

# REORGANIZATION MEETING OF THE BOARD OF EDUCATION

Wednesday, July 5, 2017

Oath of Office – 7:00 PM

Executive Session – Immediately following Oaths

Action Meeting - *Approximately* 8:30 PM

Board Room, Administration Building

## AGENDA

1. CALL TO ORDER
2. ANNOUNCEMENTS
  - A. Wednesday, July 26, 2017  
**Regular Meeting of the Board of Education**  
Executive Session – 7:00 PM  
Action Meeting – *Approximately* 8:30 PM  
Board Room, Administration Building
  - B. Wednesday, August 23, 2017  
**Regular Meeting of the Board of Education**  
Executive Session – 7:00 PM  
Action Meeting – *Approximately* 8:30 PM  
Board Room, Administration Building
3. OATH OF OFFICE ADMINISTERED TO THE DISTRICT CLERK BY THE DISTRICT COUNSEL
4. OATH OF OFFICE ADMINISTERED TO THE SUPERINTENDENT BY THE DISTRICT COUNSEL
5. OATH OF OFFICE ADMINISTERED TO NEW BOARD MEMBERS BY THE DISTRICT COUNSEL
6. OATH OF OFFICE ADMINISTERED TO THE BOARD OF EDUCATION BY THE DISTRICT COUNSEL
7. ELECTION OF OFFICERS FOR THE 2017-2018 YEAR
  - A. Board of Education Officers  
President  
*Oath of Office Administered to the President of the Board of Education*  
Vice-President  
Secretary

8. OATH OF OFFICE ADMINISTERED TO THE VICE-PRESIDENT, AND SECRETARY BY THE DISTRICT COUNSEL.

A. Appointment of Committee Chairs

- 1) Facilities & Safety
- 2) Finance
- 3) Policy
- 4) Curriculum

B. Appointment of Parliamentarian, PTA Council Delegate & Community Council Liaison

9. AUDIT COMMITTEE CHARTER

**WHEREAS**, the Board of Education has established an Audit Committee as required by Education Law § 2116-c;

**WHEREAS**, the audit committee shall assess and report to the Board of Education on the adequacy of this charter no less than on an annual basis or as necessary;

**WHEREAS**, Charter modifications, as recommended by the audit committee, shall be presented to the Board of Education in writing for the Board's review and action.; it is hereby

**RESOLVED**, the Board of Education hereby adopts the amended Audit Committee Charter Agreement, as attached, effective July 5, 2017.

10. AUDIT COMMITTEE APPOINTMENT OF MEMBERS

**WHEREAS**, the Board of Education has established an Audit Committee as required by Education Law § 2116-c;

**WHEREAS**, the Audit Committee is composed of five (5) members, including two (2) Board of Education members and three (3) other individuals, each serving a term of 3 years; it is hereby

**RESOLVED**, the Board of Education hereby appoints;

Mr. Phil Heckler  
Mr. Kevin Carroll  
Mr. Patrick Stines  
Mr. Brian Cleary  
Mr. Ed Moffett

as members of the Hicksville UFSD Audit Committee, effective July 01, 2017.

11. EXECUTIVE SESSION

*The Board of Education will move to Executive Session for matters of Personnel and Advice of Counsel in regard to action items on the July 5<sup>th</sup> Agenda.*

12. PLEDGE

*Ms. Judson*

13. SUPERINTENDENT’S REPORT

- Summer Programs
- Summer Projects
- Safety & Security
- Bond Update
- Staff Update

14. APPOINTMENTS FOR THE 2016-2017 SCHOOL YEAR

A. Appointment of District Clerk

The Board of Education is asked to appoint John O’Brien to serve as District Clerk for the 2017-2018 school year.

B. Appointment of Vice District Clerk

The Board of Education is asked to appoint Jodi Audette as Vice District Clerk for the 2017-2018 school year.

C. Appointment of General Legal Counsel

The Board of Education is asked to appoint Guercio & Guercio as General Legal Counsel for the period July 1, 2017 to June 30, 2018 at a retainer of \$79,000. An increase of \$1,500 with separate compensation for litigation services at the rate of \$250 per hour, backup attached.

D. Appointment of Labor Negotiator

The Board of Education is asked to approve a three year contract retaining Guercio & Guercio as the District’s Chief Labor Negotiator for the period July 1, 2017 through June 30, 2020 at a retainer of \$65,000 for year one. Separate compensation for litigation services at the rate of \$250 per hour.

