Alternate
Covert Avenue School	Ewa LaSala Stephanie Muller Mary Natoli	Chairperson Alternate Alternate
Dutch Broadway School	Terry Stanlewicz Susan Sapek Stephanie Muller Amy Buchanan	Chairperson Chairperson Alternate Alternate
Gotham Avenue School	Ruby Uliss Pieri Stephanie Muller Marshall Zucker Joy Levinn	Chairperson Alternate Alternate Alternate
Stewart Manor School	Karen Green Stephanie Muller Hope Kranidis	Chairperson Alternate Alternate
Pupil Personnel Office	Stephanie Muller Helisse Palmore Karen Green	Chairperson Alternate Alternate

AUDIOLOGICAL SERVICES FOR DEAF/HEARING IMPAIRED

AUDIOLOGICAL  
SERVICES FOR  
DEAF/HEARING  
IMPAIRED

The use of North Shore-Long Island Jewish Health System Hearing & Speech Center for the following services for the 2016-2017 school year:

1. Otological Examination - annual
2. Audiological Assessment (aided and unaided) - semi-annual
3. Hearing Aid evaluation (fitting for a new aid) - every 2 or 3 years.  
(This does not include the purchase of the hearing aid, batteries, or repairs to hearing aid.)



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4. Hearing Aid Analysis (recheck of aid) - as needed.
5. Post calibration testing. Auditory trainer calibrated to his/her hearing loss with ear molds (including the cost of ear molds).

Cost: Approximately \$600.00 per child per examination (15 students).

The foregoing motion with amendment to other appointments was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Ms. Battle-Burkett, seconded by Mr. Maffea, the Board approved/authorized the following:

The Board authorized the following for the 2016-2017 school year:

SCHOOL PURCHASING AGENT

The Board approved the following:

- |   |   |
|---|---|
| A. Diane Tool as the school purchasing agent. In the absence of Mrs. Tool, the Superintendent of Schools and/or Arlene Wong shall act as School Purchasing Agent.   | SCHOOL<br>PURCHASING AGENT                |
| B. To participate in all NYS OGS Contracts when it's deemed beneficial to the Elmont School District.   | NYS OGS<br>CONTRACTS                      |
| C. To participate in those Nassau BOCES cooperative purchasing agreements when it is deemed beneficial to the Elmont School District.   | NASSAU BOCES<br>COOPERATIVE<br>PURCHASING |
| D. To participate in the Educational Data Services, Inc. cooperative bidding program. This regional school district cooperative is used predominately for general classroom supplies and maintenance services.  | EDUCATIONAL DATA<br>SERVICES              |
| E. To participate in all Cooperative contracts of the Nassau County Director of Facilities Purchasing Consortiums.  | COOPERATIVE<br>CONTRACTS                  |
| F. To participate in other governmental or municipal contracts that have been made available for use by other governmental entities, including Elmont Union Free School District, and that have been awarded consistent with the General Municipal Law's "Best Value" provisions. | GENERAL<br>MUNICIPAL<br>CONTRACTS         |

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PURCHASING RESOLUTION

PURCHASING  
RESOLUTION

**BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board hereby authorizes the purchase and procurement of apparatus, materials, equipment and supplies and services related to the installation, maintenance or repair of such apparatus, materials, equipment and supplies, the cost of which exceeds \$20,000, on the basis of the “best value” exception to the competitive bidding requirements of the General Municipal Law, and consistent with all other applicable requirements of the General Municipal Law.

The Board further approved the following for the 2016-2017 school year:

BUDGET TRANSFERS UNDER \$5,000

BUDGET  
TRANSFERS  
UNDER \$5,000

The Board authorized the Superintendent to approve budget transfers under \$5,000 with subsequent reporting to the Board of Education.

INVESTMENT POLICY

INVESTMENT  
POLICY

In accordance with provisions of Chapter 708 of the Laws of 1992, Investment Policy #3700, originally adopted by the Board of Education on August 7, 1985 and amended on July 5, 2005 and December 13, 2011, shall be in effect for the 2016-2017 school year.

