

East Islip School District
Craig B. Gariepy Avenue
Islip Terrace, New York 11752
July 2, 2009 - Approved
ANNUAL REORGANIZATION MEETING

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| MTG. CALLED TO ORDER:
EXECUTIVE SESSION: | 1. Meeting called to order by Mrs. Rogers, District Clerk at 6:00 p.m. |
| EXECUTIVE SESSION
ADJOURNED: | 2. Motion by Mr. Reed to adjourn to executive session; seconded by Mr. Cronin and unanimously approved. Executive session began at 6:00 p.m. |
| | 3. Motion by Mr. Reed to adjourn executive session in order to reconvene in open public session; seconded by Mr. Cronin and unanimously approved. Meeting moved to Boardroom at 7:20 p.m. |
| MTG. CALLED TO ORDER: | 4. Public session of meeting called to order by Marie Rogers, District Clerk, at 7:20 p.m. |
| SALUTE TO FLAG: | 5. Mrs. Rogers led those in attendance to a salute to the flag. |
| BD. TRUSTEES TAKE OATH OF OFFICE: | 6. Mr. Raffone and Mr. Sargent, Board Trustees, were sworn into office by the District Clerk. |
| NOMINATIONS FOR BOARD PRESIDENT: | 7. Motion by Mr. Reed to nominate Mrs. Phillips as Board President; seconded by Mr. Cronin and unanimously approved. Mrs. Phillips was elected President of the Board of Education for the 2009/2010 school year. |
| MEETING CHAIRED BY NEW PRESIDENT: | 8. The District Clerk turned the meeting over to Mrs. Phillips, newly elected President of the Board for 2009/10. |
| NOMINATIONS FOR VICE PRESIDENT: | 9. Motion by Mr. Raffone to nominate Mr. Cronin as Vice President; seconded by Mr. Reed and unanimously approved. Mr. Cronin was elected Board Vice President for 2009/10. |
| APPOINTMENT OF DISTRICT CLERK: | 10. Motion by Mr. Raffone to appoint Mrs. Marie Rogers as District Clerk for the school year 2009/10 at a salary of \$25,785; seconded by Mr. Sargent and unanimously approved. |
| APPOINTMENT OF CONTINGENT DISTRICT CLERK: | 11. Motion by Mr. Reed to appoint Mrs. Carol Feudi as Contingent District Clerk for the school year 2009/10. This title will allow Mrs. Feudi to handle District Clerk duties in the absence of the District Clerk; seconded by Mr. Cronin and unanimously approved. |
| APPOINTMENT OF BOARD SECRETARY: | 12. Motion by Mr. Reed to appoint Mrs. Carol Feudi as Board Secretary for the school year 2009/10 at a stipend of \$5,356; seconded by Mr. Cronin and unanimously approved. |
| APPOINTMENT OF DISTRICT TREASURER: | 13. Motion by Mr. Reed to appoint Mrs. Maria Brabender as District Treasurer for the school year 2009/10 at a salary of \$73,678; seconded by Mr. Raffone and unanimously approved. |

- APPOINTMENT OF DEPUTY TREASURER: 14. Motion by Mr. Reed to appoint Maureen Pace as Deputy Treasurer for the school year 2009/10 at an estimated annual salary of \$12,000 based on an hourly rate of \$21.22; seconded by Mr. Cronin and unanimously approved.
- APPOINTMENT OF ASSISTANT TREASURER: 15. Motion by Mr. Reed to appoint Mrs. Terri Ferro as Assistant Treasurer for the school year 2009/10 with no additional salary. This title will authorize Mrs. Ferro as a second person to sign checks when necessary in the event the Deputy Treasurer is not available; seconded by Mr. Cronin and unanimously approved.
- APPOINTMENT OF SCHOOL ATTORNEY: 16. Motion by Mr. Reed to appoint the law firm of Ingerman, Smith, LLP as the School Attorneys for the school year 2009/10 at an annual retainer of \$143,000 and \$180 per hour litigation rate; seconded by Mr. Cronin and unanimously approved.
- BOND ATTORNEY: 17. Motion by Mr. Reed to appoint Orrick, Herrington & Sutcliffe, LLP as Bond Attorney for the school year 2009/10 at an estimated amount of \$10,000 to cover legal cost for issuing tax anticipated notes, bonds and bond anticipation notes; Seconded by Mr. Raffone and unanimously approved.
- APPOINTMENT OF EXTRA-CLASSROOM ACTIVITY TREASURER: 18. Motion by Mr. Reed to appoint Mrs. Terri Ferro as Extra-classroom Activity Treasurer for the school year 2009/10 with a stipend of \$5,356.00; seconded by Mr. Sargent and unanimously approved.
- APPOINTMENT OF EXTERNAL AUDITOR: 19. Motion by Mr. Reed to appoint the accounting firm of Coughlin, Foundotos, Cullen & Danowski as the School District independent external auditor for the school year 2009/10 at an annual retainer of \$49,300; Seconded by Mr. Raffone and unanimously approved.
- APPOINTMENT OF INTERNAL AUDITOR: 20. Motion by Mr. Raffone to appoint the accounting firm of Nawrocki Smith, LLP as the School District independent internal auditor for the school year 2009/10 at an annual retainer of \$47,280; Seconded by Mr. Reed and unanimously approved.
- APPOINTMENT OF CLAIMS AUDITOR: 21. Motion by Mr. Reed to appoint the accounting firm of Arthur Venezia as the School District claims auditor for the school year 2009/10 at a monthly rate of \$1,800; Seconded by Mr. Cronin and unanimously approved.
- FIXED ASSETS CAPITALIZATION 22. Motion by Mr. Reed to appoint CBIZ Valuation Group, LLC as Property Control Manager for the 2009/10 school year; Seconded by Mr. Raffone and unanimously approved.
- COMPROLLER: 23. Motion by Mr. Reed to appoint Carl Fraser, Asst. Superintendent for Business, as Comptroller for the school year 2009/10 with no extra pay; seconded by Mr. Cronin and unanimously approved.

