

APPROVED MINUTES of the Elmont Board of Education

REORGANIZATION MEETING
JULY 8, 2021

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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, was held the Elmont Road School on Thursday, July 8, 2021. The Board was in-person, and the meeting was livestreamed.

BOARD MEMBERS PRESENT:

Dr. Tameka Battle-Burkett
Dr. Michael Cantara
Tiffany Capers
Sharon Earley Davis
Nancy Garlick
Michael A. Jaime
Anthony S. Maffea Sr.

ROLL CALL

ADMINISTRATIVE PERSONNEL PRESENT:

Kenneth Rosner	Superintendent of Schools
Dr. Wellinthon Garcia	Director of Curriculum & Instruction
David Spinnato	Director of Curriculum-Technology
Audrey Cabbell	Director of Pupil Personnel and Special Education
Fernando DeBartolo	Director of Technology
Stephen Valente	Director of Facilities
Colum P. Nugent	School Attorney
Diana Delahanty	District Clerk

CONSULTANT PRESENT:

Thomas W. Galante

On a motion by Mr. Maffea, seconded by Dr. Cantara, the Board convened in Executive Session at 6:00 PM.

EXECUTIVE
SESSION

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Dr. Battle-Burkett, the Board reconvened in Public Session at 7:30 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

Ms. Delahanty stated that two trustees were elected to the Board of Education on May 18, 2021, Ms. Sharon Earley Davis and Ms. Nancy Garlick. Ms. Earley Davis and Ms. Garlick were elected for three-year terms on the Elmont Board of Education, commencing July 1, 2021 and expiring June 30, 2024.

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OATH OF OFFICE

OATH OF OFFICE TO
MS. EARLEY DAVIS
AND MS. GARLICK

Ms. Delahanty administered the Oath of Office to Ms. Earley Davis and Ms. Garlick and welcomed them to the Board.

ELECTION OF OFFICERS

ELECTION OF
OFFICERS

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

Mr. Maffea nominated Michael A. Jaime for the office of President of the Board of Education, seconded by Dr. Cantara. There were no other nominations for President.

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 2021-2022 school year.

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

Ms. Garlick nominated Dr. Tameka Battle-Burkett for the office of Vice President of the Board of Education, seconded by Mr. Maffea. There were no other nominations.

Voting on the nomination of Dr. Battle-Burkett for Vice President:

Motion Carried Unanimously

Ms. Delahanty declared Dr. Battle-Burkett elected Vice President of the Board of Education of the Elmont Union Free School District for the 2021-2022 school year.

OATH OF OFFICE

OATH OF OFFICE TO
THE PRESIDENT AND
VICE PRESIDENT

Ms. Delahanty administered the Oath of Office to the re-elected Board President, Mr. Jaime and the re-elected Vice President, Dr. Battle-Burkett.

Ms. Delahanty turned the meeting over to Mr. Jaime at 7:45 PM. Mr. Jaime assumed the Chair and presided over the remainder of the meeting.

Mr. Jaime welcomed everyone to the July 8th meeting where we have our regular meeting and our reorganization meeting. Mr. Jaime thanked his colleagues on the Board for their continued confidence in him and Dr. Battle-Burkett to lead the Board.

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SEWANHAKA CENTRAL HIGH SCHOOL DISTRICT BOARD REPRESENTATION

SEWANHAKA CENTRAL
HIGH SCHOOL DISTRICT
BOARD
REPRESENTATION

Mr. Jaime asked for a nomination to appoint representatives to the Sewanhaka Central High School District Board of Education.

Mr. Maffea nominated Michael A. Jaime and Dr. Tameka Battle-Burkett to represent the Elmont Union Free School District Board of Education on the Sewanhaka Central High School District Board. No other nominations. Dr. Cantara seconded the nomination.

Voting on the nomination of Mr. Jaime and Dr. Battle-Burkett as Elmont representatives on the Sewanhaka Central High School Board:

Motion Carried Unanimously

Mr. Jaime and Dr. Battle-Burkett were declared representatives on the Sewanhaka Central High School Board of Education.

