

Annual Reorganization Meeting

The Annual Reorganization Meeting of the Board of Education of the Northport-East Northport Union Free School District was held on Thursday evening, July 7, 2016, beginning at 6:10 p.m., in the Board Conference Room at the William J. Brosnan School, 158 Laurel Avenue, Northport, New York, with Mr. Andrew Rapiejko, Chairperson, opening the meeting and presiding.

Members present: Mr. David Badanes, Mrs. Donna McNaughton, Mrs. Allison Noonan, Mrs. Regina Pisacani, Mr. Andrew Rapiejko, Mr. David Stein, Mrs. Jennifer Thompson, Mrs. Tammie Topel

Members absent: Mrs. Lori McCue (excused)

Also present: Mr. Robert Banzer, Superintendent of Schools
Ms. Kathleen Molander, Assistant Superintendent for Business
Ms. Irene McLaughlin, Assistant Superintendent for Human Resources
Mr. Matthew Nelson, Assistant Superintendent for Instruction and Administration
Mr. Neil Block, Ingerman Smith LLP, Board Counsel

1. Chairperson Rapiejko called the meeting to order.

Motion was made by Trustee Badanes, seconded by Trustee Topel, to convene in Executive Session to discuss matters pertaining to the appointment of particular persons.

Unanimously carried by those present.

At 7:31 p.m., the Board reconvened in public session in the cafeteria at William J. Brosnan School.

2. Mr. Rapiejko led those present in the Pledge of Allegiance; and
3. Pointed out the emergency exits.

Public attendance: There were approximately 60 persons present.

4. Oath of Office to New Board Members

Mr. Neil Block, Board Counsel, administered the Oath of Office to Mrs. Noonan and Mr. Rapiejko.

5. Election of Officers

5.01 Nominations were requested for the Office of President of the Board of Education.

Trustee Rapiejko was nominated for President by Trustee Thompson, seconded by Trustee Pisacani.

Vote on Trustee Rapiejko's nomination for President was as follows:

YES: Mr. Badanes, Mrs. McNaughton, Mrs. Pisacani, Mr. Rapiejko, Mr. Stein, Mrs. Thompson,
Mrs. Topel

ABSTAIN: Mrs. Noonan

Mr. Rapiejko was elected President of the Board of Education for the 2016-2017 school year.

5.02 Nominations were requested for the Office of Vice President of the Board of Education.

Trustee Badanes was nominated for Vice President by Trustee Topel, seconded by Trustee Thompson.

Trustee Stein was nominated for Vice President by Trustee Pisacani, seconded by Trustee Noonan.

Vote on Trustee Badanes' nomination for Vice President was as follows:

YES: Mr. Badanes, Mrs. Thompson, Mrs. Topel

NO: Mrs. McNaughton, Mrs. Noonan, Mrs. Pisacani, Mr. Rapiejko, Mr. Stein

Vote on Trustee Stein's nomination for Vice President was as follows:

YES: Mr. Badanes, Mrs. McNaughton, Mrs. Noonan, Mrs. Pisacani, Mr. Rapiejko, Mr. Stein, Mrs. Thompson

ABSTAIN: Mrs. Topel

Mr. Stein was elected Vice President of the Board of Education for the 2016-2017 school year.

6. Oath of Office to the President and Vice President of the Board

6.01 Board Counsel Block administered the Oath of Office to:

6.01.1 Board President Rapiejko

6.01.2 Board Vice President Stein

Newly elected President Rapiejko thanked the Board for their support and confidence in him for the position.

7. Annual Appointments

Motion was made by Trustee McNaughton, seconded by Trustee Stein, to approve all items under 7.

