

East Islip School District
Craig B. Gariepy Avenue
Islip Terrace, New York 11752
July 12, 2012 - 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. Raffone to adjourn to executive session; seconded by Mrs. Phillips and unanimously approved. Executive session began at 6:00 p.m. |
| MTG. CALLED TO ORDER: | 3. Motion by Mrs. Phillips to adjourn executive session in order to reconvene in open public session; seconded by Mr. Raffone and unanimously approved. Meeting moved to Boardroom at 7:15p.m. |
| SALUTE TO FLAG: | 4. Public session of meeting called to order by Marie Rogers, District Clerk, at 7:16 p.m. |
| NOMINATIONS FOR BOARD PRESIDENT: | 5. Mrs. Rogers led those in attendance to a salute to the flag. |
| MEETING CHAIRED BY NEW PRESIDENT: | 6. Motion by Mr. Reed to nominate Mr. Cronin as Board President; seconded by Mr. Raffone and unanimously approved. Mr. Cronin was elected President of the Board of Education for the 2012/2013 school year and sworn into office by the district clerk. Mr. Raffone was also sworn into office by the district clerk. |
| NOMINATIONS FOR VICE PRESIDENT: | 7. The District Clerk turned the meeting over to Mr. Cronin, newly elected President of the Board for 2012/2013. |
| APPOINTMENT OF DISTRICT CLERK: | 8. Motion by Mrs. Phillips to nominate Mr. Raffone as Vice President; seconded by Mr. Montuori and unanimously approved. Mr. Raffone was elected Board Vice President for 2012/2013. |
| APPOINTMENT OF CONTINGENT DISTRICT CLERK: | 9. Motion by Mr. Montuori to appoint Mrs. Marie Rogers as District Clerk for the school year 2012/2013 at a salary of \$27,089; seconded by Mr. Raffone and unanimously approved. |
| APPOINTMENT OF BOARD SECRETARY: | 10. Motion by Mrs. Phillips to appoint Carol Feudi as Contingent District Clerk for the school year 2012/2013. This title will allow Mrs. Feudi to handle District Clerk duties in the absence of the District Clerk; seconded by Mr. Montuori and unanimously approved. |
| APPOINTMENT OF DISTRICT TREASURER: | 11. Motion by Mr. Raffone to appoint Carol Feudi as Board Secretary for the school year 2012/2013 at a stipend of \$5,627.00; seconded by Mrs. Phillips and unanimously approved. |
| | 12. Motion by Mr. Raffone to appoint Mrs. Maria Brabender as District Treasurer for the school year 2012/2013 at a salary of \$77,406; seconded by Mr. Montuori and unanimously approved. |

- APPOINTMENT OF DEPUTY TREASURER: 13. Motion by Mr. Raffone to appoint Maureen Pace as Deputy Treasurer for the school year 2012/2013 at an hourly rate of \$22.30; seconded by Mrs. Phillips and unanimously approved.
- APPOINTMENT OF ASSISTANT TREASURER: 14. Motion by Mr. Raffone to appoint Mrs. Terri Ferro as Assistant Treasurer for the school year 2012/2013 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 Mrs. Phillips and unanimously approved.
- APPOINTMENT OF SCHOOL ATTORNEY: 15. Motion by Mr. Raffone to appoint the law firm of Ingerman, Smith, LLP as the School Attorneys for the school year 2012/2013 at an annual retainer of \$45,000 and \$190 per hour litigation rate; seconded by Mr. Montuori and unanimously approved.
- APPOINTMENT OF SPECIAL EDUCATION ATTORNEY: 16. Motion by Mr. Montuori to appoint the law firm of Frazer & Feldman, LLP as special education attorneys for the school year 2012/2013 at a rate of \$185 per hour for attorneys and \$100 an hour for law clerks and paralegals; seconded by Mr. Raffone and unanimously approved.
- BOND ATTORNEY: 17. Motion by Mrs. Phillips to appoint Orrick, Herrington & Sutcliffe, LLP as Bond Attorney for the school year 2012/2013 at an estimated amount of \$12,000 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 2012/2013 with a stipend of \$5,627.00; seconded by Mr. Raffone and unanimously approved.
- APPOINTMENT OF CHIEF FACULTY COUNSELORS: 19. Motion by Mr. Reed to appoint each Principal as Chief Faculty Counselor. It is recommended that the duties of the Principals be expanded to encompass the duty of this officer to coordinate the financial planning of all projects of the various pupil organizations in their buildings; to consult with the faculty advisers; to appoint a faculty adviser for each activity in their buildings on an annual basis; and to submit to the Board of Education for approval all new activity organizations initiated by the students. Principals shall investigate all problems and disputes concerning the student organizations under their jurisdiction and shall effect action that will enable these problems and disputes to be resolved. In addition, they shall be charged with implementation of any corrective action plan developed as part of the audit of the activities under their jurisdiction; Seconded by Mr. Raffone and unanimously approved.