On a motion by Mr. Maffea, seconded by Ms. Capers, the Board approved the following:

APPOINTMENT OF OFFICERS:

APPOINTMENT OF
OFFICERS FOR
2021-2022

The Board approved the following officers for the 2021-2022 school year:

Clerk of the Board	-Diana Delahanty
District Treasurer	-Lori Carrick
Central Registrar	-Sharon Voitko
Deputy District Treasurer	-Christyne Gerbasi
Technology Officer	-Fernando DeBartolo

The Board authorized the signature of the District Treasurer on all school district checks and the signature of the Deputy Treasurer in the absence of the District Treasurer and authorized the signature of the Superintendent as required for all checks that exceed \$25,000.

Motion Carried Unanimously

On a motion by Dr. Battle-Burkett, seconded by Ms. Garlick, the Board approved the following appointments:

OTHER APPOINTMENTS

L.E.A.'s Asbestos Designee	- Stephen Valente
Workers Compensation Third Party Administrator	- Wright Risk Management Company, LLC
Excess Workers' Compensation Insurance Agent	- Wright Risk Management Company, LLC

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Affordable Care Act Administrative Services	- Seneca Consulting Group	OTHER APPOINTMENTS
Financial Advisory Advisor	- Capital Markets Advisor	
Student Medical Advisor	- Dr. Karl Friedman	
Employee Medical Advisor	- Dr. Karl Friedman	
Consulting Architect/Engineer	- H2M Architects & Engineers, Inc.	
Capital Project Owner's Representative/Clerk of the Works	- Frank Marino	
Environment Consultants	- J.C. Broderick & Associates	
Roof Consultants	- Watsky Associates	
Business Consultant	- Thomas W. Galante, LLC	
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	
Vision Insurance Carrier	-NYSUT	
Student Accident Insurance Broker	-JJ Stanis (Pupil Benefits)	
Property & Casualty Insurance Carrier	-NYSIR (New York Schools Insurance Reciprocal)	
Life Insurance & Long-Term Disability Insurance Broker	-Brown & Brown (The Hartford)	
Accounting Services	- Keeping Your Books -Milagros Alt	
Medicaid Cost Reporting	-Zycron Industries	
Flexible Spending Account Admin.	-JJ Stanis	
Fixed Asset Inventory Services	-CBIZ Valuation Group LLC	

INDEPENDENT AUDITORS

**INDEPENDENT
AUDITORS**

External Auditor	- Nawrocki Smith LLP (Audit of 2021-2022 fiscal year)	
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Internal Auditor - R.S. Abrams & Co., LLP
Internal Claims Auditor - Denise Longobardi
GASB Actuarial Consultants - Questar III BOCES

INDEPENDENT AUDITORS

IMPARTIAL HEARING OFFICERS

To be selected in accordance with applicable statutes.

Others to be selected by project subject to Board approval.

Dr. Michael Cantara volunteered to serve as a Designated Board Member, a Committee of One, on behalf of the Board, regarding requests for Impartial Hearings.

COMMITTEE OF ONE ON
BEHALF OF THE BOARD

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

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Dr. Cantara, the Board approved the following:

OFFICIAL BANK DEPOSITORIES

OFFICIAL BANK
DEPOSITORIES

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

Banks shall be required to provide necessary collateral statements.

*These depositories are also designated for the wire transfer of Tax Anticipation Notes and Certificates of Deposit.

REGULAR MONTHLY BOARD OF EDUCATION MEETINGS FOR 2021-2022

BOARD OF EDUCATION
MEETING DATES FOR
2021-2022

The Board approved the Board of Education Meeting dates for the 2021-2022 school year.

