

Annual Organization Meeting

The Annual Organization Meeting of the Board of Education of the Northport-East Northport Union Free School District was held on Wednesday evening, July 6, 2011, beginning at 6:30 p.m., in the Board Conference Room at the William J. Brosnan School, 158 Laurel Avenue, Northport, New York, with Mr. Stephen V. Waldenburg, Jr., Chairperson, opening the meeting and presiding.

Members present: Ms. Julia Binger, Mrs. Kristen Gavin, Mrs. Lori McCue, Mrs. Donna McNaughton, Mr. Andrew Rapiejko, Mr. Joseph Sabia, Mrs. Jennifer Thompson, Mrs. Tammie Topel, Mr. Stephen V. Waldenburg, Jr.

Members absent: None

Also present: Dr. Marylou McDermott, Superintendent of Schools  
Dr. Terry Bouton, Assistant Superintendent for Human Resources  
Ms. Kathleen Molander, Assistant Superintendent for Business  
Mr. Matthew Nelson, Assistant Superintendent for Instruction and Administration

1. President Waldenburg called the meeting to order.

Motion was made by Trustee McNaughton, seconded by Trustee McCue, to convene in Executive Session to discuss matters pertaining to the potential appointment of a particular corporation.

Unanimously carried.

At 8:05 p.m., the Board reconvened in public session in the large cafeteria at William J. Brosnan School.

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

Public attendance: There were approximately 50 persons present.

4. Oath of Office to New Board Members

Ms. MaryAnn Sadowski, Board Counsel, administered the Oath of Office to Mr. Sabia, Mrs. Thompson and Mrs. Topel.

5. Election of Officers

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

Mr. Waldenburg was nominated for President by Trustee McNaughton, seconded by Trustee Thompson.

There were no other nominations.

Mr. Waldenburg was unanimously elected President of the Board of Education for the 2011-2012 school year.

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

Trustee Thompson was nominated for Vice President by Trustee Sabia, seconded by Trustee Waldenburg.

Trustee McNaughton was nominated for Vice President by Trustee McCue, seconded by Trustee Binger.

Trustee Thompson thanked Mr. Sabia for his nomination but declined the appointment.

Vote on Trustee McCue's motion to nominate Trustee McNaughton for Vice President was as follows:

YES: Ms. Binger, Mrs. Gavin, Mrs. McCue, Mr. Rapiejko, Mr. Sabia, Mrs. Thompson, Mrs. Topel,  
Mr. Waldenburg  
ABSTAIN: Mrs. McNaughton

Mrs. McNaughton was elected as Vice President of the Board of Education for the 2011-2012 school year.

## 6. Annual Appointments

Motion was made by Trustee McCue, seconded by Trustee Thompson to approve all items under 6.

### 6.01 Appointments

6.01.1 Beth Nystrom as District Clerk

6.01.2 Dawn Monsell as District Treasurer and Donna Quinlivan as Deputy  
District Treasurer

6.01.3 Ingerman Smith, LLP as Board Attorney and Negotiating Attorney

6.01.4 Christine Helbock as Claims Auditor

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

6.01.6 Impartial Hearing Officers:

Appointing Laure C. Nolan, Michael Ahern and Michael Krauthamer as Impartial Hearing Officers to  
conduct hearings pursuant to Section 75 of Civil Service Law

Appointing Vanessa Sheehan, Lawrence Spirn and Jennifer Spirn as Impartial Hearing Officers to conduct  
hearings pursuant to Section 504 of the Rehabilitation Act of 1973

6.01.7 Compliance Officers:

Appointing Ms. Christina Pulaski as Section 504 Compliance Officer

Appointing Dr. Terry Bouton as Title IX Compliance Officer

6.01.8 Appointing the following firms as Brokers of Record:

- Hartt Insurance Agency, Inc., 45 Main Street, P.O. Box 449, Northport, NY 11768
- N.Y. Schools Insurance Reciprocal, 333 Earle Ovington Blvd., Uniondale, NY 11553
- GCG Risk Management, Inc., 11 Beach Street, 8<sup>th</sup> Fl., New York, NY 10013
- Pupil Benefits Plan, Inc., 101 Dutch Meadows Lane, Glenville, NY 12302
- Fitzharris & Co., P.O. Box 9182, Farmingdale, NY 11735
- AON Consulting, 300 Jericho Quad., Suite 300, Jericho, NY 11753

6.01.9 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

6.01.10 Appointing the firm of Cullen & Danowski, LLP as External Auditor for the 2011-2012 fiscal year

6.01.11 Appointing the firm of Burton Behrendt and Smith (BBS) as District Architects for the 2011-2012 fiscal year

Vote on Trustee McCue's motion to approve all items under 6. was unanimously carried.