7.01 Appointments

7.01.1 Beth Nystrom as District Clerk and Maureen Pollock as Acting District Clerk

7.01.2 Dawn Monsell as District Treasurer and Denise Lovaglio as Deputy District Treasurer

7.01.3 Ingerman Smith, LLP as Board Attorney and Negotiating Attorney

7.01.4 Christine Helbock as Claims Auditor

7.01.5 Susan Shutowich as Purchasing Agent, and Kathleen Molander, Assistant Superintendent for Business, authorized to act as Purchasing Agent in her absence

7.01.6 Hearing Officers:

Appointing Lawrence Spirn and Jennifer Spirn as Hearing Officers to conduct hearings pursuant to Section 504 of the Rehabilitation Act of 1973 and Section 3214 of the Education Law of the State of New York

7.01.7 Compliance Officers:

Appointing Ms. Christina Pulaski as Section 504 Compliance Officer and Medicaid Compliance Officer

Appointing Ms. Cynthia Fitzgerald as Title IX Compliance Officer

7.01.8 Appointing the following firms as Brokers of Record:

- Hartt Insurance Agency, Inc., 45 Main Street, P.O. Box 449, Northport, NY 11768
- New York Schools Insurance Reciprocal, 333 Earle Ovington Blvd., Uniondale, NY 11553
- GCG Risk Management, Inc., 100 Church Street, Suite 810, New York, NY 10007
- Pupil Benefits Plan, Inc., 101 Dutch Meadows Lane, Glenville, NY 12302
- Digital Insurance in partnership with AON Consulting, 300 Jericho Quad., Suite 300, Jericho, NY 11753
- RSK Limited Liability Co./Emerson, Reid and Co., 174 Park Avenue, Hicksville, NY 11801

7.01.9 Appointing Bonding Counsel and Financial Advisory Services:

- Hawkins Delafield & Wood, LLP, One Chase Manhattan Plaza, New York, NY 10005 as Bonding Counsel
- Munistat Services, Inc., 12 Roosevelt Avenue, Pt. Jefferson Station, NY 11776 for Financial Advisory Services

7.01.10 Appointing the firm of R.S. Abrams & Co., LLP as Internal Auditor for the 2016-2017 fiscal year with an option to renew for the 2017-2018 fiscal year.

Vote on Trustee McNaughton's motion to approve all items under 7. was unanimously carried by those present.

8. Oath of Office to Superintendent of Schools and District Clerk

Mr. Neil Block, Board Counsel, administered the Oath of Office to:

- 8.01 Mr. Robert Banzer, Superintendent of Schools
- 8.02 Ms. Beth Nystrom, District Clerk

Motion was made by Trustee Badanes, seconded by Trustee McNaughton, to approve items 9 through 39 with the exception of severed items 31 and 32.

9. Designation of Signatories for All School Warrants

- 9.01 Designating the Claims Auditor as the signatory for all school warrants

10. Designation of Depositories for All District Funds

10.01 Depositories of the Northport-East Northport Union Free School District, Town of Huntington, Suffolk County, New York were designated as follows, maximum amount to be \$65,000,000:

- 10.01.1 JP Morgan Chase
- 10.01.2 1st National Bank
- 10.01.3 Capital One Bank
- 10.01.4 TD Bank
- 10.01.5 Flushing Commercial Bank

10.01.6 Valley National Bank

11. Designation of District Newspaper for Legal Advertising

11.01 Designating The Observer and The Times of Northport as the Official Newspapers for District publications and legal notices for the 2016-2017 school year

12. Time and Place of Board Meetings

12.01 The Board adopted the 2016-2017 Calendar of Board Meetings at its May 5, 2016 Board Meeting.

13. Authorization to Publish the Annual Financial Report

13.01 Authorizing publication of the Annual Financial Report for the 2015-2016 school year in the official newspaper

14. Bond for District Treasurer and Deputy District Treasurer

14.01 Authorizing Public Employee Dishonesty Insurance in the amount of \$5,000,000 per-loss to include positions of District Treasurer and Deputy District Treasurer for the period July 1, 2016 to June 30, 2017

15. Authorization to Reimburse Expenses

15.01 Authorizing the Superintendent to approve expenses for staff attendance at conferences, and also for all authorized automobile travel within the District and outside of the District