MEDICAID POLICY

MEDICAID POLICY

Medicaid Compliance Policy #1348, originally adopted by the Board of Education on September 10, 2010, shall be in effect for the 2016-2017 school year.

APPROVAL OF STAFF CONFERENCES

APPROVAL OF  
STAFF  
CONFERENCES

The Board authorized the Superintendent or designee to approve the attendance of staff to conferences.

AUTHORIZATION TO EMPLOY RETROACTIVELY

AUTHORIZATION  
TO EMPLOY  
RETROACTIVELY

The Board also authorized the Superintendent to employ, in exceptional situations, any personnel essential to the operation of the school system subject to final approval of the Board of Education.

The Board further approved the following for the 2016-2017 school year:

- Re-adoption of all Board policies in effect in 2015-2016

RE-ADOPTION OF  
BOARD POLICY

-The Mileage Reimbursement Rate (The reimbursement rate is to be the standard mileage as established by the Internal Revenue Service.)

MILEAGE  
REIMBURSEMENT

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-The District Clerk (or in her absence, the Superintendent's Secretary), be officially designated to receive summonses, petitions, and all process.

DESIGNATED  
EMPLOYEES TO  
RECEIVE  
SUMMONSES

BOARD COMMITTEES

BOARD  
COMMITTEES

Board Committees to be determined

BOARD MEMBERSHIPS

BOARD  
MEMBERSHIPS

Board Membership in the following organizations for the 2016-2017 school year:

National School Boards Association	\$ 4,165
New York State School Boards Association	\$10,477*
Nassau-Suffolk School Boards Association	\$ 3,350
New York State Caucus of Black School Board Members	\$ 400*
R.E.F.I.T.	\$ 600

\*Costs for 2015-2016 Year

RESOLUTIONS FOR CONFERENCES

RESOLUTIONS FOR  
THE BOARD,  
SUPERINTENDENT  
AND ATTORNEY  
TO ATTEND  
CONFERENCES/  
CONVENTIONS

**RESOLVED**, that members of the Board of Education, the Superintendent, the Attorney, and when requested by the Board, members of the administration may upon request, attend the National School Boards Association Conventions, New York State School Boards Association Convention and the American Association of School Administrators Convention, with appropriate expenses incurred, paid by the District.

**RESOLVED**, that members of the Board of Education, the Superintendent, when requested by the Board, members of the administration may upon request be permitted to attend meetings of the Nassau-Suffolk School Boards Association and the New York State School Boards Association with appropriate expenses incurred, paid by the District.

RESOLUTION FOR HEALTH INSURANCE PLAN

RESOLUTION FOR  
HEALTH  
INSURANCE PLAN

**RESOLVED**, that effective January 1, 2016, the District shall offer a certain health insurance plan, identified as HIP PRIME HMO- LG, to all District employees who are eligible, in accordance with the terms and conditions set forth in the Patient Protection and Affordable Care Act (42 USC 18001 et sec.), as amended by the Health and Education Reconciliation Act of 2010, with rates of payment by the District and the employee as stated in the employee's collectively bargained contract of employment.

Motion Carried Unanimously

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AMENDMENT TO SECTION VI OF THE REORGANIZATION AGENDA

AMENDMENT TO  
SECTION VI  
APPROVAL OF  
COMMITTEE OF ONE

Mr. Anthony Maffea, (Ms. Battle-Burkett if Mr. Maffea is not available), volunteered to be the Designated Board Member, as a Committee of One, on behalf of the Board regarding requests for Impartial Hearings.

On a motion by Mr. Maffea, seconded by Ms. Battle-Burkett, the Board approved Mr. Maffea as the Designated Board Member and Ms. Battle-Burkett as the alternate to serve as a Committee of One, on behalf of the Board regarding requests for Impartial Hearings.

Motion Carried Unanimously

CONCLUSION OF THE REORGANIZATION MEETING

CONCLUSION OF THE  
REORGANIZATION  
MEETING

On a motion by Mr. Maffea, seconded by Ms. Battle-Burkett, the Board concluded the Reorganization Meeting and began the Regular Meeting at 8:43 PM.

Motion Carried Unanimously

Submitted by,

August 9, 2016  
Date Approved

Diana Delahanty  
District Clerk