7. Oath of Office to Officers of the Board

Ms. MaryAnn Sadowski, Board Counsel, administered the Oath of Office to newly elected President, Mr. Waldenburg, newly elected Vice President, Mrs. McNaughton, and newly appointed District Clerk, Beth Nystrom.

Motion was made by Trustee Thompson, seconded by Trustee McCue, to approve all items under 8. through 30.

8. Designation of Signatories for All School Warrants

8.01 Designating the Claims Auditor as the signatory for all school warrants

9. Designation of Depositories for All District Funds

9.01 Depositories of the Northport-East Northport Union Free School District, Town of Huntington, Suffolk County, New York were designated as follows:

- 9.01.1 JP Morgan Chase
- 9.01.2 Bank of America
- 9.01.3 Capital One Bank
- 9.01.4 State Bank of Long Island
- 9.01.5 TD Bank
- 9.01.6 Flushing Commercial Bank

10. Designation of District Newspaper for Legal Advertising

10.01 Designating *The Observer* as the Official Newspaper for District publications and legal notices for the 2011-2012 school year

Trustee McCue requested that the online circulation be used in calculating total circulation for future recommendations.

11. Time and Place of Board Meetings

11.01 The Board adopted the 2011-2012 Calendar of Board Meetings at its April 28, 2011 Board Meeting.

12. Authorization to Publish the Annual Financial Report

12.01 Authorizing publication of the Annual Financial Report for the 2010-2011 school year in the official newspaper

13. Bond for District Treasurer and Deputy District Treasurer

13.01 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 2, 2011 to June 30, 2012

14. Authorization to Reimburse Expenses

14.01 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

15. Authorization to Certify Payrolls

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

16. Authorization to Make Transfers

16.01 Authorizing the Superintendent of Schools or her 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

17. Adoption of List of Religious Holidays

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

18. Authorization to Establish Petty Cash Funds

18.01 Approving Petty Cash Funds in the amount of \$100 each with the following persons designated to administer these funds for the 2011-2012 school year:

- Mrs. Barbara Falotico, Principal, Bellerose Avenue School
- Mr. Thomas Harrison, Principal, Fifth Avenue School
- Ms. Anne Whooley, 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
- Ms. Joanne Kroon, 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

19. Signatories for Federal Projects

19.01 Appointing for the 2011-2012 school year, Dr. Marylou McDermott, 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.

20. Designation of Signatory for Tax Anticipation Notes

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

21. Appointment of School Physicians

21.01 Appointing the doctors of North Suffolk Medical Associates as the School Physician for 2011-2012 and authorizing the Board President to execute a contract to this effect

22. Attendance Officer

22.01 Appointing Judy Proscia as the District's Attendance Officer

23. Athletic Trainer

23.01 Appointing Shawn Scattergood as the District's Athletic Trainer

24. Records Access Officer

24.01 Appointing Beth Nystrom as the Records Access Officer

25. Records Management Officer

25.01 Appointing Bernard Krueger as the Records Management Officer

26. Asbestos Designee

26.01 Appointing Anthony Resca as the Asbestos Designee

27. Census Enumerator

27.01 Appointing Judy Proscia as the Census Enumerator

28. Residency of Students Designees

28.01 Appointing the Superintendent and the Administrator of Technology as the Board's official designees for determining residency of students

29. School Related Transportation

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

30. Mileage Reimbursement

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

Vote on Trustee Thompson's motion to approve all items under 8. through 30. was unanimously carried.

31. District Cell Phones

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

At 8:25 p.m., motion was made by Trustee McCue, seconded by Trustee Binger, to adjourn the Annual Organization Meeting and to reconvene in regular session.

Unanimously carried.

---

Beth M. Nystrom  
District Clerk

bmn