

REORGANIZATION MEETING OF THE BOARD OF EDUCATION

Wednesday, July 11, 2018

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 25, 2018
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 8, 2018
Board of Education Retreat
Executive Session Only – TBD
Board Room, Administration Building
 - C. Wednesday, August 22, 2018
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 THE BOARD OF EDUCATION BY THE DISTRICT COUNSEL
6. ELECTION OF OFFICERS FOR THE 2018-2019 YEAR
 - A. Board of Education Officers
President
Oath of Office Administered to the President of the Board of Education
Vice-President
Secretary

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

A. Appointment of Committee Chairs

1. Bond
2. Facilities
3. Safety
4. Finance
5. Policy
6. Curriculum

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

8. 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, 2018.

9. 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 11th Agenda.

10. PLEDGE

Ms. Judson

11. SUPERINTENDENT'S REPORT

- Summer Programs
- Summer Projects

12. APPOINTMENTS FOR THE 2018-2019 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 2018-2019 school year.

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- B. Appointment of Vice District Clerk
The Board of Education is asked to appoint Jodi Audette as Vice District Clerk for the 2018-2019 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, 2018 to June 30, 2019 at a retainer of \$80,500. An increase of \$1,500 with separate compensation for litigation services at the rate of \$255 per hour, backup attached.
- D. Appointment of Internal Claims Auditor
The Board of Education is asked to appoint Cerini & Associates, LLP to serve as Internal Claims Auditor for the 2018-2019 school year.
- E. Appointments of Treasurers
 - 1) Appointment of District Treasurer
The Board of Education is asked to appoint John O'Brien as District Treasurer for the 2018-2019 school year.
 - 2) Appointment of District Deputy Treasurer
The Board of Education is asked to appoint Ellen Reilly as District Deputy Treasurer for the 2018-2019 school year.
 - 3) Appointment of Extra Curricular Activities Fund Treasurers
The Board of Education is asked to appoint Joyce Teller (Middle School) and Nancy Rooney (High School) as Extra Curricular Activities Fund Treasurers for the 2018-2019 school year.
- F. Appointment of Purchasing Agent
The Board of Education is asked to appoint Michael Margulis as Purchasing Agent for the district for the 2018-2019 school year.
- G. 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 2018-2019 school year.
- H. 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 2018-2019 school year.
- I. 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 2018-2019 school year.

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- J. 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 2018-2019 school year.
- K. Appointment of Section 504 Coordinator (Adults)
The Board of Education is asked to appoint Rosemarie Coletti, Assistant Superintendent for Personnel as the Section 504 Coordinator for Adults for the 2018-2019 school year.
- L. Appointment of Section 504 Coordinator (Children)
The Board of Education is asked to appoint Claire Hochheiser, Director of Special Education & Pupil Personnel Services as the Section 504 Coordinator for Children for the 2018-2019 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 2018-2019 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 2018-2019 school year.
- O. Appointment of Dignity Act Coordinators
The Board of Education is asked to appoint the following Dignity Act Coordinators (DAC). John Comer for Burns Ave, Janine Rossi 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, Beth Swanson for Woodland, Mara Jorisch for Hicksville Middle School, Raymond Williams for Hicksville High School, and Rosemarie Coletti as the district-wide coordinator for the 2018-2019 school year.
- P. Mileage Reimbursement
The Board of Education is asked to continue the mileage reimbursement at 54.5 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 2018-2019 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.

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

14. DEPOSITORIES FOR SCHOOL FUNDS

The Board of Education is asked to approve the following banks as depositories for school funds for the 2018-2019 school year:

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

15. 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 2018-2019 school year.

16. OFFICIAL DISTRICT NEWSPAPERS

It is recommended that the Board of Education designate the following official newspapers for the 2018-2019 school year:

- Hicksville News
- Mid Island Times
- Newsday

17. 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 2018-2019 school year.

18. 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 2018-2019 school year.

19. PETTY CASH AUTHORITY

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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 2018-2019 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.*

20. AUTHORIZATION FOR MEMBERSHIP-PROFESSIONAL ORGANIZATIONS

A. Authorization for Membership – Professional Organizations for the Board of Education

The Board of Education is asked to approve continued membership for the Board of Education for the 2018-2019 school year in the following organizations:

- Nassau-Suffolk School Boards Association
- New York State School Boards Association
- National School Boards Association – Direct Affiliate

B. Authorization for Membership – Professional Organizations for the Superintendent

The Board of Education is asked to approve continued membership for the Superintendent of Schools for the 2018-2019 school year in the following organizations:

- Nassau County Council of School Superintendents
- New York State Council of School Superintendents
- AASA
- ASCD

21. GENERAL PUBLIC - (3 minute time limit per participant on agenda items only)

22. PERSONNEL

The Board of Education, upon the recommendation of the Superintendent, is asked to approve the actions detailed in the attached Personnel Actions Report.