2 nd Tuesday	September 14	8:00 PM	Elmont Road
1 st Tuesday	October 5	8:00 PM	Dutch Broadway
2 nd Tuesday	November 9	8:00 PM	Covert Avenue
1 st Tuesday	December 7	7:30 PM	Clara H. Carlson
2 nd Tuesday	January 11	8:00 PM	Alden Terrace
1 st Tuesday	February 1	8:00 PM	Elmont Road
1 st Tuesday	March 1	8:00 PM	Gotham Avenue
1 st Tuesday	April 5	8:00 PM	Stewart Manor

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4 th Tuesday	April 26	6:30 PM	Elmont Road (<i>BOCES Budget Vote</i>)
1 st Tuesday	May 3	8:00 PM	Clara H. Carlson
3 rd Tuesday	May 17	9:00 PM	Elmont Road (<i>Annual Budget Vote</i>)
1 st Tuesday	June 7	7:30 PM	Dutch Broadway
1 st Tuesday	July 5	8:00 PM	Elmont Road (<i>Reorganization</i>)
1 st Tuesday	August 3	8:00 PM	Elmont Road

**BOARD OF EDUCATION
MEETING DATES FOR
2021-2022**

AUDIT COMMITTEE MEETING DATES FOR 2021-2022

**AUDIT COMMITTEE DATES
FOR 2021-2022**

The Board also approved the Audit Committee dates for the 2021-2022 school year:

1 st Tuesday	October 5	6:30 PM	Dutch Broadway
1 st Tuesday	June 7	6:30 PM	Dutch Broadway

OFFICIAL NEWSPAPERS

OFFICIAL NEWSPAPERS

The Board also named the following newspapers as official newspapers for the 2021-2022 school year, (newspapers who may receive our “legals” in the 2021-2022 school year).

- The Franklin Square/ Elmont Herald (Herald Community /Richner Communications)
- New Hyde Park Illustrated (Anton/ Long Island Community Newspaper)
- Newsday (when permitting)

COMMITTEE ON SPECIAL EDUCATION FOR THE 2021-2022 SCHOOL YEAR

**COMMITTEE ON
SPECIAL EDUCATION
2021-2022**

Membership- Special Education

**MEMBERSHIP- SPECIAL
EDUCATION**

Audrey Cabbell	Chairperson
Helisse Palmore	Chairperson Alternate
Dr. Karl Friedman	Student Medical Advisor
Resource Room Teachers	
Special Education Teachers	
Dorit Brander	Psychologist/Chairperson Alternate
Jill Connolly	Psychologist/Chairperson Alternate
Victoria Catechis	Psychologist/Chairperson Alternate
Karen Green	Psychologist/Chairperson Alternate
Johanna Lemoine	Psychologist/Chairperson Alternate
Jodi Luce	Psychologist/Chairperson Alternate
Theresa Stanlewicz	Psychologist/Chairperson Alternate
Erica Dubow	Psychologist/Chairperson Alternate
Tyler Shatesky	Psychologist/Chairperson Alternate
Giovanna Hervey	Psychologist/Chairperson Alternate
Elizabeth Adams	Psychologist/Chairperson Alternate
Parent of the child being reviewed	
General Education Teacher of the child being reviewed	

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Special Education Teacher of the child being reviewed
ENL Teacher of the child being reviewed

COMMITTEE ON
SPECIAL EDUCATION
2021-2022

Membership – Preschool Special Education

MEMBERSHIP- PRE-
SCHOOL SPECIAL
EDUCATION

Helisse Palmore	Chairperson
Audrey Cabbell	Alternate Chairperson
Karen Green	Alternate Chairperson
Special Education Teacher	
Speech/Language Teachers	
Resource Room Teachers	
General Education Teachers	
ENL 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.