E. Appointment of Internal Claims Auditor

The Board of Education is asked to appoint Cerini & Associates, LLP to serve as Internal Claims Auditor for the 2017-2018 school year.

F. Appointments of Treasurers

1) Appointment of District Treasurer

The Board of Education is asked to appoint Ellen Reilly as District Treasurer for the 2017-2018 school year.

2) Appointment of District Deputy Treasurer

The Board of Education is asked to appoint John O’Brien as District Deputy Treasurer for the 2017-2018 school year.

3) Appointment of Extra Curricular Activities Fund Treasurers

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The Board of Education is asked to appoint Marie Chester (Middle School) and Nancy Rooney (High School) as Extra Curricular Activities Fund Treasurers for the 2017-2018 school year.

G. Appointment of Purchasing Agent

The Board of Education is asked to appoint Michael Margulis as Purchasing Agent for the district for the 2017-2018 school year.

H. Appointment of Assistant Purchasing Agent

The Board of Education is asked to appoint Marcy Tannenbaum, Assistant Superintendent for Business as Assistant Purchasing Agent for the district for the 2017-2018 school year.

I. Appointment of Records Access Officer

The Board of Education is asked to appoint Rosemarie Coletti, Assistant Superintendent for Personnel to serve as Records Access Officer for the 2017-2018 school year.

J. Appointment of Records Retention and Disposition Officer

The Board of Education is asked to appoint Marcy Tannenbaum, Assistant Superintendent for Business as the Records Retention and Disposition Officer for the 2017-2018 school year.

K. Appointment of Title IX Coordinator

The Board of Education is asked to appoint Rosemarie Coletti, Assistant Superintendent for Personnel as the Title IX Coordinator for the 2017-2018 school year.

L. Appointment of Section 504 Coordinator

The Board of Education is asked to appoint Rosemarie Coletti, Assistant Superintendent for Personnel as the Section 504 Coordinator for the 2017-2018 school year.

M. Appointment of ADA Compliance Officer

The Board of Education is asked to appoint Rosemarie Coletti Assistant Superintendent for Personnel as the Americans with Disabilities Act Compliance Officer for the 2017-2018 school year.

N. Appointment of Asbestos Officer

The Board of Education, upon the recommendation of the Superintendent, is asked to appoint David Bell, Director of Facilities as the Asbestos Officer to oversee and coordinate the AHERA Regulations for the 2017-2018 school year.

O. Appointment of Dignity Act Coordinators

The Board of Education is asked to appoint the following Dignity Act Coordinators (DAC). Michael Dunn for Burns Ave, Susan Strauss for Dutch Lane, Jean-Marie Serra for East Street, Chris Scardino for Fork Lane, Stephanie Stam for Lee Ave, Anthony Lubrano for Old Country Road, Mary Hance for

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Woodland, Mara Jorisch for Hicksville Middle School, Raymond Williams for Hicksville High School, and Rosemarie Coletti as the district-wide coordinator for the 2017-2018 school year.

P. Mileage Reimbursement

The Board of Education is asked to continue the mileage reimbursement at 53.5 cents per mile for the fiscal year ending June 30, 2018.

Q. Superintendent Transfer Authority

The Board of Education is asked to approve the following resolution for the 2017-2018 school year:

*Whereas, the Board of Education has financial obligations for salaries, Social Security and health insurance which must be met in a timely fashion; and  
Whereas there are sometimes deficiencies in the individual budget codes which cover these items; and*

*Whereas Education Law stipulates that the Board of Education may delegate its authority to transfer funds, within limits, to the Superintendent; it is, therefore,*

*Resolved, that the Superintendent is authorized to make all necessary budgetary transfers between different codes at the ST-3 level to pay for salaries, Social Security and health insurance in amounts not to exceed \$100,000 in any reporting period. Other transfers between other codes at the ST-3 level may not exceed \$10,000 in any reporting period. All transfers at the ST-3 level will continue to be reported to the Board on a monthly basis.*

15. OATH OF OFFICE ADMINISTERED TO THE DISTRICT DEPUTY TREASURER BY THE DISTRICT COUNSEL

16. DEPOSITORIES FOR SCHOOL FUNDS

The Board of Education is asked to approve the following banks as depositories for school funds for the 2017-2018 school year:

- JP Morgan Chase
- Valley National Bank
- First National Bank of Long Island
- Flushing Commercial Bank

17. CHECK SIGNATURES

The Board of Education is asked to authorize the District Treasurer to sign all checks pertaining to school funds, general organization funds, and those checks of general accounting, and that the Deputy District Treasurer be authorized as an alternate signature for the 2017-2018 school year.