23. BUSINESS AND FINANCE

A. Action Items

1. 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, 2018 to June 30, 2019 at a cost of \$675,212 an increase of \$9,552 or 1.7% from the 2017-2018 school year, backup attached.

2. 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

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for the period July 1, 2018 to June 30, 2019 at an approximate cost of \$59,169, an increase of \$5,376 an increase of \$5,376 or 9.99%, backup attached.

3. Contract-Booksmart Accounting
The Board of Education, upon the recommendation of the Superintendent is asked to approved a contract with Book Smart for temporary Accounting Services, as needed, through June 30th, 2019, back up attached.
4. The Landtek Group Inc.
The Board of Education upon the recommendation of the Superintendent is asked to approve a proposal between The Landtek Group, Inc. and Hicksville Union Free School District for the 2018-2019 school year, for Synthetic Turf Maintenance at the Middle School and High School, backup attached.
5. Extension of Transportation Contract - Suburban Bus Co.(00-01)
The Board of Education, upon the recommendation of the Superintendent, is asked to approve the extension of the transportation contract for the 2018-2019 school year with Suburban Bus Co. for student transportation at an increase of 2.2%, backup attached.
6. 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 2018-2019 school year with Educational Bus Co. for student transportation at an increase of 2.2%, backup attached.
7. 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 2018-2019 school year with Educational Bus Transportation for student transportation at an increase of 2.2%, backup attached.
8. 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 2018-2019 school year with Acme Bus Co. for student transportation at an increase of 2.2%, backup attached.
9. 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 2018-2019 school year with Educational Bus Transportation for student transportation at an increase of 2.2%, backup attached.
10. 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 2018-2019 school year with Baumann Bus Company for student transportation at an increase of 2.2%, backup attached.
11. Extension of Cooperative Bid-We Transport Inc.(BOCES 16-17)

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The Board of Education, upon the recommendation of the Superintendent, is asked to approve the transportation contract for the 2018-2019 school year with We Transport Inc., for student transportation, at an increase of 2.2%, backup attached.

12. Extension of Transportation Contract-Educational Bus Transportation (16-17)
The Board of Education, upon the recommendation of the Superintendent, is asked to approve the transportation contract for the 2018-2019 school year with Educational Bus Transportation, for student transportation at an increase of 2.57%, backup attached.
13. 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 2018-2019 school year with Baumann Bus Company, for student transportation, at an increase of 2.2%, backup attached.
14. Intermunicipal Transportation Contract-Levittown School District
The Board of Education, upon the recommendation of the Superintendent, is asked to approve the 2018-2019 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 2.2%, backup attached.
15. 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 \$102,299,710.
16. 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.
17. Disposal of Obsolete Equipment
The Board of Education, upon the recommendation of the Superintendent, is asked to approve the disposal of equipment, backup attached.

24. 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 2018-2019 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 2018-2019 school year.
- C. CSE Medical Consultants

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The Board of Education is asked to approve the list of Medical Consultants to the Committee on Special Education for the 2018-2019 school year.

D. 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 2018-2019 school year. (Additional names will be submitted in the future).

E. Revised 2018-2019 Board Meeting Dates

The Board of Education is asked to accept the revised calendar of meetings for the 2018-2019 school year, backup attached.

F. SCOPE – Annual Dinner Meeting

The Board of Education is asked to approve the attendance of _____ Board Members to attend the SCOPE Annual Dinner Meeting on Thursday, August 9, 2018 at 5pm at the Bourne Mansion, Oakdale, New York at a cost of \$50 per person, backup attached.

G. 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 26, 2018 from 8am to 3pm at the Holiday Inn, Plainview at a cost of \$285 per person.

H. New York State School Board Association 99th 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 99th Annual Convention and Education Expo on Thursday, October 25, 2018 to Saturday, October 27, 2018 at the Sheraton New York Times Square in New York City at a cost not to exceed \$700 per person which includes registration, meals and transportation.

25. 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

26. COMMITTEE REPORTS

27. DISCUSSION ITEMS

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

29. ADJOURNMENT