16. Authorization to Certify Payrolls

16.01 Authorizing the Chief School Officer or his designee to certify payrolls each month (Ed. Law 1720, Sec. 2523; Commissioner's Regulation 170.2)

16.02 Approving the following resolution:

"WHEREAS New York State Labor Law, Section 220, requires that contractors engaged by a school district for construction work are required to pay prevailing wages to their workers, and;

WHEREAS, all contractors and subcontractors referenced above are required to submit certified payroll records to the school district in connection with their obligation to pay prevailing wage;

NOW, THEREFORE, BE IT RESOLVED that Anthony Resca, Superintendent of Buildings and Grounds, is hereby designated to be the individual responsible for the receipt, collection and review for facial validity of certified payroll records."

17. Authorization to Make Transfers

17.01 Authorizing the Superintendent of Schools or his designee, in accordance with the regulations of the Commissioner of Education, to make budget transfers between salary codes up to \$25,000, with all transfers in excess of \$25,000 requiring Board of Education approval and, transfers between all other codes up to \$10,000, with all transfers in excess of \$10,000 requiring Board of Education approval

18. Adoption of List of Religious Holidays

18.01 Adopting the attached list of religious holidays for State Aid computation purposes

19. Authorization to Establish Petty Cash Funds

19.01 Approving Petty Cash Funds in the amount of \$100 each with the following persons designated to administer these funds for the 2016-2017 school year:

- Ms. Lori Beekman, Principal, Bellerose Avenue School
- Mr. Thomas Harrison, Principal, Fifth Avenue School
- Ms. Patricia Essinfeld, Principal, Dickinson Avenue School
- Mr. Michael Genovese, Principal, Norwood Avenue School
- Ms. Sabina Larkin, Principal, Ocean Avenue School
- Mr. Jeffrey Haubrich, Principal, Pulaski Road School
- Mr. Pasquale DeStefano, Principal, East Northport Middle School
- Mr. Timothy Hoss, Principal, Northport Middle School
- Ms. Irene McLaughlin, Principal, Northport High School
- Ms. Beth Nystrom, District Clerk, Board of Education

20. Signatories for Federal Projects

20.01 Appointing for the 2016-2017 school year, Mr. Robert Banzer, Superintendent of Schools, as the authorized representative and official of Northport-East Northport Union Free School District, to submit applications and make claims for Federal Funds under all applicable Federal laws as may be required, with the Assistant Superintendent of Instruction and Administration as alternate.

21. Designation of Signatory for Tax Anticipation Notes

21.01 Designating the Board President as the signator for the single manual signature required on Tax Anticipation Notes or, as designated by the President, the Vice President or the District Clerk

22. Appointment of School Physicians

22.01 Appointing North Suffolk Medical Associates as the School Physician for 2016-2017 and authorizing the Board President to execute a contract to this effect

23. Attendance Officer

23.01 Appointing Ms. Judy Proscia as the District's Attendance Officer

24. Athletic Trainer

24.01 Appointing Mr. Shawn Scattergood as the District's Athletic Trainer

25. Records Access Officer

25.01 Appointing Ms. Beth Nystrom as the Records Access Officer

26. Records Management Officer

26.01 Appointing Mr. Bernard Krueger as the Records Management Officer

27. Asbestos Designee

27.01 Appointing Mr. Anthony Resca as the Asbestos Designee

28. Census Enumerator

28.01 Appointing Ms. Judy Proscia as the Census Enumerator

29. Residency of Students Designees

29.01 Appointing the Superintendent and the Director of Student Support Services as the Board's official designees for determining residency of students

30. Board of Registry

30.01 Appointing the following qualified voters of the District to the Board of Registry for the 2016-2017 school year: Robert Neufeld, Rebecca Byrne, James Mahoney, Maureen O'Brien, Susan Lee, Dorothy Walsh

