

AGENDA

SPRINGS UNION FREE SCHOOL DISTRICT

Board of Education
July 7, 2014

Reorganizational Meeting
Springs School Library

AGENDA

REORGANIZATIONAL MEETING 6:00 p.m.

- I. Call to Order/Pledge of Allegiance

- II. Administer Oath of Faithful Performance to Newly Elected Members

Elizabeth Mendelman

- III. Election of Officers

President of the Board

Be it resolved that the Board of Education hereby elects _____ to serve as President of the Board of Education for the 2014-15 school year.

Nomination made by _____, seconded by _____.

Vice-President of the Board

Be it resolved that the Board of Education hereby elects _____ to serve as Vice President of the Board of Education for the 2014-15 school year.

Nomination made by _____, seconded by _____.

District Clerk to Administer Oath to the newly elected President and Vice President

- IV. Appointments

Be it resolved that the Board of Education hereby approves the appointment of Thomas Primiano as District Treasurer for the 2014-15 school year, unless sooner discontinued, at a salary to be determined. Current salary will remain in effect until superseded by Board action.

Be it resolved that the Board of Education hereby approves the appointment of Frances Silipo to the stipended, 12-month position of District Clerk for the 2014-15 school year, unless sooner discontinued, for the annual stipend of \$11,000.

Be it resolved that the Board of Education hereby approves the appointment of Daniel Penalver to the 12-month position of Claims Auditor for the 2014-15 school year, unless sooner discontinued, at the rate of \$35.00 per hour.

Board of Education President to Administer Oath of Faithful Performance to Board Appointed District Treasurer, Superintendent, District Clerk, and Claims Auditor.

V. Reports and Reviews

VI. Votes and Resolutions

- 1. Non-Stipended Appointments**
- 2. Contractual Service Appointments and Authorization of Agreements**
- 3. Approval of Board Designations**
- 4. Approval of Board Authorizations**
- 5. Appointment of Frances Silipo as Purchasing Agent**
- 6. Appointment of Frances Silipo as Substitute-Caller**
- 7. Authorization for Bonding of District Treasurer, District Clerk, and Claims Auditor**
- 8. Readoption of Policies and Regulations**
- 9. Approval of Mileage Rate for Use of Personal Vehicle for District Business**
- 10. Approval of Payroll Dates for the 2014-15 Year**
- 11. Appointment of Personnel to Conduct the Annual District Meeting, and Approval of Voting Machine Rental**
- 12. Appointments to the Committee on Special Education (CSE) and Pre-school Committee on Special Education (CPSE)**
- 13. Approval of Board Member Participation in the Workers' Compensation Plan**
- 14. Approval of Appointments to Special Committees**
- 15. Approval of Minutes for the June 9, 2014, Board Meeting**
- 16. Renewal of Omni Agreement for 2014-15**
- 17. Agreement with East End Kids**
- 18. Agreement with Achieve Beyond, Inc.**
- 19. Agreement with Bartky Health Care Center, LLC.**
- 20. Agreement with Zycron for Medicaid Reimbursement**
- 21. Appointment of Claims Auditor**
- 22. Appointment of Diana Zuchelli**
- 23. Appointment of Ken Hamilton, Consultant**
- 24. Appointment of Walter A. McDermott, auditing services**
- 25. Appointment of Utility Rate Analysis Consultants**

VII. New Business/Items of Concern

VIII. Adjournment

Votes and Resolutions:

1. **Be it resolved that the Board of Education approves the following non-stipended appointments for the 2014-15 school year:**
 - a.) **Records Access Officer: Frances Silipo**
 - b.) **Records Management Officer: Frances Silipo**
 - c.) **Section 504 Hearing Officer: Eric Casale**
 - d.) **Emergency Management Coordinator: Eric Casale**
 - e.) **Public Information Officer: Syntax Communications, Inc.**
 - f.) **Title IX Officer: Eric Casale**
 - g.) **Extra-Class Chief Faculty Advisor: Eric Casale**
 - h.) **Extra-Class Central Treasurer: Thomas Primiano**

2. **Be it resolved that the Board of Education hereby approves the contractual services appointments and authorizes the Board President to execute engagement agreements indicated below for the 2014-15 school year (as filed in the Office of the District Clerk):**
 - a.) **General Counsel: Ingerman Smith, LLP**
 - b.) **Labor Counsel: Ingerman Smith, LLP**
 - c.) **School Physician: East End Pediatrics**
 - d.) **Internal Auditor, Rizzi, Schwartz, & Taraskas, LLP**
 - e.) **External Auditor, R.S. Abrams, LLP**
 - f.) **Preparation of Financial Statements and Accounting Services: Cullen & Danowski, LLP.**