PAYROLL
CERTIFICATION:

24. Motion by Mr. Reed to authorize the Superintendent of Schools, Wendell Chu, or his designee, to certify payrolls; seconded by Mr. Sargent and unanimously approved.

SUBSTITUTE LISTS
& EMPLOYMENT
OF SAME:

25. Motion by Mr. Reed to authorize the Superintendent of Schools, Wendell Chu, or his designee, to establish lists of substitute teachers and to employ them; seconded by Mr. Cronin and unanimously approved.

ATTENDANCE AT
PROFESSIONAL
MTGS. &
CONFERENCES:

26. Motion by Mr. Reed to authorize the Superintendent of Schools, Wendell Chu, or his designee, to approve, in advance, attendance at professional meetings and conferences of staff members and submit reimbursement requests for expenses so incurred; seconded by Mr. Raffone and unanimously approved.

PETTY CASH:

27. Motion by Mr. Sargent to approve allocation of Petty Cash Funds as follows:

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|-------------------------|--------------------|------------------------------------|
| HS Principal \$100 | Mr. Saidens \$100 | Mr. Chu \$100 |
| Mr. Bernard \$100 | Mrs. Belz \$100 | Mrs. Naccarato \$100 |
| Mr. Tartaglia \$100 | PPS/SP ED \$ 100* | Mrs. Harper \$100 |
| Carl Fraser \$100 | Mr. Blieberg \$100 | Mrs. O'Connor \$100 |
| Mrs. Becker-Santa \$100 | Mrs. Kohler \$100 | Mrs. Rogers (District Clerk) \$100 |
- (*\$50 SE/\$50 CPSE); Seconded by Mr. Cronin and unanimously approved.

OFFICIAL
NEWSPAPERS OF
DISTRICT:

28. Motion by Mr. Sargent to approve the Islip Bulletin and Newsday as the official newspapers of the School District for the 2009/10 school year; seconded by Mr. Raffone and unanimously approved.

OFFICIAL BANK OF
DISTRICT:

29. Motion by Mr. Raffone to approve Bank of America as the official bank of the School District for the 2009/10 school year; seconded by Mr. Reed and unanimously approved.

RENEWAL OF
BONDING:

30. Motion by Mr. Raffone to approve bond for the Asst. Superintendent for Business in the amount of \$1,000,000 as of July 1, 2009; the District Treasurer's bond for \$1,000,000 as of July 1, 2009 and the Deputy Treasurer's bond for \$1,000,000 as of July 1, 2009; and the Claims Auditor's bond for \$1,000,000 as of July 1, 2009; seconded by Mr. Reed and unanimously approved.

INVESTMENT
POLICY:

31. Motion by Mr. Reed to approve the Investment Policy of the East Islip School District as recommended by the New York State Office of State Comptroller; seconded by Mr. Cronin and unanimously approved. (Copy of Investment Policy of EISD Appended to Minutes)

PURCHASING
POLICY:

32. Motion by Mr. Reed to approve the Purchasing Policy of the East Islip School District as recommended by the Assistant Superintendent for Business and the Superintendent of Schools; seconded by Mr. Cronin and unanimously approved. (Copy of Purchasing Policy of EISD Appended to Minutes)

DESIGNATION OF DAY FOR BD. OF ED. BUSINESS MEETINGS:

33. Motion by Mr. Sargent to authorize the second Thursday of each month for the Board of Education Business Meeting, 2009/2010; seconded by Mr. Raffone and unanimously approved.

SCHOOL BOARD CONFERENCES:

34. Motion by Mr. Cronin to authorize Board of Education members to attend educational and school district related conferences; seconded by Mr. Raffone and unanimously approved.