18. OFFICIAL DISTRICT NEWSPAPERS

It is recommended that the Board of Education designate the following official newspapers for the 2017-2018 school year:

- Hicksville Illustrated
  - Mid Island Times
  - Newsday
19. **EXTRACLASSROOM ACCOUNT STUDENT CLUBS**  
The Board of Education is asked to approve the attached list of Student Clubs and accounts for each club for the high school and middle school for the 2017-2018 school year.
20. **PAYROLL CERTIFICATION**  
The Board of Education is asked to designate the Superintendent or Assistant Superintendent for Business to approve and certify all payrolls for the 2017-2018 school year.
21. **PETTY CASH AUTHORITY**  
The Board of Education is asked to appoint the District Treasurer, Building Principals, Director of Continuing Education and Director of Special Education/PPS with the full responsibility for petty cash funds, not to exceed \$100 in any one location for the 2017-2018 school year. *Locations are: Central Administration, High School, Middle School, Burns Avenue School, Dutch Lane School, East Street School, Fork Lane School, Lee Avenue School, Old Country Road School, Woodland School, Continuing Education Program.*
22. **AUTHORIZATION FOR MEMBERSHIP-PROFESSIONAL ORGANIZATIONS**  
The Board of Education is asked to approve continued membership for the Board of Education for the 2017-2018 school year in the following organizations:
- Nassau-Suffolk School Boards Association
  - New York State School Boards Association
  - National School Boards Association – Direct Affiliate
23. **AUTHORIZATION FOR MEMBERSHIP-PROFESSIONAL ORGANIZATIONS**  
The Board of Education is asked to approve continued membership for the Superintendent of Schools for the 2017-2018 school year in the following organizations:
- Nassau County Council of School Superintendents
  - New York State Council of School Superintendents/AASA
  - ASCD
24. **GENERAL PUBLIC - (3 minute time limit per participant on agenda items only)**
25. **PERSONNEL**  
The Board of Education, upon the recommendation of the Superintendent, is asked to approve the actions detailed in the attached Personnel Actions Report.
26. **BUSINESS AND FINANCE**

A. Action Items

1. Request for Transfer

The Board of Education, upon the recommendation of the Superintendent, is asked to accept the Request for Transfer of Funds in Excess of \$10,000/\$100,000 for the period June 30, 2017.

2. Health and Welfare Services Contract- Syosset CSD;

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the health Services Contracts which reimburse individual school districts for health services provided to students who reside in Hicksville and attend private/parochial schools in other school districts for the 2016-2017 school year, backup attached.

3. Transportation Consultant

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the contract for Nancy Nunziata as the district's transportation consultant for the 2017-2018 school year, at an amount not to exceed \$5,000 monthly, backup attached.

4. Tax Resolution

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the resolution required by the Nassau County Administrative Code, as amended, setting the amount to be raised by taxes for school purposes at \$100,402,028.

5. Contract – Excess Workers' Compensation Insurance

The Board of Education, upon the recommendation of the Superintendent, is asked to award a contract for Excess Workers' Compensation Insurance to State National for the period July 1, 2016 to June 30, 2018 at an approximate cost of \$53,793, at an increase of \$2,964 or 5.83%, backup attached.

6. Contract-NYSIR

The Board of Education, upon the recommendation of the Superintendent, is asked to renew its insurance with New York Insurance Reciprocal (NYSIR) for the period of July 1, 2017 to June 30, 2018 at a cost of \$665,660. This includes an additional premium of \$952 for Cyber data compromise coverage, backup attached

7. Special Education Services Contract(s)-LaSalle School; Little Flower; SCO Family Services at Madonna Heights School; Greenburgh North Castle SD;

The Board of Education, upon recommendation of the Superintendent is asked to approve the special education consulting contract(s) with the above named service provider(s) and the Board of Education of the Hicksville Public Schools from July 1, 2017 through June 30, 2018, backup attached.