3. **Be it resolved that the Board of Education hereby approves the following designations for the 2014-15 school year:**

a.) Depositories for District Funds:

Bridgehampton National Bank

- | | |
|---------------------|-------------|
| 1.) Milk Fund | # 400003281 |
| 2.) Federal Fund | # 400003307 |
| 3.) T&A Payroll | # 400040689 |
| 4.) Operating Fund | # 400039475 |
| 5.) Student Council | # 400090833 |
| 6.) Eighth Grade | # 400090841 |
| 7.) Money Market | #480110980 |
| 8.) Capital Fund | #400094918 |

Capital One Bank

- | | |
|---------------|-------------|
| 1.) Flex Plan | #2254044395 |
|---------------|-------------|

Putnam/Northern Westchester BOCES

- | | |
|--------------------|--------------------|
| 1.) General | # NY -01-0196-0001 |
| 2.) Debt Service | # NY -01-0196-0003 |
| 3.) Repair Reserve | # NY -01-0196-0004 |

4.) Capital Reserve

NY -01-0196-0002

b.) Calendar dates and times for regular monthly BOE meetings, Budget Hearing, and Budget Vote:

- **Monday, August 11, 2014, 6:30 p.m.**
- **Monday, September 8, 2014, 6:30 p.m.**
- **Monday, October 20, 2014, 6:30 p.m.**
- **Monday, November 10, 2014, 6:30 p.m.**
- **Monday, December 8, 2014, 6:30 p.m.**
- **Monday, January 12, 2015, 6:30 p.m.**
- **Monday, February 9, 2015, 6:30 p.m.**
- **Monday, March 9, 2015, 6:30 p.m.**
- **Monday, April 13, 2015, 6:30 p.m.**
- **Monday, May 11, 2015 6:30 p.m. (Budget Hearing)**
- **Tuesday, May 20, 2015 (Budget Vote) 1-9 p.m.**
- **Monday, June 8, 2015, 6:30 p.m.**

c.) Official District Newspapers: East Hampton Star / Southampton Press

d.) District Insurance Consultant:

- **New York State Insurance Reciprocal (NYSIR) for all insurance policies excluding student accident insurance polices**
- **Cook, Hall, and Hyde Insurance and Risk Management, East Hampton, NY for student accident insurance polices**

4. Be it resolved that the Board of Education hereby approves the following authorizations for the 2014-15 school year:

- a.) Superintendent to certify payrolls;**
- b.) Superintendent to approve conference requests for school district Board members and employees within budgeted amounts;**
- c.) Superintendent to approve budget transfers not to exceed \$30,000, and the Board of Education to receive monthly updates on such transfers;**
- d.) District Treasurer as primary signee of District checks with the Board President as the alternate signee in the absence of the District Treasurer;**
- e.) District Treasurer to invest School District Funds in short term securities;**
- f.) Associate Superintendent for Management Services of Eastern Suffolk BOCES to act as the representative of Springs UFSD in making application for Federal Aid under Public Law 81-874;**
- g.) Superintendent to serve as District Representative with authorization to execute applications in connection with Chapter 1 and 2 of the Elementary and Secondary Education Act.**

A motion was made by _____ seconded by _____ to approve resolutions #1-4 by consent.

5. Be it resolved that the Board of Education hereby approves the appointment of Frances Silipo to the stipended, 12-month position of

Purchasing Agent for the 2014-15 school year, unless sooner discontinued, for the annual stipend of \$1800.00

- 6. Be it resolved that the Board of Education hereby approves the appointment of Frances Silipo to the stipended position of Substitute Caller effective July 1, 2014 and ending August 30, 2014 unless sooner discontinued. The stipend amount is \$2365.00 pro-rated.**
- 7. Be it resolved that the Board of Education hereby authorizes the bonding of Thomas Primiano, District Treasurer; John Finello, Superintendent, Frances Silipo, District Clerk; and Daniel Panelvar, Claims Auditor, for the 2014-15 school year, in the amount of \$200,000 each.**
- 8. Be it resolved that the Board of Education hereby readopts all Policies and Administrative Regulations that were in effect at the close of the 2013-14 school year.**
- 9. Be it resolved that Springs UFSD reimburse employees and Board members of the District for use of personal vehicles for approved district business at the mileage rate designated by the Internal Revenue Service in effect at the time of travel.**

A motion was made by _____ seconded by _____ to approve resolutions #5-9 by consent.