- APPOINTMENT OF EXTERNAL AUDITOR: 20. Motion by Mr. Reed to appoint the accounting firm of Cullen & Danowski as the School District independent external auditor for the school year 2012/2013 at an annual retainer of \$46,800; Seconded by Mr. Raffone and unanimously approved.
- APPOINTMENT OF INTERNAL AUDITOR: 21. Motion by Mrs. Phillips to appoint the accounting firm of Nawrocki Smith, LLP as the School District independent internal auditor for the school year 2012/2013 at an annual retainer of \$39,500; Seconded by Mr. Raffone and unanimously approved.
- APPOINTMENT OF CLAIMS AUDITOR: 22. Motion by Mr. Montuori to appoint the accounting firm of Arthur Venezia as the School District claims auditor for the school year 2012/2013 at an annual rate of \$21,000; Seconded by Mr. Raffone and unanimously approved.
- FIXED ASSETS CAPITALIZATION 23. Motion by Mr. Reed to appoint CBIZ Valuation Group, LLC as Property Control Manager for the 2012/2013 school year; Seconded by Mr. Raffone and unanimously approved.
- COMPTROLLER: 24. Motion by Mrs. Phillips to appoint Carl Fraser, Asst. Superintendent for Business, as Comptroller for the school year 2012/2013 with no extra pay; seconded by Mr. Raffone and unanimously approved.
- PAYROLL CERTIFICATION: 25. Motion by Mr. Montuori to authorize the Superintendent of Schools, John J. Finello, or his designee, to certify payrolls; seconded by Mr. Raffone and unanimously approved.
- SUBSTITUTE LISTS & EMPLOYMENT OF SAME: 26. Motion by Mr. Raffone to authorize the Superintendent of Schools, John J. Finello, or his designee, to establish lists of substitute teachers and to employ them; seconded by Mrs. Phillips and unanimously approved.
- ATTENDANCE AT PROFESSIONAL MTGS. & CONFERENCES: 27. Motion by Mr. Reed to authorize the Superintendent of Schools, John J. Finello, 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: 28. Motion by Mr. Reed to approve allocation of Petty Cash Funds as follows:
Mr. Brennen \$100 Mr. Finello \$100
Mr. Bernard \$100 Dr. Smith \$100 Mrs. Naccarato \$100
Mr. Woellhof \$100 PPS/SP ED \$ 100* Dr. Belz \$100
Mr. Fraser \$100 Mr. Restivo \$100 Mrs. O'Rourke \$100
Mrs. Becker-Santa \$100 Mrs. Cummings \$100 Mrs. Rogers (District Clerk) \$100 (*\$50 SE/\$50 CPSE/Mrs. Kosser);
Seconded by Mr. Montuori and unanimously approved.

OFFICIAL
NEWSPAPERS OF
DISTRICT:

29. Motion by Mr. Raffone to approve the Islip Bulletin and Newsday as the official newspapers of the School District for the 2012/2013 school year; seconded by Mrs. Phillips and unanimously approved.

OFFICIAL BANK OF
DISTRICT:

30. Motion by Mr. Raffone to approve Bank of America as the official bank of the School District for the 2012/2013 school year; seconded by Mr. Montuori and unanimously approved.

RENEWAL OF
BONDING:

31. Motion by Mrs. Phillips to approve bond for the Asst. Superintendent for Business in the amount of \$1,000,000 as of July 1, 2012; the District Treasurer's bond for \$1,000,000 as of July 1, 2012 and the Deputy Treasurer's bond for \$1,000,000 as of July 1, 2012; and the Claims Auditor's bond for \$1,000,000 as of July 1, 2012; seconded by Mr. Raffone and unanimously approved.

INVESTMENT
POLICY:

32. 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. Raffone and unanimously approved.
(Copy of Investment Policy of EISD Appended to Minutes)

PURCHASING
POLICY:

33. Motion by Mrs. Phillips 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. Raffone and unanimously approved.
(Copy of Purchasing Policy of EISD Appended to Minutes)

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

34. Motion by Mr. Montuori to authorize the second Thursday of each month for the Board of Education Business Meeting, 2012/2013, and as amended on the appended calendar; seconded by Mr. Raffone and unanimously approved.

SCHOOL BOARD
CONFERENCES:

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

CERTIFIED LIST OF
H.S. GRADUATES:

36. Motion by Mr. Raffone to post a certified list of all high school graduates for 2011/2012, including those who graduated in August 2011 and January 2012. Motion seconded by Mr. Reed and unanimously approved. (Copy of list appended to Minutes)

LIST OF
REGISTRARS &
INSPECTORS:

37. Motion by Mr. Raffone to approve the List of Registrars and Inspectors for the Annual Budget Vote; seconded by Mr. Montuori and unanimously approved.

SCHOOL
PHYSICIAN &
PHYSICIAN FEES

38. Motion by Mr. Raffone to approve the appended list of School Physicians and fees for Professional Medical Services for the school year 2012/2013 as recommended by the Assistant to the Superintendent for Student Support Services, the Assistant Superintendent for Personnel and Instruction, and the Superintendent of Schools; seconded by Mr. Montuori and unanimously approved.