30.02 Appointing the following staff members to serve as Registrars when school is in session:

- Northport High School – Claire Roby, Nancy Zbytniewski
- East Northport Middle School – Yvonne Cronin, Gloria Thompson
- Northport Middle School – Georgina Mangione, Susanne Lafleur
- Bellerose Avenue Elementary School – Kathie Scherer
- Dickinson Avenue Elementary School – Jane Corcione, Karin Saig
- Fifth Avenue Elementary School – Debra Jones, Linda Pitti
- Norwood Avenue Elementary School – Kathy Kiley, Linda Garuccio
- Ocean Avenue Elementary School – Christine Rozmus
- Pulaski Road Elementary School – Janet Filippone, Patricia Gardner

31. Severed

32. Severed

33. School Related Transportation

33.01 Authorizing the Superintendent of Schools to transport in his personal vehicle persons involved in the course of the conduct of school business, e.g., students, staff, Board members, and community members

34. Mileage Reimbursement

34.01 Setting the prevailing IRS standard mileage rate as the mileage reimbursement rate

35. District Cell Phones

35.01 For Information: List of all district cell phones assigned to staff

36. Designation of Credit Card Processor

36.01 Designating Bank of America as the credit card processor for the Northport-East Northport Union Free School District

37. Section 18 of the Public Officers Law of the State of New York Supplemental Defense and Indemnification Provisions

37.01 Approving the following resolution:

"WHEREAS, Section 18 of the Public Officers Law of the State of New York authorizes municipal corporations, including boards of education, to adopt supplemental defense and indemnification provisions to those contained in the Education Law; and

WHEREAS, the statute authorizes boards of education to defend, indemnify and save harmless, members of boards of education and officers, agents and employees of boards of education; authorized parent volunteers; members of school-based planning and shared decision making committees; and members of the school district's audit committee, in connection with any claims, awards or judgments obtained against such board members, officers, agents or employees; authorized parent volunteers; members of school-based planning and shared decision making committees; and members of the district's audit committee in any State or Federal Court, in the amount of any judgment, award or settlement of any such claim, provided the act or omission from which such judgment, award or claim arose occurred while the board member, officer, agent or employee or authorized parent volunteer; member of a school-based planning and shared decision making committee; or member of the district's audit committee was acting within the scope of his or her office or employment or authorized volunteer duties;

BE IT RESOLVED, that the Board of Education of the Northport-East Northport Union Free School District hereby adopts the supplemental defense and indemnification provisions contained in Section 18 of the Public Officers Law for its Board members, officers, agents and employees; authorized parent volunteers; members of school-based planning and shared decision making committees; and members of the school district's audit committee. This coverage shall supplement and shall be in addition to the coverage available to such individuals under other enactments, including but not limited to the Education Law of the State of New York; and

BE IT FURTHER RESOLVED, that supplemental hereto and an additional requisite to the public office and employment, the Board hereby further extends the right to be defended and indemnified as provided in Public Officers Law § 18 to board members, school officers, agents and employees who are requested or are 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 board member, school officer, agent or employee 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"

38. General Municipal Law Section 53 Agent of Service of a Notice of Claim

38.01 Approving the following resolution:

WHEREAS, the New York State Senate has passed, and the New York State Governor has signed into effect, the Uniform Notice of Claim Act (hereinafter the "Act"); and

WHEREAS, Section 6 of the Act amends the General Municipal Law by adding a new Section 53, effective June 15, 2013; and

WHEREAS, New York General Municipal Law Section 53(2) requires that all public corporations, who are entitled to service of a Notice of Claim as a condition precedent to commencement of an action or proceeding shall file a Certificate with the Secretary of State designating the Secretary of State as agent for service of a Notice of Claim;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby directs and empowers the District Clerk to submit to the New York State Secretary of State a Certificate pursuant to General Municipal Law Section 53, designating the Secretary of State as agent for service of a Notice of Claim as described above; and

BE IT FURTHER RESOLVED, that the Board of Education hereby designates the District Clerk as the individual to whom the Secretary of State will forward any notices of claim; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the District Clerk to take any and all other actions required to carry out the provisions of this Resolution.”

