

ANNUAL ORGANIZATION MEETING

The Annual Organization Meeting of the Board of Education of the Northport-East Northport Union Free School District, Town of Huntington, County of Suffolk, New York, was held on Monday evening, July 6, 2009, beginning at 6:30 p.m., in the Library at Northport High School, 154 Laurel Hill Road, Northport, New York, following an executive session held in the Career Counseling Center, with Mrs. Arlene S. Munson, Chairperson, opening the meeting and presiding.

Members present: Mrs. Liz Dragone, Mr. Joe Gannon, Mr. Rob Ingraham, Mr. Tim Madden, Mrs. Donna McNaughton, Mrs. Arlene S. Munson, Dr. Kay Hutchins Sato, Mr. Stephen V. Waldenburg, Jr., Mrs. Karen Wills

Members absent: None

Also present: Dr. Marylou McDermott, Superintendent of Schools

Mrs. Munson called the meeting to order.

Motion was made by Trustee Ingraham, seconded by Trustee Dragone, to convene in Executive Session to discuss a student matter.

Unanimously carried.

At 7:55 p.m., motion was made by Trustee Gannon, seconded by Trustee Sato, to reconvene in public session in the Library at Northport High School.

Unanimously carried.

Mrs. Munson led those present in the Pledge of Allegiance and pointed out the emergency exits.

Public attendance: There were approximately 25 persons present.

OATH OF OFFICE TO NEW BOARD MEMBERS

Jonathan Heidelberger, Board Counsel, administered the Oath of Office to Mr. Madden, Mrs. McNaughton and Mr. Waldenburg.

1. Election of Officers

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

Mrs. Munson was nominated for President by Trustee Sato, seconded by Trustee Wills. Mr. Waldenburg was nominated for President by Trustee Madden, seconded by Trustee Ingraham.

Vote on the nominations for the Office of President was as follows:

Mrs. Munson: Mrs. Dragone, Mrs. Munson, Dr. Sato, Mrs. Wills
Mr. Waldenburg: Mr. Gannon, Mr. Ingraham, Mr. Madden, Mrs. McNaughton, Mr. Waldenburg

Mr. Waldenburg was elected President of the Board of Education for the 2009-2010 school year.

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

Mrs. Munson was nominated for Vice President by Trustee Gannon, seconded by Trustee Sato.

There were no other nominations.

Mrs. Munson was unanimously elected Vice President of the Board of Education for the 2009-2010 school year.

Motion was made by Trustee Ingraham, seconded by Trustee Sato, approving items 2.1 through 2.11 for the 2009-2010 school year, with the exception of severed item 2.3:

2. Appointments

2.1 Beth Nystrom as District Clerk and Donna Quinlivan as Acting District Clerk.

2.2 Marybeth Morea as District Treasurer and Peter Polito as Deputy District Treasurer.

2.3 Ingerman Smith, L.L.P., as Board Attorney and Negotiating Attorney. - severed.

2.4 Christine Helbock as Claims Auditor.

2.5 Susan Shutowich as Purchasing Agent and Kathleen Molander authorized to act as Purchasing Agent in her absence.

2.6 Impartial Hearing Officers:

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

2.6.2 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.

2.7 Compliance Officers

2.7.1 Appointing John Lynch as Section 504 Compliance Officer.

2.7.2 Appointing Dr. Terry Bouton as Title IX Compliance Officer.

2.8 Appointing the following firms as brokers of record:

- . Sammis, Smith and Brush, 125 Froehlich Farm Blvd., Woodbury, NY 11797
- . N.Y.Schools Ins. Reciprocal, 333 Earle Ovington Blvd., Uniondale, NY 11553
- . GCG Risk Management, Inc., 11 Beach Street, 8th 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
- . Kurz Planning, 233 Main St., Huntington, NY 11743

2.9 Appointing Bonding Counsel and Financial Advisory Services:

2.9.1 Hawkins Delafield & Wood, LLP, One Chase Manhattan Plaza, NY, NY 10005, as Bonding Counsel

2.9.2 Munistat Services, Inc., 12 Roosevelt Ave., Pt. Jefferson Sta., NY 11776, for Financial Advisory Services

2.10 Appointing the firm of Coughlin, Foundotos, Cullen and Danowski, LLP as External Auditor for the 2009-2010 fiscal year.

2.11 Appointing the firm of Sheehan & Co. as Internal Auditor for the 2009-2010 fiscal year.

Vote on the motion to approve items 2.1 through 2.11, with the exception of severed item 2.3, was unanimously carried.