CERTIFIED LIST OF H.S. GRADUATES:

35. Motion by Mr. Sargent to post a certified list of all high school graduates for 2008/09, including those who graduated in January 2009. Motion seconded by Mr. Raffone and unanimously approved. (Copy of list appended to Minutes)

LIST OF REGISTRARS & INSPECTORS:

36. Motion by Mr. Reed to approve the List of Registrars and Inspectors for the Annual Budget Vote; seconded by Mr. Cronin and unanimously approved.

SCHOOL PHYSICIAN & PHYSICIAN FEES

37. Motion by Mr. Reed to approve the appended list of School Physicians and fees for Professional Medical Services for the school year 2009/10 as recommended by the Pupil Personnel Services and Special Education, the Assistant Superintendent for Personnel and Instruction, and the Superintendent of Schools; seconded by Mr. Raffone. Mr. Sargent abstained. Motion carried.

TRAVEL AGENT

38. Motion by Mr. Cronin to table the approval of Sawyer Travel Agency as the official travel agency for the district; seconded by Mr. Raffone and unanimously approved.

RESOLUTION ON JOINT COOPERATIVE PURCHASING

39. Motion by Mr. Reed to approve the following resolution regarding Joint Cooperative Purchasing as recommended by the Asst. Superintendent for Business and the Superintendent of Schools: WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and
WHEREAS, the East Islip School District, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and
WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and
WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said

Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.

BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

BE IT FURTHER RESOLVED that a Membership Committee consisting of one (1) representative from each Participant shall be formed. The Participant shall accordingly appoint one (1) representative to the Membership Committee. Said representative shall be provided with a list of bids. A meeting of the Membership Committee shall be held annually. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

BE IT FURTHER RESOLVED that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program; seconded by Mr. Raffone and unanimously approved.

RELIGIOUS HOLIDAYS:

- 40. Motion by Mr. Raffone to approve the appended list of religious holidays, which may impact state aid, as recommended by the Superintendent of Schools; seconded by Mr. Cronin and unanimously approved.
(List of Board approved Religious Holidays appended to Minutes)

APPROVAL OF COMMITTEE ON SPECIAL EDUCATION:

- 41. Motion by Mr. Reed to approve the appointments to the Committee on Special Education as indicated on appended lists; seconded by Mr. Raffone and unanimously approved. (List of CSE appointments appended to Minutes)

APPROVAL OF COMMITTEE ON PRE-SCHOOL SPECIAL EDUCATION:

- 42. Motion by Mr. Sargent to approve the appointments to the Committee on Pre-School Special Education as indicated on appended lists; seconded by Mr. Reed and unanimously approved. (List of CPSE appointments appended to Minutes)

APPROVAL OF
AUTISM
SPECIALISTS

43. Motion by Mr. Reed to approve the appended list of autism specialists who must be available to fulfill the related services as called for on the Individual Education Plan; seconded by Mr. Cronin and unanimously approved.

P.L. 874
AUTHORIZATION:

44. Motion by Mr. Sargent to designate Wendell Chu, Superintendent of Schools or Carl Fraser, Asst. Superintendent for Business, as authorized representatives empowered to sign P.L. 874 Federal Aid Applications and Reports for 2009/10; seconded by Mr. Raffone and unanimously approved.

DESIGNATION OF
HEARING
OFFICERS:

45. Motion by Mr. Reed to designate the State Education Rotational List of Hearing Officers for our district; seconded by Mr. Cronin and unanimously approved.

APPROVAL OF
ARCHITECTURAL
FIRM:

46. Motion by Mr. Reed to approve Tetra Tech Architects & Engineers as the architectural firm for the District; seconded by Mr. Cronin and unanimously approved.

VOTER
REGISTRATION
RESOLUTION:

47. Motion by Mr. Sargent to allow voter registration at all school events; seconded by Mr. Raffone and unanimously approved.

BOARD LIAISON
APPOINTMENTS:

48. Motion by Mr. Reed to adopt the Board Liaison Appointments for the 2009/10 School Year as listed below; Seconded by Mr. Cronin and unanimously approved.

Committee:	Board Member/s:
Audit Committee	Mrs. Phillips; Mr. Reed
SAVE/Code of Conduct	Mr. Cronin; Mr. Sargent
Excellence in Learning	Mr. Reed
Health & Wellness	Mr. Raffone
Multi-District	Mrs. Phillips
Islip Town School Board	Mr. Cronin
Nutrition	Mr. Cronin
Plant & Facilities Safety	Mr. Cronin; Mr. Raffone
PTA	Mr. Raffone; Mr. Sargent
REFIT	Mrs. Phillips; Mr. Sargent
Repair & Renovation	Mr. Raffone; Mr. Sargent
School Business Partnership	Mr. Reed
Special Education	Mrs. Phillips

MEETING
ADJOURNED:

49. Motion by Mr. Sargent to adjourn the Annual Reorganization Meeting; seconded by Mr. Raffone and unanimously approved. Meeting adjourned at 7:54 p.m.