- 10. Be it resolved that the Board of Education hereby approves the following payroll dates for the 2014-15 school year:**

- July 11 & 25**
- August 8 & 22**
- September 5 & 19**
- October 3, 17 & 31**
- November 14 & 28**
- December 12 & 26**
- January 9 & 23**
- February 6 & 20**
- March 6 & 20**
- April 3 & 17**
- May 1, 15 & 29**
- June 12 & 26**

- 11. Be it resolved that the Board of Education hereby appoints the following individuals to the titles indicated for the 2014-15 school year, unless sooner discontinued, at the rate of \$12.00 per hour, for the purpose of conducting the Annual District Meeting.**

Assistant Clerk: Deborah Rawleigh

Inspectors/Election Registrars: Catherine Matz, Valerie Meinken, Alison Ledda, and Katharina Bahns, Carla Morgan, as well as certified inspectors from the Suffolk County Board of Elections list.

Be it further resolved that the Board of Education hereby approves the rental of voting machines for the purpose of conducting the Annual District Meeting.

12. Be it resolved that the Committee on Special Education and the Committee on Pre-School Special Education for the 2014-15 school year be comprised of the following individuals:

- **Chairpersons: Keri DeLalio Diana Zuchelli**
- **Parents/Guardian(s) of the student**
- **Parent members: Carla Morgan, Jennifer Edwards, Kristine Brabant, and Subject student (whenever appropriate)**
- **Special education teacher of the student**
- **General education teacher of the student**
- **Related service provider (as needed)**
- **School physician (as needed, at the discretion of the CSE or CPSE chair)**
- **Suffolk County health services representative (for CPSE meetings only)**

13. Be it resolved that the Board of Education hereby authorizes workers' compensation coverage under the East End Workers' Compensation Plan for the members of the Board of Education. Such coverage shall be provided in accordance with the provisions of the Plan and the New York Workers' Compensation Law.

14. Be it resolved that the Board of Education hereby approves the following Committees as Special Committees, in accordance with District policy:

Audit Committee Members: Elizabeth Mendelman, John Grant, Timothy Frazier, Jeffrey Miller & Adam Wilson

Building & Grounds Committee: Jeffrey Miller, Eric Casale, Dan Newman, and Thomas Primiano .

Communications Committee: _____, _____ John Finello, and Eric Casale ,Fran Silipo and Kimberly Belkin.

Policy Committee: John Finello, Eric Casale, Timothy Frazier and Adam Wilson.

Traffic Safety Committee: Chief Michael Sarlo, Elizabeth Mendelman, Jeffrey Miller, Dan Newman, and Marion Flaherty.

Technology Committee: BOE (2 members) _____, _____

John Finello, Eric Casale, John Gibbons and (2 teacher representatives)

A motion was made by _____ seconded by _____ to approve resolutions #9-14 by consent.

15. Be it resolved that the Board of Education hereby approves the minutes from its meeting of June 9, 2014.
16. Be it resolved that the Board of Education hereby authorizes the superintendent to execute an agreement with The Omni Group, filed in the Office of the District Clerk, for financial services for the 2014-15 school year.
17. Be it resolved that the Board of Education hereby authorizes the superintendent to execute an agreement with East End Kids Therapy, Inc., filed in the office of the District Clerk, for consultant services to be provided for the 2014-15 school year.
18. Be it resolved that the Board of Education hereby authorizes the Superintendent to execute an agreement with Achieve Beyond, Inc. for the 2014-15 school year.
19. Be it resolved that the Board of Education hereby authorizes the superintendent to execute an agreement with Bartky Health Care Center, LLC., filed in the office of the District Clerk, for evaluation services to be provided for the 2014-15 school year.
20. Be it resolved that the Board of Education hereby approves the agreement with Zycron for the purpose of Medicaid funding.
A motion was made by _____ seconded by _____ to approve resolutions #15-20 by consent.
21. Be it resolved that the Board of Education hereby approves the appointment of Daniel Penalver, claims auditor effective July 8, 2013 and ending June 30, 2014. The rate of pay will be \$35.00 per hour.
22. Be it resolved that the Board of Education hereby approves the appointment of Diana Zuchelli, CSE Chairperson effective July 1, 2014 through August 31, 2014 year at the per diem rate of \$550.00 per day as needed unless sooner discontinued.
23. Be it resolved that the Board of Education hereby authorizes Kenneth Hamilton to perform ad hoc consulting services to the business office on an as needed basis, not to exceed two days per week. The hourly rate will be \$70.00.

24. Be it resolved that the Board of Education hereby approves the agreement with Walter A. McDermott for the purpose of telephone auditing services.

25. Be it resolved that the Board of Education hereby approves the agreement with Utility Rate Analysis Consultants for the purpose of gas and electric auditing services.

A motion was made by _____ seconded by _____ to approve resolutions #21 – 25 by consent.

A motion to adjourn was made by _____ seconded by _____ at _____ p.m.