RESOLUTION ON
JOINT
COOPERATIVE
PURCHASING

39. Motion by Mr. Raffone 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 Participant Meeting shall be held annually consisting of a representative from each Program Participant. 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 an Advisory Committee will be formed consisting of five to ten representatives of Program

Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

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. Reed and unanimously approved.

- 40. 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:

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

APPROVAL OF AUTISM SPECIALISTS

- 42. Motion by Mr. Raffone 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. Reed and unanimously approved.

P.L. 874 AUTHORIZATION:

- 43. Motion by Mr. Raffone to designate John J. Finello, 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 2012/2013; seconded by Mr. Montuori and unanimously approved.

DESIGNATION OF HEARING OFFICERS:

- 44. Motion by Mrs. Phillips to designate the State Education Rotational List of Hearing Officers for our district; seconded by Mr. Raffone and unanimously approved.

RE-ADOPTION OF BOARD POLICIES:

- 45. Motion by Mr. Reed to re-adopt all current Board of Education Policies for the 2012/2013 school year; Seconded by Mr. Raffone and unanimously approved.

RE-ADOPTION OF CODE OF CONDUCT:

- 46. Motion by Mr. Reed to re-adopt the current Code of Conduct Policy for the 2012/2013 school year; Seconded by Mr. Montuori and unanimously approved.

NATIONAL SCHOOL BREAKFAST & LUNCH PROGRAM

- 47. Motion by Mrs. Phillips to participate in the National School Breakfast and Lunch Program for the 2012/2013 school year; Seconded by Mr. Raffone and unanimously approved.

SCHOOL LUNCH PRICES

48. Motion by Mrs. Phillips to approve the breakfast and lunch pricing for the 2012/2013 school year with the cost of breakfast at \$.75 and the cost of lunch at \$1.60 for elementary students and \$1.70 for secondary students; Seconded by Mr. Raffone and unanimously approved.

SECTION 504 COMPLIANCE OFFICER:

49. Motion by Mr. Reed to appoint Mrs. Susan Kosser as Section 504 Compliance Officer for the 2012/2013 school year with no additional salary; Seconded by Mr. Raffone and unanimously approved.

TITLE IX COMPLIANCE OFFICERS:

50. Motion by Mr. Montuori to appoint Dr. Lisa Belz and Mr. Stephen Restivo as Title IX Compliance Officers for the 2012/2013 school year with no additional salary; Seconded by Mr. Raffone and unanimously approved.

RECORDS ACCESS OFFICER:

51. Motion by Mr. Raffone to appoint Mr. Eric Woellhof as Records Access Officer for the 2012/2013 school year with no additional salary; Seconded by Mr. Montuori and unanimously approved.

RESIDENCY HEARING OFFICER:

52. Motion by Mrs. Phillips to appoint Mrs. Alise Becker-Santa as Residency Hearing Officer for the 2012/2013 school year with no additional salary; Seconded by Mr. Raffone and unanimously approved.

CHIEF INFORMATION OFFICER:

53. Motion by Mr. Raffone to appoint Mr. Daniel Friedman as Chief Information Officer for the 2012/2013 school year with no additional salary; Seconded by Mrs. Phillips and unanimously approved.

CONTINGENT CHIEF INFORMATION OFFICER:

54. Motion by Mr. Raffone to appoint Mrs. Christine Reinheimer as contingent Chief Information Officer for the 2012/2013 school year with no additional salary; Seconded by Mrs. Phillips and unanimously approved.

VOTER REGISTRATION RESOLUTION:

55. Motion by Mrs. Phillips to allow voter registration at all school events; seconded by Mr. Raffone and unanimously approved.

BOARD LIAISON APPOINTMENTS:

56. Motion by Mr. Raffone to adopt the Board Liaison Appointments for the 2012/2013 School Year as listed below; Seconded by Mrs. Phillips and unanimously approved.

<u>Committee:</u>	<u>2012/2013</u>
Audit Committee	Mrs. Phillips; Mr. Reed
SAVE/Code of Conduct	Mr. Cronin; Mr. Montuori
Excellence in Learning	Mr. Montuori
Health & Wellness	Mr. Raffone
Multi-District	Mrs. Phillips; Mr. Reed
Islip Town School Board	Mr. Cronin Mr. Raffone; Mr. Montuori (contingent)

Nutrition	Mr. Montuori
Plant & Facilities Safety	Mr. Cronin; Mr. Raffone
PTA	Mr. Reed; Mrs. Phillips Mr. Montuori (contingent)
REFIT	Mr. Raffone
Repair & Renovation	Mr. Raffone
School Business Partnership	Mr. Reed
Special Education	Mrs. Phillips
Long Range Planning	Mrs. Phillips; Mr. Cronin
Superintendent Search	Mrs. Phillips; Mr. Reed
Technology	Mr. Reed
Transportation	Mr. Raffone

MEETING
ADJOURNED:

58. Motion by Mr. Raffone to adjourn the Annual Reorganization Meeting; seconded by Mr. Montuori and unanimously approved. Meeting adjourned at 7:42 p.m.