Membership – Sub-Committees

MEMBERSHIP SUB-
COMMITTEES

Alden Terrace School	Dorit Brander	Chairperson
	Erica Dubow	Chairperson
	Audrey Cabbell	Alternate
	Shawnee Warfield	Alternate
Clara H. Carlson School	Johanna Lemoine	Chairperson
	Jill Connolly	Chairperson
	Victoria Catechis	Chairperson
	Audrey Cabbell	Alternate
	Stacia Walfall	Alternate
Covert Avenue School	Giovanna Hervey	Chairperson
	Tyler Shatesky	Chairperson
	Audrey Cabbell	Alternate
	Mary Natoli	Alternate
Dutch Broadway School	Terry Stanlewicz	Chairperson
	Elizabeth Adams	Chairperson
	Audrey Cabbell	Alternate
	Cynthia Qasim	Alternate
Gotham Avenue School	Jodi Luce	Chairperson

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	Audrey Cabbell William Mingo	Alternate Alternate	MEMBERSHIP SUB- COMMITTEES
Stewart Manor School	Karen Green Audrey Cabbell Amanda Sagnelli Christina DeCastro	Chairperson Alternate Alternate Alternate	
Pupil Personnel Office	Audrey Cabbell Helisse Palmore Karen Green	Chairperson Alternate Alternate	
Membership – 504 Committees			MEMBERSHIP- 504 COMMITTEES
Alden Terrace School	Dorit Brander Erica Dubow Audrey Cabbell Shawnee Warfield	Chairperson Chairperson Alternate Alternate	
Clara H. Carlson School	Johanna Lemoine Jill Connolly Victoria Catechis Audrey Cabbell Stacia Walfall	Chairperson Chairperson Chairperson Alternate Alternate	
Covert Avenue School	Giovanna Hervey Tyler Shatesky Audrey Cabbell Mary Natoli	Chairperson Chairperson Alternate Alternate	
Dutch Broadway School	Terry Stanlewicz Elizabeth Adams Audrey Cabbell Cynthia Qasim	Chairperson Chairperson Alternate Alternate	
Gotham Avenue School	Jodi Luce Audrey Cabbell William Mingo	Chairperson Alternate Alternate	
Stewart Manor School	Karen Green Audrey Cabbell Amanda Sagnelli Christina DeCastro	Chairperson Alternate Alternate Alternate	
Pupil Personnel Office	Audrey Cabbell Helisse Palmore Karen Green	Chairperson Alternate Alternate	

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AUDIOLOGICAL SERVICES FOR DEAF/HEARING IMPAIRED

AUDIOLOGICAL
SERVICES FOR DEAF/
HEARING IMPAIRED

The use of Northwell Health Hearing and Speech Center (formerly known as North Shore-Long Island Jewish Health System Hearing & Speech Center) for the following services for the 2021-2022 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.)
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 (10 students).

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

Motion Carried Unanimously

On a motion by Ms. Earley Davis, seconded by Dr. Battle-Burkett, the Board approved the following:

SCHOOL PURCHASING AGENT

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 Andrew Plant shall act as School Purchasing Agent.
- B. To participate in all NYS OGS Contracts when it's deemed beneficial to the Elmont School District.
- C. To participate in those Nassau BOCES cooperative purchasing agreements when it is deemed beneficial to the Elmont School District.
- 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.

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- E. To participate in all Cooperative contracts of the Nassau County Director of Facilities Purchasing Consortiums.
- 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.

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.

RESERVE FUNDS/LIMITS

RESERVE FUNDS/
LIMITS

The Board authorized 2021-2022 Reserve Funds/Limits as follows:

Workers Compensation Reserve Fund, funded by transfer(s) of unrestricted fund balance with a funding level that shall equal the amount of Incurred Workers Compensation Claims outstanding at fiscal year-end then updated quarterly, which shall not exceed \$2,000,000; and,

Workers Compensated Absences Liability Account, in an amount equal to the amount owed to employees (plus FICA) for compensated absences, which shall not exceed \$4,500,000; and,

Retirement Contribution Reserve Fund, funded by transfer(s) of unrestricted fund balance in the amount of \$3,326,187 for Employees Retirement and \$2,317,143 for Teachers Retirement, as of June 30, 2021, to be updated during fiscal year 2021-2022, as per Board Policy.