Motion was made by Trustee Ingraham, seconded by Trustee Sato, to approve item 2.3, appointment of the firm of Ingerman Smith, LLP as Board Attorney and Negotiating Attorney.

In response to a question on the appointment of the Board Attorney and Negotiating Attorney, several Board members stated that they have strong confidence in the firm of Ingerman Smith, LLP through the firm's tremendous depth of knowledge, understanding of case law, quality of guidance, direction and judgment, timely response of day to day issues and the fair and competitive fee arrangement. On occasion other firms have been utilized without the same degree of expertise and knowledge.

Vote on Trustee Ingraham's motion:

YES: Mrs. Dragone, Mr. Ingraham, Mr. Madden, Mrs. McNaughton, Mrs. Munson, Dr. Sato, Mr. Waldenburg, Mrs. Wills
ABSTAIN: Mr. Gannon

Motion passed.

3. Oath of Office to Officers of the Board

Jonathan Heidelberger, Board Counsel, administered the Oath of Office to newly elected President, Mr. Waldenburg, newly elected Vice President, Mrs. Munson, and newly appointed District Clerk, Beth Nystrom.

Motion was made by Trustee Dragone, seconded by Trustee Wills, to approve item 4:

4. Designation of Signatories for all School Warrants

Designate the Claims Auditor as the signator for all school warrants.

Unanimously carried.

Motion was made by Trustee Sato, seconded by Trustee Dragone, to approve items 5 through 25.

5. Designation of Depositories for All District Funds

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

- 5.1 JP Morgan Chase
- 5.2 Bank of America
- 5.3 Capital One Bank
- 5.4 State Bank of Long Island
- 5.5 TD Bank
- 5.6 Flushing Commercial Bank

6. Designation of District Newspaper for Legal Advertising

Designating *The Record* as the official newspaper for district publications and legal notices for the 2009-2010 school year.

A suggestion was made to include the *Times of Northport* in the rotation for the official newspaper at the 2010 Annual Organization Meeting, providing the Board with rates and total circulation for each paper.

7. Board Meeting Schedule

The Calendar of 2009-2010 Board of Education Meetings was adopted by the Board at its May 11, 2009 meeting.

8. Authorization to Publish the Annual Financial Report

Authorizing publication of the Annual Financial Report for the 2008-2009 school year in the official newspaper.

9. Bond for District Treasurer and Deputy District Treasurer

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, 2009 to June 30, 2010.

10. Authorization to Reimburse Expenses

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.

11. Authorization to Certify Payrolls

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

12. Authorization to Make Transfers

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.

13. Adoption of List of Religious Holidays

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

14. Authorization to Establish Petty Cash Funds

Approving Petty Cash Funds in the amount of \$100 each with the following persons designated to administer these funds for the 2009-2010 school year:

Ms. Barbara Falotico, Principal	Bellerose Avenue School
Ms. Joan Baltman, 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

15. Signatories for Federal Projects

Appointing for the 2009-2010 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 for Instruction and Administration, as alternate.

16. Designation of Signator for Tax Anticipation Notes

The Board President was designated 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.

17. Appointment of School Physicians

Doctors of North Suffolk Medical Associates was appointed by the Board of Education as the School Physician for 2009-2010 and the Board President was authorized to execute a contract to this effect.

18. Attendance Officer

Appointing Kevin McLaughlin as the District's Attendance Officer.

19. Athletic Trainer

Appointing Shawn Scattergood as the District's Athletic Trainer.

20. Records Access Officer

Beth Nystrom was appointed as the Records Access Officer.

21. Records Management Officer

Robert Lorenz was appointed as the Records Management Officer.

22. Asbestos Designee

Anthony Resca was appointed as the Asbestos Designee.

23. Census Enumerator

Kevin McLaughlin was appointed as the Census Enumerator.

24. Residency of Students Designees

Appointing the Superintendent and the Assistant Superintendent of Pupil Services as the Board's official designees for determining residency of students.

25. School Related Transportation

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

Vote on Trustee Sato's motion to approve items 5 through 25 was unanimously carried.

Motion was made by Trustee Sato, seconded by Trustee Dragone, to approve item 26.

26. Mileage Reimbursement

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

Vote on Trustee Sato's Motion:

YES: Mrs. Dragone, Mr. Gannon, Mr. Ingraham, Mrs. McNaughton, Mrs. Munson, Dr. Sato, Mr. Waldenburg, Mrs. Wills

NO: Mr. Madden

27. District Cell Phones

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

At 8:35 p.m., motion was made by Trustee Sato, seconded by Trustee Munson, to adjourn the Annual Organization Meeting and to reconvene in regular session.

Unanimously carried.

Beth M. Nystrom
District Clerk

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