39. Dignity for All Students Act Coordinators

39.01 Appointing the following staff members to serve as Dignity for All Students Act Coordinators for the 2016-2017 school year:

Northport High School – Daniel Danbusky, Terrence Hinson, Shannon Dantuono, Denise Keenan, Daniel McKeon, Daniel Danbusky, Katherine Teubner, Sean Boylan

Northport Middle School – Timothy Hoss, Chelsea Brown, Tracey Nachamie, Stacey Chertock, Elyse Pellicano, Darcy Pattison

East Northport Middle School – Pasquale DeStefano, TBD (Assistant PrincipaL), Regina Thomas, Kathleen Rowe, Mary Kleczka

Bellerose Avenue School – Lori Beekman, Alan Tener, Lisa Quartararo

Dickinson Avenue School – Patricia Essinfeld, Caitlin Bisulca, Christine Moser

Fifth Avenue School – Thomas Harrison, Beth Theofield, Melanie Fisher

Norwood Avenue School – Michael Genovese, Nicole Barbier-Adil, Noreen Digiose

Ocean Avenue School – Sabina Larkin, Theresa Pellegrino, Cori Scheidt

Pulaski Road School – Jeffrey Haubrich, James Durand, TBD (School Psychologist)

Vote on Trustee McNaughton’s motion to approve items 9 through 39, with the exception of severed items 31 and 32 was unanimously carried by those present.

Motion was made by Trustee McNaughton, seconded by Trustee Pisacani, to approve items 31 and 32.

31. Audit Committee

31.01 Appointing Mr. David Albrecht, Ms. Danielle Buell, and Mr. Spencer Simon to the

Audit Committee for a two year term beginning July 1, 2016

Mr. Neil Block, Board Counsel, administered the oath of office to Mr. Albrecht, Ms. Buell and Mr. Simon.

32. Committee on Special Education

32.01 Appointing the following staff members as designees of the Northport-East Northport School District when initiating referrals to the Committee on Special Education during the 2016-2017 school year:

- Christina M. Pulaski, Director of Special Education
- Allyson Giaimo, District Chairperson for Special Education
- Karrie Kruger, District Chairperson for Special Education
- Michael Comiskey, School Psychologist
- Vanessa Costanzo, School Psychologist
- Noreen Digiose, School Psychologist
- Elizabeth Dragone, School Psychologist
- Melanie Fisher, School Psychologist
- Erin Girardin, School Psychologist
- Kristen Karkota, School Psychologist
- Mary Christine Moser, School Psychologist
- Lisa Quartararo, School Psychologist
- Corinne Scheidt, School Psychologist

32.02 Appointing the following staff members to serve as chairpersons for the Committee on Special Education (CSE), Sub-Committee on Special Education (SCSE), and 504 Committee meetings during the 2016-2017 school year:

Michael Comiskey, Vanessa Costanzo, Noreen Digiose, Elizabeth Dragone, Melanie Fisher, Allyson Giaimo, Erin Girardin, Kristen Karkota, Karrie Kruger, Mary Christine Moser, Christina Pulaski, Lisa Quartararo, Corinne Scheidt

32.03 Appointing the following staff members to serve as chairpersons for the Committee on Preschool Special Education (CPSE) during the 2016-2017 school year:

Christina M. Pulaski, Allyson Giaimo, Karrie Kruger, Corinne Scheidt

Vote on Trustee McNaughton's motion to approve items 31 and 32 was as follows:

YES: Mrs. McNaughton, Mrs. Noonan, Mrs. Pisacani, Mr. Rapiejko, Mr. Stein, Mrs. Thompson, Mrs. Topel

ABSTAIN: Mr. Badanes

Motion passed.

39. Adjournment

At 7:46 p.m., the chair declared the Annual Reorganization Meeting adjourned.

Beth M. Nystrom
District Clerk

bmh