BUDGET TRANSFERS UNDER \$5,000

BUDGET
TRANSFERS UNDER
\$5,000

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

BILLABLE HOURS

BILLABLE HOURS

The Board authorized the Superintendent to approve billable hours for consultants when exceeding the agreed upon amount with subsequent reporting to the Board of Education.

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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, shall be in effect for the 2021-2022 school year.

MEDICAID POLICY

MEDICAID POLICY

Medicaid Compliance Policy #1348, originally adopted by the Board of Education on 9/10/10, shall be in effect for the 2021-2022 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 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.

PAYMENT RATE FOR ADMINISTRATORS (PRINCIPALS/ASS'T PRINCIPALS)

PAYMENT RATE
FOR
ADMINISTRATORS

RESOLVED, that the Board approve Administrators to be paid at their contractual hourly/ daily rate when working or supervising approved work performed beyond the normal school day. This authorization shall be effective beginning July 1, 2021 and continue until June 30, 2022.

SPECIAL COUNSEL

SPECIAL COUNSEL

RESOLVED, the Board of Education Hereby appoints the Law Office of Guercio & Guercio, LLP, and Mulholland, Minion, Davey, McNiff & Beyrer, to serve as Special Counsel with regard to payments-in-lieu-of-taxes, and other matters as requested by and at the direction of the District's General Counsel, as per contract.

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

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Ms. Capers, the Board also approved the following:

USE OF DISTRICT CREDIT CARDS

USE OF DISTRICT
CREDIT CARDS

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The Board approved certain personnel to have use of District credit cards/ gas cards to be used for essential business when no other means of payment is accepted.

STAFF USE OF CELL PHONES

**STAFF USE OF CELL
PHONES**

The Board approved designated employees to have access to cellular phones in order to meet their responsibilities to the District, as per backup pages in the Board Book of July 8, 2021.

RE-ADOPTION OF BOARD POLICIES

**RE-ADOPTION OF
BOARD POLICIES**

The Board approved the re-adoption of all Board policies in effect in 2020-2021.

MILEAGE REIMBURSEMENT RATE

**MILEAGE
REIMBURSEMENT
RATE**

The Board approved the reimbursement rate to be the standard mileage rate as established by the Internal Revenue Service.

SUMMONSES AND PETITIONS

**SUMMONSES AND
PETITIONS**

The Board also approved the District Clerk (or in her absence a secretary selected by the Superintendent) be officially designated to receive summonses, petitions, and all process.

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

Motion Carried Unanimously

On a motion by Ms. Capers, seconded by Ms. Garlick, the Board also approved the following:

BOARD COMMITTEES- Board Committees to be determined

**BOARD
COMMITTEES**

BOARD MEMBERSHIP

**BOARD
MEMBERSHIP**

The Board approved membership to the following organizations for the 2021-2022 school year at the costs shown:

National School Boards Association	\$ 4,315*
New York State School Boards Association	\$11,252*
Nassau-Suffolk School Boards Association	\$ 3,475
New York State Caucus of Black School Board Members	\$ 445*
R.E.F.I.T.	\$ 600
National Hispanic Council of School Board Members	\$ 75 per member
National Black Council of School Board Members	\$ 75 per member

*Costs for 2020-2021 Calendar Year

The Board approved the following resolutions:

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RESOLUTION FOR CONFERENCES

**RESOLUTION FOR
CONFERENCES**

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.

FURTHER 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.

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

Motion Carried Unanimously

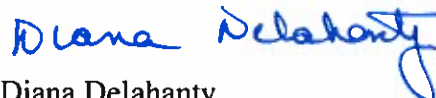
CONCLUSION OF THE REORGANIZATION MEETING

**CONCLUSION
OF THE
REORGANIZATION
MEETING**

On a motion by Mr. Maffea, seconded by Dr. Cantara, the Board concluded the Reorganization Meeting and began the Regular Meeting at 8:00 PM.

Motion Carried Unanimously

Submitted by,



Diana Delahanty
District Clerk

August 10, 2021
Date Approved