8. Special Education Consultant Services Contract(s)-Eden II; Helping Hands; Gayle E. Kligman Therapeutic Resources; Zamft Tutoring; Behavior Change Success Corp.; Educational Based Services; ProCare Therapy;

The Board of Education, upon recommendation of the Superintendent is asked to approve the special education consulting contract(s) with the above named service provider(s) and the Board of Education of the Hicksville Public Schools from July 1, 2017 through June 30, 2018, backup attached.

9. Contract- Dr. Caryl Oris,

The Board of Education, upon recommendation of the Superintendent is asked to approve the special education services contract(s) with the above named service provider(s) and the Board of Education of the Hicksville Public Schools from July 1, 2017 through June 30, 2018, backup attached.

10. BOCES Transportation Cooperative

The Board of Education, upon the recommendation of the Superintendent, is asked to accept the bid for cooperative transportation services with a resolution, approved by Nassau BOCES on June 8, 2016 for the 2017-18 school year, backup attached, in accordance with the following resolution:

Whereas, Nassau County, in conjunction with the Board of Cooperative Educational Services of Nassau County issued a bid for cooperative transportation services on May 24, 2017, and

Whereas, Nassau BOCES awarded such bid to the low bidders for each bus route on June 8, 2017, and

Whereas, the Hicksville School District will participate in certain routes of these cooperative transportation services, now therefore

Be it Resolved, that the Board of Education awards contract transportation services to the low bidders identified through the BOCES award in accordance with the attached schools and bus routes.

11. Donations

The Board of Education, upon the recommendation of the Superintendent, is asked to accept the following monetary donations:

*NYSUT                  Dutch Lane        \$150*

12. Disposal of Obsolete Books

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the disposal of obsolete textbooks and/or library books, backup attached.

13. Disposal of Obsolete Equipment



The Board of Education, upon the recommendation of the Superintendent, is asked to approve the disposal of equipment, backup attached.

14. Extension of Transportation Contract - Suburban Bus Co.

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the extension of the transportation contract for the 2017-2018 school year with Suburban Bus Co. for student transportation at an increase of 1.8%, backup attached.

15. Extension of Cooperative Bid – Educational Bus Co. (BOCES 11-12)

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the extension of the transportation contract for the 2017-2018 school year with Educational Bus Co. for student transportation at an increase of 1.8%, backup attached.

16. Extension of Cooperative Bid – Educational Bus Transportation (BOCES 12-13)

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the extension of the transportation contract for the 2017-2018 school year with Educational Bus Transportation for student transportation at an increase of 1.8%, backup attached.

17. Extension of Cooperative Bid – Acme Bus Corp. (BOCES 12-13)

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the extension of the transportation contract for the 2017-2018 school year with Acme Bus Co. for student transportation at an increase of 1.8%, backup attached.

18. Extension of Cooperative Bid – Educational Bus Transportation (BOCES 13-14)

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the extension of the transportation contract for the 2017-2018 school year with Educational Bus Transportation for student transportation at an increase of 1.8%, backup attached.

19. Extension of Cooperative Bid-Baumann Bus Company (BOCES 15-16)

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the extension of the transportation contract for the 2017-2018 school year with Baumann Bus Company for student transportation at an increase of 1.8%, backup attached.

20. Extension of Cooperative Bid-We Transport Inc.(BOCES 16-17)

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the transportation contract for the 2017-2018 school year with We Transport Inc., for student transportation, at an increase of 1.8%, backup attached.

21. Extension of Transportation Contract-Baumann Bus Company (16-17)

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the transportation contract for the 2017-2018 school year with Baumann Bus Company, for student transportation, at an increase of 1.8%, backup attached.

22. Transportation Contract-Baumann Bus Company (BOCES 17-18)

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the transportation contract for the 2017-2018 school year with Baumann Bus Company, for student transportation, backup attached

23. Intermunicipal Transportation Contract-Levittown School District

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the 2017-2018 intermunicipal transportation contracts with Levittown Schools for the purpose of providing transportation services to students attending Henry Viscardi and Jerusalem Avenue schools, at an increase of 1.8%, backup attached.

24. Resolution-School Construction Consultants, Inc.,(SCC);

WHEREAS, the Board of Education and School Construction Consultants, Inc. (“SCC”) have entered into an Agreement dated July 2014 pursuant to which SCC agreed to perform construction management services to the District in connection with the District’s 2012-13 and 2013-14 capital improvement projects; and

WHEREAS, the Board desires that SCC provide construction management services in connection with the District’s 2015-16, 2016-17, and 2017-18 capital reserve projects and the 2015-16, 2016-17, and 2017-18 capital improvement projects; and

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools and the Assistant Superintendent for Business, the Board of Education hereby approves an amendment agreement to the Contract between the Board of Education and SCC, dated July 2014, as more fully discussed in executive session, so as to include SCC’s provision of construction management services associated with the District’s 2015-16, 2016-17, and 2017-18 capital reserve projects and the 2015-16, 2016-17, and 2017-18 capital improvement projects, and hereby authorizes the President of the Board of Education to execute said amendment agreement.

25. Resolution - John A. Grillo, Architect, P.C.

WHEREAS, the Board of Education and John A. Grillo, Architect, P.C. (“Grillo”) have entered into an Agreement dated on or about July 2014 pursuant to which Grillo has agreed to perform architectural services to the District in connection with the District’s 2012-13 and 2013-14 capital improvement projects; and

WHEREAS, the Board desires that Grillo provide additional architectural services in connection with the District's 2015-16, 2016-17, and 2017-18 capital projects;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools and the Assistant Superintendent for Business, the Board of Education hereby approves an amendment agreement to the Contract between the Board of Education and Grillo, dated on or about July 2014, as more fully discussed in executive session, so as to include Grillo's provision of architectural services associated with the District's 2015-16, 2016-17, and 2017-18 capital projects, and hereby authorizes the President of the Board of Education to execute said amendment agreement.

27. OLD AND NEW BUSINESS

A. CSE/CPSE and Section 504 Committee Members

The Board of Education is asked to approve the List of Members for the District Committee and Subcommittees on Special Education, the District Committee on Preschool Special Education and District Section 504 Committee for the 2017-2018 school year.

B. Surrogate Parent Listing

The Board of Education is asked to approve and maintain a list of surrogate parents, in accordance with the requirements of Part 200 of the Regulations of the Commissioner of Education for the 2017-2018 school year.

C. CSE Medical Consultants

The Board of Education is asked to approve the list of Medical Consultants to the Committee on Special Education for the 2017-2018 school year.

D. Revised 2017-2018 Board Meeting Dates

The Board of Education is asked to accept the revised calendar of meetings for the 2017-2018 school year, backup attached.

E. New York State School Board Association Summer Law Conference

The Board of Education is asked to approve the attendance of \_\_\_\_\_ Board Members to the New York State School Board Association Summer Law Conference\_meeting on July 27, 2017 from 8am to 3pm at the The Hilton Long Island-Huntington, Melville at a cost of \$275 per person.

F. SCOPE – Annual Dinner Meeting

The Board of Education is asked to approve the attendance of \_\_\_\_\_ Board Members to the SCOPE Annual Dinner Meeting on Thursday, August 10 from 5pm to 9pm at the Bourne Mansion, Oakdale, New York. New Board Members are free of charge other are \$50 per person, backup attached.

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G. Impartial Hearing Officer Listing

The Board of Education is asked to approve the list of Impartial Hearing Officers in accordance with the requirements of Part 200 of the Regulations of the Commissioner of Education for the 2017-2018 school year. (Additional names will be submitted in the future).

H. New York State School Board Association New School Board Member Academy

The Board of Education is asked to approve the attendance of new Board Members Sunita Manjrekar and Christopher Amato to the New York State School Board Association's New School Board Member Academy on Friday, August 11 and Saturday, July 12 at the The Hilton Long Island-Huntington, Melville at a cost of \$400 per person for the two days.

I. New York State School Board Association 98th Annual Convention and Education Expo

The Board of Education is asked to approve the attendance of The Superintendent and \_\_\_\_ Board Members to the NYSSBA's 98th Annual Convention and Education Expo on Thursday, October 12, 2017 to Saturday, October 14, 2017 at the Convention Center at Lake Placid, New York, cost of \$1,750 per person which includes registration, lodging and ground transportation.

28. RE-ADOPTION OF POLICIES/CODE OF CONDUCT

The Board of Education is asked to Re-Adopt the following policies:

- Investment Policy
- Purchasing Policy
- Code of Conduct

29. COMMITTEE REPORTS

30. DISCUSSION ITEMS

- Potential Interagency Activities with the Town of Oyster Bay

31. GENERAL PUBLIC (3 minute time limit per participant)

32. ADJOURNMENT